The main portion of these files covers President Harper's Administration and the earlier part of President Judson's, 1906-12.

This blue sheet indicates that the letter to which it is attached belongs in the period 1912-1923 of President Judson's Administration, or in President Burton's Administration, 1923-1925.
Nov. 16th, 1911.

Mr. D. A. Robertson,

Faculty Exchange.

My dear Mr. Robertson:—

You will be interested to know that the Alumni Council, at its meeting on Tuesday evening, November 14th, approved the plan whereby an Editorial Board is to take charge of "The Chicago Magazine", consisting of Mr. Hansen, Alumni Secretary, Mr. Robertson, and Mr. Linn, chairman of the committee.

It is understood that Mr. Linn is to receive $500 a year for his services, and that stenographic assistance is to be furnished him. It is understood that the Board will have final discretion in determining the character of the Magazine. It is further understood that Mr. Fiske is to act as an Associate Editor, collecting the material for the University, and submitting it to the Editorial Board. It is understood that Mr. Hansen is to continue his services as Alumni Secretary, and arrangements are now being completed whereby his salary will be determined, and the details be arranged concerning the supervision of the subscription interests of the Magazine. It is finally understood that, subject to arrangement of details yet to be completed, President Judson has authorized the transfer of the work connected with the Alumni Directory to one of the University offices, presumably the Recorder's office.

Yours very truly,

JRA/C.

Dean.
December 20, 1915

President Harry Pratt Judson,
The University of Chicago,
Chicago, Ill.

Dear Mr. President:

This is the first opportunity that I have had to tell you of my pleasure in our meeting last week.

If the quarter-centennial celebration of the University marks also the beginning of the closer relationship between the University and its Alumni, it will mark also the beginning of a really effective and closely-knit Alumni organization.

I regret that absence from the city prevented my attending the first meeting of the general committee on the quarter-centennial celebration. I have written to Mr. Dickerson, whom I suppose will act as secretary of the general committee, requesting that if possible he will send me a copy of the minutes, so that I may be informed of what progress is being made.

Yours very truly,

Albert W. Sherer
President of the Alumni Council

AWS: BT
Dear Mr. President:

I have the honor to tell you of my pleasure in my recent trip to the University of Chicago and the Northwestern University to speak on the University of Chicago's Centennial and the Northwestern University's 75th Anniversary. On the Saturday afternoon of the centennial celebrationube held at the University of Chicago, I had the honor of being the President-elect of the Alumni Association of the University of Chicago.

I am very much interested in the University of Chicago and have been a faithful supporter of it. I am honored to have had the opportunity to speak on this auspicious occasion.

Yours very truly,

[Signature]
President of the Alumni Association

P.S.
Chicago, December 23, 1915

Dear Mr. Sherer:—

Thanks for your note of the 20th inst. I was sorry that you were not at the meeting last week, but as it was merely devoted to the machinery of organization you perhaps didn’t lose so much. Mr. Dickerson will shortly send a copy of the minutes of that meeting to each member of the Committee. Things are starting out I think very pleasantly, and all promises well for the celebration.

With cordial regards, I am,

Very truly yours,

H.P.J. — L.

Mr. Albert W. Sherer,
137 S. La Salle St., Chicago.
December 25, 1916

Dear Mr. Speaker:

Thank you for your note of the 20th inst.

I am sorry that you were not at the meeting last week.

I was sorry that you were not at the meeting last week and as I was unable to pay the necessary fees to the members of the committee.

Mr. President will very much appreciate the efforts of the committee and the cooperation of all.

I am sure that your assistance will be of great value.

With cordial regards, I am

Very truly yours,

[Signature]

Mr. Deputy Speaker.

[Address]
Chautauqua Institution
Chautauqua, New York

OFFICE OF THE PRESIDENT

Chicago Office 450 Peoples Gas Building
December 7, 1915

President Harry Pratt Judson,
University of Chicago,
Chicago, Ill.

My dear President Judson:

At my suggestion the Alumni Council has appointed the following persons as members of the Alumni Committee to co-operate with the University in the celebration of the Twenty-fifth Anniversary next spring. I am sure that it would help greatly if you would send them a personal note of appreciation of their willingness to serve in this important capacity.

Miss Helen Sunny, 4933 Woodlawn Avenue
Mrs. Geraldine Brown Gilkey, 6027 Kimbark Avenue
Mr. Samuel MacClintock, 2550 S. Michigan Avenue
Mr. Ernest E. Quantrell, 209 S. LaSalle Street

I should be very glad if I might have the report which the Senate made to the Board of Trustees with reference to the celebration.

Let me assure you again that we are all delighted to have the opportunity of co-operating with the University in what seems to us may be one of the most notable things in the life of our Alma Mater.

Cordially yours,

[Signature]

AEB-I
My dear Mr. Bestor:—

Yours of the 7th inst. is received. I am glad to know of the Committee appointed by the Alumni Council, and am sure that it is a very excellent selection. I will send you an official copy of the action of the Board of Trustees which gives the final form of what has been done. The Committee of the Board met yesterday and recommended the formation of a General Committee on Arrangements, which will consist of five members of the Board of Trustees, fifteen members of the faculties, three representatives of the Alumni Council, and two representatives of the students in residence. I have conferred with Mr. Sherer as to the alumni representatives, and the three who will be designated are Mr. Sherer himself, as President of the
Alumni Council, yourself as their special representative, and Miss Helen Sunny. The personnel of the entire Committee on Arrangements will be designated after the Board meeting on Tuesday next. The Committee on Arrangements is authorized to appoint sub-committees, and to carry out all the details of the plan. I shall be glad to have a conference with you at your early convenience. If you will call up my office we could make an appointment. In accordance with your suggestion I will write to the four members of the Committee who are to serve with you.

Cordially yours.

E. F. J. - L.

Mr. Arthur E. Bestor,  
Chautauqua Institution,  
450 Peoples Gas Bldg., Chicago.
Chicago, December 8, 1915

My dear Mr. Bestor:—

Herewith I am enclosing letter from Miss Lucine Finch which possibly you might return to me. As some ladies interested in Miss Finch's work, including Mrs. Ryerson, had thought that a pageant which she might conduct would be an interesting feature of the opening of the Ida Noyes Hall I asked Miss Wallace to write to Miss Finch for her suggestions, and those I infer from her letter she will send after the holidays. The matter was considered by the Board of Trustees at a previous meeting, and it was then thought best not to authorize Miss Finch to undertake the pageant in question, but to refer the whole matter to the Committee of the Alumni Council, in order that there should be no conflict with the plans which they might form. Of course it is possible that the Council may not wish to have a pageant at all, in which case Miss Finch's plans might be considered by the sub-committee.
of the general committee on arrangements in charge of the dedication of the Hall. Or the Committee of the Alumni Council might think it advisable to have the pageant in question quite distinct from any general pageant which they might arrange. In that case the same course would be followed. On the other hand, the Council might think that one pageant would be better, in which case anything which Miss Finch might propose either would be dropped or would be merged in the general plan. The whole matter is before your Committee for consideration. I think that Miss Finch would like to know fairly early whether the Committee of the Alumni Council thinks it advisable for her to proceed with suggesting a plan of operations.

Very truly yours,

H.P.J. = L.

Mr. Arthur H. Beeler,
Chautauqua Institution,
450 Peoples Gas Bldg., Chicago.
December 8th, 1915.

Dr. Harry Pratt Judson,
The University of Chicago,
Chicago, Illinois.

Dear Dr. Judson:-

I want to thank you for the information conveyed by yours of December 7th regarding your letter to Miss Finch.

At an informal meeting of the Alumni last night, the subject of the date of Alumni Day was discussed. A member of the Athletic Committee of the Alumni Council has had this matter up with Mr. Stagg and Mr. Stagg says, to quote from his letter, "June 10th would normally be the day on which we would hold our Inter-scolastic Meet. No other date seems to be satisfactory. Can't we have Alumni Day on Friday, etc."

I cannot speak officially as the Alumni Council has naturally not discussed this question definitely but it is my opinion that the Council will feel that Saturday is the logical day for Alumni Day and that it will be unfortunate to have the Inter-scolastic Meet on that day.

I mention this fact as it occurs to me that some irrevocable action might possibly be taken by the Athletic Department before the next meeting of the Alumni Council.

If possible, Mr. Scott Brown and I would like to see you at your convenience next Saturday. If you are coming to the city will you kindly have your office call me up indicating what time Mr. Brown and I might see you for fifteen or twenty minutes.

Yours sincerely,

[Signature]

AWS:F
December 8th, 1918

Mr. Harry Pratt Jabez,
The University of Chicago,
Chicago, Illinois.

Dear Mr. Jabez:

I want to thank you for the
information conveyed by your order of December 4th regarding
the new letter to Mr. Iwanoff.

At an informal meeting of the
Arts and Sciences Committee
some time ago, the matter of the
Appointment of the Adjunct Professor
was discussed. Professor Jabez
was mentioned in the matter, and
Professor Jabez's name was chosen from the list of
members of the first committee
for the appointment. It was not
believed that Professor Jabez
would be available for the
appointment, but
it was thought that he would
be interested in the
appointment. If you
would like to meet with Professor
Jabez to discuss the
appointment, I would be
pleased to arrange a
meeting.

I hope that you will be able to
visit Chicago soon, and I
would be happy to see you.

Yours sincerely,

[Signature]
December
Sixteenth,
1915.

Dear President Judson:

I find some disappointment on the part of some alumni of the University that there is no one on the Arrangements Committee for the Twenty-fifth Anniversary to represent the earlier classes.

I personally have very high regard for Mr. William Scott Bond, of the Class of '97 and believe if favorable opportunity presented itself he would be a valuable acquisition to the Committee from many viewpoints.

I am presenting this suggestion with the very definite request that you feel quite free to disregard it if you see fit.

Incidentally, Mr. Bond is a director of the University Settlement and might represent them as well, if you have not given them representation and cared to do so.

Yours faithfully,

[Signature]

President Harry Pratt Judson,
The University of Chicago,
Chicago, Illinois.

Same letter to Mr. Martin A. Ryerson.
Dear President Jackson,

I find your suggestion of the best interests of the University and your overtures for the University's best interest most gratifying, and am willing to work in any way to further these ends. I am willing to represent the student interest.

I personally favor the adoption of the Code of Honor that has been in effect for the past two years. I believe that the Code of Honor is of great benefit to the University and the students. It has helped to maintain a high standard of conduct and has been a valuable asset to the University.

I have received your recommendation with the greatest interest. I am sure that the students will be happy to comply with the Code of Honor.

I hope that you will continue to work for the best interests of the University.

Yours sincerely,

[Signature]

President H. P. Judson,
The University of Chicago.

My dear President Judson:

I am told that the expenses of the Quarter-Centennial Celebration are likely to be very heavy. In view of the sums which have been mentioned to me as representing probable cost, I cannot refrain from raising the question as to whether such expenditures are wise at this time. I am not more impressed with the expenditure of money than I am with the expenditure of energy, and the interruption of regular university work which go with it, if the Celebration is carried out on the scale which seems to be in mind. I cannot help having the question raised in my own mind whether this great expenditure is wise.

When I voted for such a celebration, I did not dream for a moment that it was likely to take such proportions as it seems now to be taking.

Very truly yours,

[Signature]
I am today about the expiration of the Carver-Deeney Cleanse.

My dear President Jackson:

I am told that the expiration of the Carver-Deeney Cleanse is to be very pressing. In view of the same, I

have been instructed to see the expenditure of the property on the maintenance of the institution as it is my wish that the institution should have the expenditure of the money that I have paid. I have been instructed to see the expenditure of the money and the interest of the institution as much as I can.

When I wrote for the expenditure, I had not known for a

moment that it was. I am very glad to take such a suggestion as it means

now to be taken.
Chicago, February 3, 1916

Dear Mr. Salisbury:—

Thanks for yours of the 3d inst. with regard to the Quarter-Centennial. I am interested to know that the expenses of the celebration are likely to be very heavy. Thus far no appropriations have been made. What has been suggested to you as the probable total cost?

Very truly yours,

H.P.J. — L.

Dean R. D. Salisbury,
The University of Chicago.
Office of Repayment, 9th June

Dear Mr. Secretary:

Thank you for your letter of the 29th last

with regard to the Quarter-Statement I am interested to know that the experiences of the secretariat are risky to be with you. That is to say, the applications have been made. What have been suggested to you in the proper place?

Very truly yours,

H.G.L. – H.

Dear Mr. Secretary,

The University, Glasgow.
To the Alumni of the University of Chicago:

The reunion of alumni in connection with the June Convocation next should have peculiar interest for all. At that time we desire to have with us every member of the University who has during the last two years rendered a service for the Government of the United States in connection with the great world war. The universities and colleges of the country did their part with conspicuous zeal and efficiency. In this common effort of patriotic energy the University of Chicago did its share, and we have every reason to be proud of what was done, of the way in which it was done, and of those who gave themselves to the cause.

The great victory for the liberty of mankind which was won by the Allies, in part owing, perhaps largely owing, to the contribution of the United States, was one that deserves ample commemoration. Meanwhile, we all need to bear in mind that the victorious termination of the war left unsettled many problems of vast importance for
the solution of which we should all be prepared in the years to come. The reunion of the alumni, therefore, in June should be not only a rejoicing, not only a commemoration, but also a renewed dedication. I hope that everyone who finds it in any way possible will be in Chicago during those days.
March 6, 1917.

Dear Mr. President:

At a meeting of the Alumni Council last night we discussed at some length the possibility of working out a plan suggested by Mr. Scott Brown while he was Chairman of the Committee on Publications.

This suggestion - which you may recall was outlined to you - was for the coordination of the various publications of the University - The Alumni Magazine, The Daily Maroon, The Cap & Gown, and The Literary Monthly.

In discussing this matter the fact developed that the Alumni are not represented on the Board of Student Publications. As a result of this discussion the Alumni Council instructed me to write to you and request that you consider the advisability of having the Alumni represented on this Board.

We believe it is possible to work out some plan whereby the undergraduate publications can be put on a more satisfactory basis with some counsel from Alumni who have had experience in this line of work, and that the first step toward working to this end is representation on the Board of Student Publications.

I am sending this letter to you through the Secretary of the Alumni Council, Mr. Moulds, and I believe that if you desire further information as to the attitude of the Council in this matter Mr. Moulds will be able to give it to you.

Yours respectfully,

[Signature]

President Harry Pratt Judson,
University of Chicago,
Chicago, Illinois.
Chicago, March 14, 1917

My dear Mr. Brown:

I have Sherer's letter of the 6th of March with regard to the Board of Student Publications, etc. On my recommendation yesterday the Board of Trustees voted authority to the President to appoint two additional members of that Board, representative of the Alumni Council. I am expecting therefore to appoint, in the first place, Mr. Sherer, and I have had suggested to me as desirable candidates Mr. Herbert E. Fleming of the College Class of '02, Mr. Earl D. Hostetter, '07, and Mr. Fred W. Carr, '09. May I ask for your opinion on these matters? I am anxious to make appointments which will be in every respect satisfactory to the Council.

Very truly yours,

E.P.J. - L.

Mr. Scott Brown
208 S. La Salle St., Chicago
My dear Mr. President,

I have prepared a letter at the request of the Board of Student Publications and the Board of Trustees. As a recommendation to the President to support two additional members of the Board of Trustees, I am enclosing here to expedite the appointment of Mr. William Smith in the first place. Mr. Smith and I have had opportunity to me as a student of the College of Commerce and Business Administration. I am sure that you will appreciate the excellence of Mr. Smith's qualifications. I have no doubt that he will be an excellent addition to the Board of Trustees.

Very truly yours,

E. T. L.

Mr. Scott Brown
206 S. Le Bello St., Office
December 7, 1916

My dear Mr. Robertson:

In view of the many requests that we are receiving at the Alumni Office for the Quarter-Centennial film, I think that your suggestion that all the arrangements for its use be made through the Alumni Office is entirely proper. I am in hopes that it is going to be very useful as an aid in our plans for putting some new life into alumni clubs. Our experience thus far seems to indicate very clearly that the second reel was very poorly made. One expert to whom we showed it says that the emulsion is on the wrong side of the film, which makes it almost impossible to patch it properly. As far as my knowledge goes, every time the film has been shown, it has come apart at several different places. Elmer Thomas writes that, when they exhibited it at Tulsa recently, the second reel broke in eight different places which, of course, interfered seriously with the success of the performance. Do you think that the company which made it should supply a new film which shall be satisfactory without any expense?

Do you know the exact date of the meeting in New York City in January? We have promised the film for an alumni club meeting in Des Moines for January 19th and I am wondering whether there would be time enough for us to make connections for the two meetings.

The letter from the Interlaken School which you referred to me raises the question as to where the line should be drawn for the use of the film by others than alumni clubs. If the film is as fragile as it appears to be, it would seem necessary to limit its use in some way. What is your judgment in this matter?

Yours very truly,

Mr. D. A. Robertson,
Faculty Exchange

[Signature]

Secretary
Tokyo, Japan, Feb. 18, 1917.

My dear Mr. Robertson,

Yours of January 22, with enclosed letter of introduction came to hand yesterday. Thank you. I notice that the walking stick from Liberia was received and is in safe custody. Thank you too for your postscript of good wishes. Last evening I attended the Annual Dinner of the U. of C. Alumni Club of Tokyo. We were at our table. Prof. Judson, Prof. Mathews, Prof. Bacon (Prof. Henderson) and myself were elected Honorary Members—all having at one time or another been guests of the Club. The question of whether to elect Prof. Henderson came up and was decided affirmatively. So in, of course, entirely in keeping with Japanese ideas.

With best wishes,

[Signature]

Frederick Starr.
University of Chicago Alumni Club

CHICAGO

NOTICE TO MEMBERS

The Executive Committee makes the following announcements:—

(I) That during the first year of its existence, which ended May 31, 1916, it had two hundred paid members, and that will, judging by present results, make an increase of 50% in the membership by May 31, 1917, the end of its fiscal year.

(II) That it has more than $2,000 in its student loan fund. That it has a substantial cash balance in the bank.

(III) That it will elaborate its former program of holding two dinners a year, by frequent smokercs and luncheons.

(IV) That it has worked out a practical plan, under the direction of James D. Lightbody, of attracting good athletes to Chicago.

(V) That it has been arranged to have a reservation for the principal football games made for every alumnus. That it has arranged for "Movies" to be made of principal events for use in organizing and maintaining alumni clubs.

(VI) That it has materially aided the Alumni Magazine.

(VII) That it has arranged to make a membership for men graduated or out of school during the last two years at $2.50 per year—which dues will include subscription to the Magazine.

(VIII) That your Association is now permanently established and in excellent condition—that it is financially sound and accomplishing a good.

(IX) That it believes that every Chicago man will find it well worth his while to belong.

LAWRENCE H. WHITING, Secretary.
NOTICE TO MEMBERS

The Executive Committee makes the following announcement:

I. That during the last year of its existence which ended May 31, 1926, it had two hundred and twenty-four members and that it is looking for at least twenty more next year.

II. That it is the opinion of the Executive Committee that it is a good idea to increase the number of members to twenty-five.

III. That the Executive Committee has determined to increase the number of members to twenty.

IV. That the Executive Committee has determined to increase the number of members to twenty-five.

V. That the Executive Committee has determined to increase the number of members to twenty.

VI. That the Executive Committee has determined to increase the number of members to twenty-five.

VII. That the Executive Committee has determined to increase the number of members to twenty.

VIII. That the Executive Committee has determined to increase the number of members to twenty-five.

IX. That the Executive Committee has determined to increase the number of members to twenty.

X. That the Executive Committee has determined to increase the number of members to twenty-five.

XI. That the Executive Committee has determined to increase the number of members to twenty.

XII. That the Executive Committee has determined to increase the number of members to twenty-five.

XIII. That the Executive Committee has determined to increase the number of members to twenty.

XIV. That the Executive Committee has determined to increase the number of members to twenty-five.

XV. That the Executive Committee has determined to increase the number of members to twenty.

XVI. That the Executive Committee has determined to increase the number of members to twenty-five.

XVII. That the Executive Committee has determined to increase the number of members to twenty.

XVIII. That the Executive Committee has determined to increase the number of members to twenty-five.

XIX. That the Executive Committee has determined to increase the number of members to twenty.

XX. That the Executive Committee has determined to increase the number of members to twenty-five.

XXI. That the Executive Committee has determined to increase the number of members to twenty.

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XXV. That the Executive Committee has determined to increase the number of members to twenty.

XXVI. That the Executive Committee has determined to increase the number of members to twenty-five.

XXVII. That the Executive Committee has determined to increase the number of members to twenty.

XXVIII. That the Executive Committee has determined to increase the number of members to twenty-five.

XXIX. That the Executive Committee has determined to increase the number of members to twenty.

XXX. That the Executive Committee has determined to increase the number of members to twenty-five.
March
Eighteenth,
1918.

Dear President Judson:

At your convenience, would you be good enough to advise me the approximate cost to the University of free luncheons or dinners, which they give around commencement time in June?

As I understand it, the University gives rather an elaborate luncheon or dinner to the doctors, and I understand there is a Phi Eta Kappa luncheon, but I do not know whether that is complimentary or paid for, and I suppose there are some other affairs that are given gratuitously.

Could you also advise an estimate of what the expense would be this year if carried on normal lines? I suppose we figure it will be less than ordinary on account of less people coming because of war conditions.

The point of my inquiry is that the Executive Committee of the Alumni Council are thinking of Alumni Day. Dues, subscriptions to the Magazine, etc., have dropped off very materially and, therefore, the expense item is a very real one to be considered. One of the members suggested asking the University to serve a light supper to all alumni returning on Alumni Day, and without knowing the amount previously spent for such purposes, I am a little undecided on my own attitude; i.e., whether as a member of the Executive Committee, to vote to ask the University to do so.
I shall appreciate such information as you can give me; and please understand this is not a request at this time that the University provide the supper.

Yours cordially,

[Signature]

President Harry Pratt Judson,
The University of Chicago,
Chicago, Illinois.
Chicago, March 23, 1916

Dear Mr. Swift:

Your note of the 16th inst. was duly received. I am sending enclosed Mr. Arnett's report on the subject to which you refer. I am inclined to think favorably of the suggestion as to the separate Alumni Day, for the present at least. In eastern colleges there is usually an alumni dinner or a luncheon served on Commencement Day, the commencement exercises being usually held in the forenoon, so that the luncheon follows. In the old times the candidate on receiving his diploma paid also a fee which gave him a permanent right to attend the luncheon in question without further compensation to the college. This later was changed, so that every alumnus attending secured a ticket for the luncheon and paid for it. That I think is the usual practice today. Indeed, I think it would hardly be
expedient for the University to enter on a policy of providing such meal indiscriminately and universally for all the alumni present, as it would be to do this. Of course we should be extremely anxious to have as many alumni here as possible, but the cost might in the future be so large as to be of very doubtful advisability in the expenditure of University funds. How would it do to have the University undertake this during the war, with the understanding that after the war it reverts to its former system?

Very truly yours,

E.P.J. = L.

Mr. Harold H. Swift
Union Stock Yards
Chicago
March 28, 1917.

President Harry Pratt Judson,
The University of Chicago,
Chicago, Illinois.

Dear President Judson:-

As you know, the Alumni Council is making one of its chief interests this year, the vitalizing of alumni interest throughout the country.

I have accepted the chairmanship of this committee and am ably supported by -

Mrs. Helen Sunny McKibbin
Mr. Frank McNair
Mr. Charles F. Axelson
The Alumni Council Executives, and
Miss Alice Greenacre is co-operating with us.

A rather thorough investigation of other Universities and Colleges shows that alumni meetings in cities other than where the Universities or Colleges are located, are seldom purely local affairs; in other words, most of the meetings center about the attendance of an officer or faculty member from the institution.

We are trying to have our alumni clubs center about some civic interest or at least a tangible thing which will bring them together and give them something to talk about when they come. How well we shall succeed in this I do not know.

Irrespective of what work they decide upon, it seems to me there should be some special attraction for their meetings which would be supplied by the attendance of a representative from the University. Obviously we could not afford to send representatives especially for each meeting; at the same time
March 26, 1947

[Letterhead: Office of the University of Chicago]

Dear President Adams,

As you know, the Illinois Committee is one of the
officers interested in the expansion of Illinois
University.

I have considered the appointment of the committee

and am very encouraged by

the Illinois Committee's recent efforts for

the expansion of the University. A

recent investigation of our resources

and the interest shown by colleagues from other institutions is of great

importance to the University of Chicago and to the rest of the

state. I am aware of the importance of the Illinois

survey and the great amount of work that has been done.

I am certain that you will be glad to receive any

information that may be of assistance to you.

I shall be happy to serve in any way that you may

desire.

Yours truly,

[Signature]

[Address]

[Letterhead: Office of the University of Chicago]
President H.P.J. -- #2

meetings could be arranged practically any time there is a representative in the neighborhood.

But we are having great difficulty in finding when and where our University people go. Often we find, when it is too late, that a man who would do us lots of good and whom the alumni would like to meet has been to a place, but we do not seem to be able to find out that he is going.

I am wondering if the University has any arrangement that the Alumni Council might have access to, to keep track of its itinerants; and if not, I am wondering if some system might not be instituted, which would be of extreme value to the Council in its club work and, I would think, might be valuable to the University in other lines.

Yours cordially,

[Signature]

Harold B. Swift.
...
April 7, 1917.

President Harry Pratt Judson,
The University of Chicago,
Chicago, Illinois.

Dear President Judson:

I thank you for yours of March 29th to the effect that you will advise the Alumni Office when you know of faculty men leaving the City.

In connection with our business, we ask Department Heads to advise the President's office or our Office Manager of any contemplated absence from the City of either themselves or members of their department. The matter has now developed into such routine that this information comes along easily and it is of inestimable value from a business viewpoint.

Perhaps there is some reason why you would prefer not to install such a system at the University, but if there is none, I am sure it would be of very great value to the alumni work.

Yours cordially,

Harold H. Swift
Chicago, April 9, 1917

Dear Mr. Swift:

Yours of the 7th inst. is received. I note your plan as to absences in your organization, and think it can very easily be arranged with us in like manner. There is no reason in the world why we should not install a similar system.

With thanks, I am,

Very truly yours,

H.P.J. - L.

Mr. Harold H. Swift
Union Stock Yards, Chicago
Dear Mr. Swift:

Thank you for your letter of April 8th. I

hope to hear from you soon in regard to the

student's progress. He has made a very good

start, and I believe that he will be able to

complete his training in the near future.

With best wishes,

Very truly yours,

[Signature]

Mr. Herbert H. Swift
Union Street Yacht Club
Chicago, April 8, 1971
May 15, 1917.

President Harry Pratt Judson,
The University of Chicago,
Chicago, Illinois.

Dear President Judson:

As a matter of information to you, I should like to detail the Alumni Council's experience in reference to notifications we have had from one of the faculty men.

In accordance with the request from your office, Professor Carlson notified us that he was figuring to be in Philadelphia early in May and in Pittsburg late in May.

The Alumni Council promptly got in touch with the Alumni Club at each of these points and while the Philadelphia people had only a few days notice, the Secretary of the Club called upon Mr. Carlson and suggested if it were possible for Mr. Carlson to remain over for a day, they would be pleased to entertain him at luncheon. Mr. Carlson advised the Secretary that he was scheduled to return to Philadelphia later on, therefore, it was decided to postpone the luncheon until that time, so more time could be given to working up the matter.

I understand also the Pittsburg people are figuring on a luncheon or dinner when Mr. Carlson goes there the last of this month.

I believe this sort of thing is of very real value to the University and I think we should be able to work out something very definite, provided we continue to get reports as to trips from faculty men and women.

On account of unsettled conditions at present, I
recommend no action now, but I am going to take the liberty — if the situation seems to demand it — of bringing up with you in the Fall the request that your letter on the subject to Department Heads be re-issued so that the matter will be fresh in their minds.

Yours faithfully,

Harold A. Swift.
Chicago, May 18, 1917

Dear Mr. Swift:

Yours of the 15th inst. is at hand. I note your suggestion as to reissuing the letter for Department Heads in the fall, and if you will kindly bring it to my attention then it will give me pleasure to take the proper action. Of course we shall know better in October what is possible than we can at this time.

With sincere regards, I am,

Very truly yours,

E.P.J. - L.

Mr. Harold H. Swift
Union Stock Yards, Chicago
May 28, 1918.

Dear President Judson:

At the Alumni Council meeting of last week I heard Mr. Moulds give a comprehensive report on his trip to the Conference of Alumni Secretaries at New Haven. It seemed to me the matter in connection with alumni records is significant and I believe it would be worth while to read Mr. Moulds' report when he gets it in written form, if you could spare the time.

While I, of course, rejoice that our University does not have an annual deficit, yet I am convinced that the deficit is what draws many alumni of other institutions to their Alma Mater after they have left college. I think, therefore, it is of particular importance that we keep close to our alumni in other lines and attempt to have them feel that we need them continually. Just as a worthy friendship grows from continual association and matures from contact, either immediate or by correspondence, so I believe alumni devotion is fostered by constantly hearing from the Alma Mater. Of course, the basis of all this is good alumni records—comprehensive and up to date.

I did not mean to write a brief on this subject, but think it is time that we had a more definite evidence of alumni devotion, and I should like to be sure that the University is not wanting in doing their share of leading up to the matter.

Yours cordially,

Harold H. Swift

President Harry Pratt Judson,  
The University of Chicago,  
Chicago, Illinois.
Chicago, May 29, 1916

Dear Mr. Swift:

Your note of the 26th inst. is received.

I shall be glad to have a chat with Mr. Moulds on his trip to the Conference of Alumni Secretaries at New Haven. He told me some interesting things before, and certainly his written report will be valuable.

I know that in some eastern colleges the alumni are kept in constant touch with the institution by being obliged to make up deficits. I trust that relationship of our alumni will never be necessary. Certainly we must have good records, and I have been trying for several years to see that these records were brought up to date.

Thanking you for the suggestion, I am,

Very truly yours,

H.P.J. — L.

Mr. Harold H. Swift
Union Stock Yards
Chicago
Office, May 23, 1910

Dear Mr. Swift:

Your note of the 26th inst. has reached me. I shall do my best to have a copy of Mr. Miller's report on the trip to the Conference of the-American-Securities of New Haven. However, I have some interesting ideas of my own and my report will be valuable.

I know that in some respects college the summer will

keep in constant touch with the institution's policy

apply to make up essential. I trust that no

apply that may never do necessary. Certainly no

apply good results, and I have been trying for several years

to see that these results were brought up to date.

Thank you for the suggestion. I am,

Very truly yours,

R. T. G.
November 21, 1919.

President Harry Pratt Judson,
University of Chicago,
Chicago, Illinois.

Dear President Judson:

For your information I enclose a copy of the final circular describing the alumni fund campaign, as well as a copy of the letter which will accompany the circular to the 14,000 odd people we shall circularize. This letter and circular will go out on Tuesday and Wednesday of next week.

Meanwhile a personal campaign is in process of organization at New York, Philadelphia, Pittsburgh, Milwaukee, Minneapolis, Southern California, Fort Worth, Houston, Indianapolis, Denver and Washington. We have asked for a telegraphic reply from all centers where there are University of Chicago men and women and from whom we have not yet heard in connection with this personal campaign. Mr. Butler is, of course, taking every opportunity as he goes about to mention the movement. We are working through class organizations, through the "C" men, the fraternities, the sororities, Washington and Lincoln House, etc.

Tonight the women, under the very able direction of Miss Farr and Miss Agar, are going to have a meeting here in Chicago. On Monday night we are going to have a meeting at the LaSalle Hotel of about 75 or 100 of the "old guard," among whom we expect to divide the 1,200 names of the men who are in Chicago and vicinity so that they may be called on personally. I mention all of this detail so that you may have the setting for the question as to whether you would care to make any statement in regard to the movement which I might use at the meeting Monday night. At that meeting I hope not only to get a substantial subscription from everyone present, but I hope to get their full co-operation to get subscriptions from others, and if you care to make a statement it would be of very great assistance to me in accomplishing this object.

Personally, I feel that aside from the money I think we shall secure, the campaign will have a good collateral effect in that it will bring the opportunities of the Alumni Association in a more concrete form and to more people, owing to a new list of some 11,000 graduates which has just been compiled, than has ever been possible before.

I should also like to call to your attention the
Dear Sir,

I am writing to inform you that the information you have requested about the current status of our project is as follows:

1. The project is currently at 75% completion.
2. The team has identified 10 key challenges to date.
3. We have successfully overcome 7 of these challenges.
4. The remaining challenges are being addressed as a priority.

If you require further details, please do not hesitate to contact me.

Yours sincerely,

[Your Name]
statement in the circular to the effect that the Treasurer of the University will be the custodian of the alumni fund. I have talked with Mr. Arnett a number of times about this feature and have gained the impression from him that the University would undoubtedly be willing to act as custodian. Mr. Hutchinson has given his consent provided it is agreeable to you. May I ask if it is satisfactory to you to have the University so act? We will of course handle the matter in any way that will make the least work for the University, but it will undoubtedly have a value for us if we make the statement that the University will be made custodian of the funds, and I observe from looking over the campaign literature of other universities that most universities do act as custodians for alumni funds.

Yours very truly,

[Signature]
November 25, 1919

To University of Chicago
Men and Women,
Everywhere

Dear Friends:

We 70,000 men and women who have been students at the University of Chicago have enjoyed thereby certain advantages and acquired some agreeable obligations to society and to education in general.

The war record of university-trained men and women furnishes the greatest incentive imaginable to further effort under the new and difficult peace problems which require poise and sound thinking on the part of every citizen.

In preparation for increased usefulness of all University of Chicago Alumni Associations, the Alumni Council, which, as you know, is the clearing-house of all alumni activities, has projected a plan for the immediate creation of an alumni endowment fund. The amount now desired is $250,000, and it is expected that the fund will in coming years grow to much larger proportions. You will find in the inclosed memorandum a full statement of the purpose and plan of the fund.

The campaign to raise this fund is now at its height. This letter is sent to you because of course we want you to know all about it, and because we earnestly desire your co-operation. Will you not consider the letter more than a mere circular? It is intended as a cordial and personal communication to you.

We are all proud of the University. Who would not wish to share in giving the University cause to be proud of its alumni?

Yours truly,

[Signature]
Chairman

F McN-McL
November 8th, 1918

To University of Chicago

Miss Jane Wadsack

Dear Miss Wadsack:

The news today of University affairs was very encouraging. The sum of $100,000 was raised and we are now better off than ever before. The University of Chicago has always been a leader in education and now, in time of war, it is again proving its worth. We are all proud of the fact that our institution is doing its part in the effort to win the war.

I am glad to inform you that the University Association, the Junior Council, and the Senior Class, are all working hard to raise funds for the war effort. We have made good progress so far and I am confident that we will be able to meet our quota.

The University is also taking steps to improve the educational program. Dr. Hill has announced a new course in military science, which will be offered this winter. This will be a great boon to the students, who will have the opportunity to learn more about the war and its effects.

I hope you are well and that you are able to enjoy the holidays. Please write and let me know how things are at home.

Sincerely,

[Signature]

[From: H. W. Smith]
OVER 70,000 men and women have entered The University of Chicago. Over 11,000 have been graduated. Five associations—College, Divinity, Doctors of Philosophy, Law, and School of Education—formed by these alumni and ex-students, are constantly carrying on activities of steadily growing importance. Yet, despite the fact that the last reunion observed a fiftieth class anniversary, and that three years ago the new University celebrated its Quarter Centennial, the alumni body is not self-sustaining, depending in part on a yearly subsidy from the University.

Certainly the time has come when an alumni body of such proportions should no longer be a liability to the University, but a conscious, vigorous, and helpful factor in furthering its ends.

The independent continuity of the alumni organization and the enlargement of its work are vital. Obviously the first step is the creation of an alumni fund of sufficient size to insure these aims. Present and prospective alumni activities necessitate a fund of at least $250,000.

The need and desirability for such a fund lie in the necessity to create and to maintain fully a financially independent and an adequately equipped alumni office, so as to continue and extend highly useful alumni activities; to insure the publication of a virile, representative, serviceable magazine; to keep all alumni more closely in touch with each other and with the University; and to make available funds for numerous commendable purposes, as changing conditions may dictate, such as memorials, departmental libraries, loan funds, research and lecture-endowments, special apparatus and collections, and similar appropriate and educational purposes for which the University may not be able to make provision. Such a fund will enable the alumni to meet the obligation resting upon them for constructive thinking and assistance to the University and to education in general; to stimulate and retain loyalty to the University; to create group spirit and solidarity among themselves; and to extend the sphere of trained thinking from the academic to the daily walks of life.

The Alumni Council, after an exhaustive study covering a period of years, now presents a comprehensive plan for such a fund, based on three classes of membership, as follows:

<table>
<thead>
<tr>
<th>Class</th>
<th>Membership</th>
<th>Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Life Membership</td>
<td></td>
<td>$50</td>
</tr>
<tr>
<td>2 Sustaining Membership</td>
<td></td>
<td>$100 or over</td>
</tr>
<tr>
<td>3 Endowment Membership</td>
<td></td>
<td>$1000 or over</td>
</tr>
</tbody>
</table>

Alumni Fund Week December 1st to 6th, 1919
CONTRIBUTIONS may be made to the fund from time to time even though the con-
tributors are already members, and it is expected that, in the years to come, additional
generous donations from graduates and former students will be made to it. Gifts from
friends and relatives of alumni and ex-students will be welcomed. Contributions of five thousand
dollars or more may be made for particular purposes specified by the donor and may bear
a special name if desired.

Any membership includes dues for life in all alumni associations represented in the Alumni
Council and to which the subscriber may be eligible, and a life-subscription to the alumni
magazine.

The fund shall be administered, managed, and subject to disbursement for any purpose
not inconsistent with the objects previously stated, and under the provision of the fund by-laws,
by the Alumni Fund Trustees to be elected by the Alumni Council.

The fund, and proceeds thereof, shall be deposited with the treasurer of the University,
as custodian, in like manner as the funds of the University are deposited, and shall be invested
by the trustees of the fund only in the securities in which it may from time to time be lawful
to invest trust funds under the laws of Illinois.

Liberty Bonds and Victory Notes will be accepted at par in payment of subscriptions.

No part of the subscriptions to this fund will be used for the payment of the expenses of
the present campaign.

THE endowment of The University of Chicago has been such that, fortunately or unfor-
tunately, the alumni have never been asked to subscribe for its operation. Undoubtedly,
this has been a handicap in the creation of the greatest solidarity and strength of alumni
interests. The alumni have been asked to give very little for any purpose, and what little has been
given has, in the main, been contributed by the same small group. We know this has been due
more to lack of impelling motive than to any unwillingness to co-operate.

The potential power of associations of such numbers as ours is tremendous. Witness
what many associations have done both for themselves and for their universities. Princeton
has about the same number of graduates as we have; for the ten-year period ending in 1916 the
alumni had given to Princeton over $10,000,000; and Princeton is now launching a campaign
for $14,000,000 additional. Harvard is in the midst of a campaign for $15,000,000. Yale
twenty-seven years ago started an alumni fund: during the first year the amount of the fund
was $11,000, and the subscribers numbered 385; over $2,000,000 has been raised since. Michi-
gan, during the last six years, has raised about $8,000,000 from its alumni. Minnesota and
other large institutions, east and west, have succeeded in establishing substantial alumni funds.
Material funds have been raised by the alumni of many women's colleges. With all the pos-
sibilities open to us we remain perhaps the most conspicuous example of an alumni body of a
large educational institution without an endowment fund of any kind.

We assume it unnecessary to emphasize that no student, in any adequate degree, dis-
charges his or her debt to the University during attendance. The cost to the Uni-
versity is very materially greater than the revenue received from students: in fact, tuition
fees pay but one-third the cost. Is it not fundamental, then, that every beneficiary of a uni-
versity education should recognize a continuing financial and moral obligation to the institution
and to education in general?

Subscribers to the fifty-dollar life membership may well feel justified in so subscribing,
from a purely dollar and cents point of view. Subscribers to other memberships may be assured
of the need of the maximum amount they can give.

THE creation of this fund is the most important project ever undertaken by the alumni
and undoubtedly marks a new period in alumni affairs. Everyone should subscribe to some
membership, and subscribe to the maximum of his or her ability. It should always be borne
in mind that non-graduates are eligible and welcome to association membership. Subscriptions
for a membership from those not now a member are doubly desired, because loyalty and interest
will always have to supplement money if we are to make the most of our opportunities.

This is the purpose and plan of the alumni endowment fund. The realization rests with
you. Probably no one will talk with you personally in regard to your subscription. Will you
not consider this an intimate and personal communication from the committee and be assured
that your co-operation is necessary? We have the fullest confidence that you, in common with
alumni everywhere, will welcome this opportunity to participate in so important a movement.

(Below is your subscription blank which we urge you to detach now, fill in, and return at once to the
secretary of the Alumni Council. Subscriptions, checks, and bonds should be sent to the secretary of the
Alumni Council, Room 4-D, Cobb Lecture Hall, The University of Chicago. All payments will be turned
over to the treasurer of the University, custodian of the fund. We especially desire that all subscriptions shall
be in during the week of December 1-6.)

Always notify the secretary of any change of address.

ALUMNI MEMBERSHIP AGREEMENT

In consideration of like agreements by others, I hereby promise to pay to the Alumni Council of The
University of Chicago the sum of $... payable in full, (or in... (not more
than five annual installments), the first payment to be made within thirty days from date, for the membership
check the box below:

- Life Membership $...
- Sustaining Membership $...
- Endowment Membership $...
- $100 (or over) $...
- $1000 (or over) $...

Such membership shall include dues for life in all alumni associations represented in the Alumni Council and
to which I am eligible and a life-subscription to the official publication of the Alumni Council, now known as
The University of Chicago Magazine.

Degree(s): Class: Signed:
Non-graduates are eligible to membership in the College Association.
Address:

Make checks payable to The Alumni Council and send to the Secretary, The Alumni Council, Room 4-D, Cobb Lecture
Hall, The University of Chicago.
Alumni Fund Campaign Committee

FRANK McNAIR, '03, Chairman
111 West Monroe St., Chicago
Telephone: Randolph 4380

WILLIAM H. LYMAN, '14, Secretary
5 North LaSalle St., Chicago
Telephone: Franklin 3461

Miss Helen M. Adams, '17
Miss Ruth Agar, '14
Elbridge R. Anderson, '85
Mrs. Ethel Kawin Bachrach, '11
William Scott Bond, '97
Scott Brown, '97
Edgar A. Buzzell, '86
Charles W. Collins, '03
Miss Shirley Farr, '04
Daniel W. Ferguson, '09
Mrs. Angeline Loechel Graves, '08
Jose W. Hoover, '08, J.D., '09
Emery B. Jackson, '02

Rev. John L. Jackson, '72, D.B., '76
Roy D. Keehn, '02, J.D., '04.
Samuel MacClintock, '96, Ph.D., '08
Howell W. Murray, '14
Miss Helen Norris, '07
James Sheldon Riley, '05
Lewis Wilbur Smith, A.M., '13, Ph.D., '19
Adelbert T. Stewart, '04
Mrs. Frank Vanderlip, ex-'02
Miss Agnes R. Wayman, '03
Lawrence H. Whiting, ex-'13
Leo F. Wormser, '05, J.D., '09
November 24, 1919

Dear Mr. McNair:

Your favor of the 21st is at hand. I am very much interested in the plans of the Alumni Council which I am sure will be of great value to the University. By value I do not mean merely the financial question involved in the campaign for the Alumni Fund. It means keeping the knowledge and interest of the alumni alive in Alma Mater, and that is one of the most vital things for the future of the University that I can imagine. The fund certainly ought to be secured at an early date, and I am sure you will have no difficulty. While the University has always been glad to do all it could to help the alumni in their various activities it is plain that the time has come when the alumni can take things into their own hands and the greater cooperation between the University and the alumni will in every way make sure the years to come. The Treasurer of the University will, I am sure be glad to hold the funds and they will receive the same care and have the same safety as all
November 28, 1919

Dear Mr. Hamilton:

Your favor of the 8th of May has been very much appreciated in the plans of the William Connell
society, and we have been waiting for your arrival to the University.

We value it not how much money the financial assistance
involving in the campaign for the Adams Fund. It
was arranged for the knowledge and interest of the student
alive in time matter, and that is one of the most
after coming for the future of the University, and
me anxiety. The land company must do something
myself gathered, and I am sure you will have no difficulty.

While the University is in their various activities
coming to help the student in their various activities.

To be plain the time has come when the student can
face changes into their own and the General assembly
between the University and the student will in every way
make sure the years to come. The Trustees at the University
will, I am sure, be glad to help the cause and your wish
receive the same care and have the same efficiency as the
other University endowments.

With best wishes, I am,

Very truly yours,

Mr. Frank McNair,
Chairman, The Alumni Council,
The University of Chicago.
February Seventeenth, 1919.

Dear President Judson:

You will remember that a little more than a year ago you were good enough to arrange to ask Department Heads to inform your office when they or members of their departments were to make trips out of the city so that if conditions warranted, Alumni Clubs might be advised accordingly in the hope of stirring up some University of Chicago enthusiasm.

While we were not able to do anything on an extensive scale as we have not many clubs throughout the country which are able to undertake plans on short notice, yet I consider where we were able to do anything, it was of very distinct value. I am wondering, therefore, if you would be good enough to re-issue this notice and to arrange that the Alumni Office be promptly advised upon receipt of such information by you.

You will be interested to know that the Alumni Council is planning a reunion this year which will largely revolve about returned men from war service. The Council is going into the matter with real enthusiasm and it seems to me early enough to produce big results so that I look for Alumni Day in June to be a Red Letter Day this year.

Yours cordially,

[Signature]

President Harry Pratt Judson,
The University of Chicago,
Chicago, Illinois.
Chicago, February 18, 1919

Mr. Harrod N. Swift
Union Stock Yards, Chicago

My dear Mr. Swift:

Yours of the 17th inst. is at hand.

I will take up this matter as to trips of members of Departments. Next week I am to be in New York, attending the meetings of the Rockefeller Boards, and the alumni are planning a dinner for Friday night, February 28.

I am interested to know about the alumni plans for June. I am sure that they will be successful. I want to take up another plan in this connection, and that is to arrange on behalf of the University for the Trustees, faculty, students, and alumni the memorial service for the University men who have given their lives in this war. It might come very appropriately at or about the 30th of May, the national Memorial Day.

With sincere regards, I am,

Very truly yours,

H.P.J. - L.
President Ernest D. Burton
Faculty Exchange

My dear President Burton:

The Committee on Alumni Files and Records, which you appointed last spring and of which you asked me to act as Chairman, has held a meeting with all members present. We unanimously recommend a principle as the basis of action, which we have set forth in the accompanying report. If this principle is approved by the administration of the University, we are prepared to submit a report in detail with respect to the installation and operation of such mechanical equipment as may be necessary to vigorously follow up the line of action which we have recommended.

Yours very truly,

H. E. Slaught

H. E. Slaught
Aug 14, 1923

My dear President Burton,

I received your request concerning the Committee on Alumni Records and will be pleased to act as chairman. I will take the matter up of the first thing in October or it will not be feasible to get the Committee together earlier since I am now out of residence and will be away most of the time.

Yours very truly,

H. E. Slaughter
The University of Chicago  
Department of Mathematics  

December 12, 1923

President Ernest D. Burton  
The University of Chicago  
Faculty Exchange

Dear President Burton:

Your Committee, appointed to investigate and report on the maintenance and upkeep of the Alumni Records, has held a meeting with all members present. After considerable discussion of the records situation, the Committee unanimously agreed that the entire matter of the maintenance, extension and use of Alumni records from now on depends primarily upon the extent to which the University wishes to cultivate the interest of the Alumni through communications to them by mail.

It is well known that the presidential letter sent out in March was highly gratifying to the Alumni and we believe that occasional communications of this character will serve to develop intelligent and widespread loyalty and cooperation on the part of the Alumni as nothing else can do.

Moreover, we believe that the time is now opportune for the University to take its Alumni into definite and close cooperation and to look to them as an important source of assistance in achieving the future growth and development of the institution. The Alumni body, now numbering some sixteen thousand graduates, and many thousand equally loyal non-graduates, is rapidly increasing in numerical and financial strength, is already well organized and has shown its loyal spirit by the spontaneity with which the present Alumni Fund was subscribed. This body could be rapidly moulded into an instrument of great spiritual and material power for the University, as has been done, or is being done, by practically all of the privately endowed universities and colleges in the country.

Data recently compiled show that the Alumni of some forty institutions, during the three years 1919-1922 contributed nearly one hundred million dollars for endowments, buildings, laboratories and other educational purposes. University Alumni who, in the main, are the leading and successful citizens of their communities, have thus shown that they are willing to assume a generous share of responsibility for the advancement of higher educational institutions, in return for the special benefits which they recognize as having been received by them. The Alumni of the University of Chicago compare favorably with the best and we believe they will
President Ernest D. Burton, 12/12/23, #2.

respond, as other Alumni have so helpfully done, if only their cooperation is sought and their interest is maintained and cultivated consistently and continuously.

If, therefore, the general principle of widespread cultivation of Alumni interest through the mails, as above set forth, shall be approved, your Committee is prepared to submit details and specifications for the creation and maintenance of Alumni records machinery adequate for the purpose.

Incidentally also, we are prepared to show that this same machinery will be highly useful for various purposes, not only in connection with the Alumni office, but also in other divisions of the University, and that its installation will make for efficiency and economy in many ways. We would, however, justify the expenditure of funds for such equipment rather upon the basis of the general principle above set forth than upon these incidental advantages. We are, therefore, making this preliminary report and will await your further directions before entering into detailed specifications.

Respectfully submitted,

Committee:—

W. E. Slaught
Chairman

NC Higginson

John McDade

James A. Bayne

Henry G. Sibley

A. E. Pierson

E. H. Foote
December 6, 1923

President Ernest D. Burton
The University of Chicago
Faculty Exchange

Dear President Burton:

Your Committee, appointed to investigate and report on the maintenance and upkeep of the Alumni Records, held a meeting on November 14th, with all members present. After considerable discussion of the records situation, the Committee unanimously agreed that the entire matter of the maintenance, extension and use of Alumni records from now on depends primarily upon the extent to which the University wishes to cultivate the interest of the Alumni through communications to them by mail.

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To the President of the University

Dear President Porter:

Your Committee, composed of representatives of the student body, faculty, and administration, have met and have considered the questions and problems submitted to them for their recommendation. They have been unable to agree on a solution that meets all the concerns and interests of the community.

We would like to bring to your attention several issues that need to be addressed:

1. **Faculty Compensation:**
   - The current compensation structure is not reflective of the efforts and contributions of our faculty members.
   - We recommend a review of the compensation package to ensure it is competitive and fair.

2. **Student Housing:**
   - There is a growing concern about the adequacy and safety of our current student housing.
   - A comprehensive review of the housing facilities is necessary to address these issues.

3. **Curriculum Development:**
   - There is a need for more flexibility in our curriculum to accommodate the diverse needs of our students.
   - We propose a committee to explore new courses and programs.

4. **Technology Integration:**
   - The integration of technology into the educational process is essential for preparing our students for the future.
   - We recommend a plan to increase technology resources and training for faculty.

5. **Research and Development:**
   - Our university has a significant potential for research and development.
   - Increased funding and support for research initiatives are needed.

We believe that these issues, if addressed, will contribute to the overall improvement of the university and its ability to serve its constituents.

Sincerely,

[Signatures]
of the University of Chicago compare favorably with the best and we believe they will respond, as other Alumni have so helpfully done, if only their cooperation is sought and their interest is maintained and cultivated consistently and continuously.

If, therefore, the general principle of widespread cultivation of Alumni interest through the mails, as above set forth, shall be approved, your Committee is prepared to submit details and specifications for the creation and maintenance of Alumni records machinery adequate for the purpose.

Incidentally also, we are prepared to show that this same machinery will be highly useful for various purposes, not only in connection with the Alumni office, but also in other divisions of the University, and that its installation will make for efficiency and economy in many ways. We would, however, justify the expenditure of funds for such equipment rather upon the basis of the general principle above set forth than upon these incidental advantages. We are, therefore, making this preliminary report and will await your further directions before entering into detailed specifications.

Respectfully submitted,

Committee:
November 23, 1923

To the Members of the Committee on Alumni Files and Records:

Dear Colleagues:

In accordance with the action of our Committee at its recent meeting, a statement has been prepared setting forth what seems to have been the unanimous sentiment of all. We have made a tentative draft of a report, and I am enclosing herewith a carbon copy of the same. Will you kindly give it your careful consideration and make any suggestions of whatever nature may occur to you? We will then make a final draft embodying all of your suggestions and submit the original to each of you for your personal signature.

Will you kindly return the carbon with your suggestions at your earliest convenience?

Yours very truly,

K.E. Slaughter

K.E. Slaughter
Chairman
To the Members of the Committee on Planning, Please and Recreation:

Dear Colleagues:

In accordance with the rules of the Committee of the
recess meeting and open meeting session held on 6-11, we have been requested to provide a
report on the current status of the project. We have been working on a comprehensive study of the area and have
come to the conclusion that a comprehensive report is necessary to
address the issues raised in the meeting. We will present a
comprehensive report of our findings and recommendations
on a later date. We kindly request your approval of our report and
recommendation.

Yours sincerely,

[Signature]

K.K. Strachan
Chairman

Committee
With respect to a plan for printing and publishing the University of Chicago Magazine, your committee begs leave to report as follows:

1. That the Alumni Council assume all responsibility, financial and otherwise, for the printing and publishing of the magazine.

2. That the University make a subsidy to the Alumni Council towards the expense of printing and publishing said magazine, the amount and duration of said subsidy to be determined by conference between the University and the Alumni Council. Your committee thinks that the amount of subsidy might be reduced as the magazine becomes more prosperous.

3. That a fixed amount of space be reserved for University use, for the publication of official matters, such as Convocation addresses, and for this space the University pay the Alumni Council, the amount of space and the compensation to be determined in the same manner in which the amount of subsidy is to be determined (See #2.)

4. That there be an editor in chief of the magazine appointed by the Alumni Council who shall be responsible for the policy, contents, make-up and regular publication of the magazine, and that there be an Associate Editor, an alumnus, who shall be a member of the Faculty of the University, appointed by the Alumni Council, with the
With respect to a plan for printing and publication

of the University of Chicago's Kent Committee report on

education and opportunities for the printing and publication

of the Kent Report.

So that the University make a supply of the final

committee's report, the expense of printing and publication

will be met from the income and endowment of the university

to be received by the committee members. The University

and the Kent Committee, your committee, therefore, make

recommendations that the

more preferable

be that a fixed sum of stock be received for

University use for the publication of official reports,

such as Kent Committee reports, and for the expense of

the committee in the Kent Committee, the amount of stock

and the committee to be determined by the senate council.

With the consent of the senate council, the number of

members of the committee to be decided by the

University, supported by the Kent Committee and all

University officials.

For the purposes of this report, any other reports of the

University, and any reports of the faculty of the

University, supported by the Kent Committee, and the
approval of the President of the University. He shall advise and counsel with the Editor in Chief, and his further duties shall be to see that the Editor in Chief is correctly informed of all matters connected with the official life of the University which would be of interest to the alumni, said Associate Editor to serve without remuneration. If it should be determined by the Alumni Council to insert advertisements in the magazine, all advertisements must be approved by the Associate Editor before insertion.

5. That the University assume the responsibility of preparing, printing and publishing the Alumni Directory, and that this be done either (a) by keeping the records in the Recorder's Office or (b) by having them kept in the Alumni Secretary's Office as at present, but subject to University supervision.

If a Secretary such as Mr. Moulds should be appointed by the Alumni Council, who would be in close touch with the Recorder's and Cashier's Offices, there are certain advantages in the latter plan.
applicants or the President of the University. The applicant
shall and agree with the Warden in Council and the
further notice shall be to see that the Warden in Council
is acquainted in advance of all matters connected with the
Affiliates of the University, which may be
important to the University, and Associate Members of the
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Affiliates or Members of the University, and Associate Members of the
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It shall be the duty of the University to ensure that
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MEMORANDUM I.

Union of Alumni Association Offices.

At present there are the following organizations interested in Alumni work:

1. The University of Chicago Alumni Association—which is supposidly comprehensive of the Alumni of all departments, but practically represents the holders of Bachelors Degrees of Arts, Philosophy and Science.

2. The Divinity Alumni Association.


4. The Doctors of Philosophy Association.

This union of Association offices is desirable for the following reasons:

a. The proposed maintenance of Alumni Records by University subsidy.

   (1) This would centralize under one control all of the effort in maintaining up-to-date Alumni Records.

b. Concentration of all efforts at keeping up-to-date records.

   (1) The routine correspondence of all Alumni groups would pass through this office.

c. Economy of administration.

   (1) By routine system--
   (2) Especially in case of graduates who hold several degrees and are eligible to membership in more than one Alumni group organization.
   (3) Distribution of literature of one Alumni group through the general Alumni office at the same time that other Alumni groups are circularizing.

d. Relation to Alumni Directory.

   (1) This office produces an Alumni Directory of all graduates and should be in constant touch with all routine Alumni efforts.

e. Autonomy of group Alumni Organizations would not be disturbed.

   (1) Separate files of Alumni of each group
MEMORANDUM

Union of Alumni Association Offices

At present there are the following organizations

interested in Alumni work:

1. The University of Chicago Alumni Association—whose interests are

   broadly comprehensive of the Alumni of all departments and

   programs. Representatives from the faculties of Business, Education,

   Arts, Philosophy, and Science.

2. The Divinity Alumni Association.


4. The Doctors of Philosophy Association.

The motion of Alumni offices is hereby for

the following reasons:

1. The proposed maintenance of Alumni Records by Unit.

   varietly helpful.

(1) The Alumni Records under one control

   stead of scattered in miscellaneous and

   for Alumni Records.

   p. Concentration of SEI efforts of keeping up-to-date

   records.

(1) The routine correspondence of SEI Alumni

   reports would bear further to this office.

2. Economy of administration.

   p. Routine system—

   (1) Brevity of service.

   (2) Brevity in cases of graduates who have

   several degrees and are eligible to mem-

   ber in more than one Alumni Group or

   constitution.

3. Disposition of interference of other Alumni

   groups through the General Alumni office

   at the same time that other Alumni groups

   are organized.

4. Reference to Alumni Directly.

   (1) The office produces an Alumni directory

   of every graduate and society to in con-

   formity with SEI routine Alumni office.

5. Emphasis of Branch Alumni Organization work not pe

   separate titles of Alumni to each group.
would be maintained for the use of Alumni group secretaries.
(2) Alumni groups would maintain separate annual meetings.
(3) Distribution of Alumni group literature through the general office at the same time as other literature to other Alumni groups is distributed.

f. Reaction on the new Magazine.

(1) The New Magazine would then be an all-Alumni publication.
(2) Each Alumni group Organization would have a separate regular department in the Magazine.
(3) Each Alumni group secretary would then be practically an associate-editor of Alumni news and a general promotor of the Magazine.

g. Use of Magazine as the organ of all Alumni groups.

(1) A uniform annual Alumni due for all graduates, no matter of what department, is suggested. A certain proportion of each payment to go to the Magazine, a second share to go to the general Alumni office for maintenance of records and circularizing, and a third portion to go to the Alumni group office of the individual who paid the dues as a member, to defray the separate expenses of that separate Alumni group Organization. Or, inasmuch as the University will subsidize the Alumni records effort, the sharing of the proceeds from dues-subscriptions might be restricted to the Magazine and the Alumni group concerned. The former adjustment would operate in some measure to cut down the expense to the University of the maintenance of Alumni Records.

(2) An annual general distribution of the Magazine to all graduates, whether subscribers or not. (See Memo IV. on distribution of new Magazine.

h. The re-organization of constitutions of Alumni groups.

(1) To provide as nearly as possible a common basis of membership requirement and general administration to the end that each graduate, by the payment of one annual dues is a member of the general Association, and of the various Alumni group Or-
WouId be maintainmg tor the nee of a new
in Alumni Secretary.
Alumni Group wantmg maintainmg separate
summit mmfeed to.


distribition of Alumni Group's interest
infringement the content office of the same
time as other interest of other Alumni

3. Report to Affiliated Group

1. Reversion to the new Message.

The new message would then be as foll-

Alumni Participation
Even Alumni Group Organization would have
a separate register department in the Men-
secure.

2. Alumni Group secretm would then be
pretext to as associate editor of Alumni-
in name and a editor of the Alumni

3. Use of Message as the order of All Alumni Group.

A matter of Alumni Group and for all tests.

In effect, on matter of what department
understand a certain proportion of each
division permit to go to the message or series.
still to go to the General Alumni Office
in line and a binding statement of the instruction.
An Alumni Group message of the Alumni
section the same as a member to gather the
separate existence of past interest of Alumni
Organization of Information. Of information is the
University with participate the Alumni-In
consider affect the binding of the message
from a message that might be restated.
In order to participate might be restated
the content department mentioned to some
operates in some measure to come down the-
message of Alumni Registry.

1. Summary General Participation of the Message

1. See Memo IV. no Action.

2. Memo VI. no Action

3. Memo II. Articular

If the re-organization of committee of Alumni Group.

1. To provide as necessary expression a commit-
tee or committee for member's development and case.

2. Summarization to the any that each

re-organization of the development of clear
Alumni Group is a member of the General Association.

5. John of the various Alumni Group Or-
ganizations to which he may be eligible, and also receives the Magazine.

(2) The general Alumni Association would then perform all of the common functions, of which the maintenance of Alumni Records, circularizing, and promotion of the official organ, are the most important and comprise most of the expense producing efforts.

A suggested plan for the organization of this general Alumni Association is to have its officers the same as those of the collegiate Alumni, which is practically the case at present, with a council composed of the secretaries of the other Alumni groups. This is suggested inasmuch as the collegiate Alumni group is by far the largest and is the one which takes the larger part in Alumni affairs.

The result of this plan would tend to develop a University-Alumni, and would correlate the Alumni of the several departments, a thing which is not now accomplished. It would also make it more convenient, than is possible by the present arrangement, for the University to get into touch with all of the graduates or the graduates of any department of the University, as for example, in Summer Quarter promotion, Harper Memorial Fund promotion, etc.

"" "" "" ""
Recommendation to which he may be a party, and also receive the Magazine.

The General Alumni Association would then
perform all of the common functions of,
with the maintenance of Alumni Records
control, and promotion of the Alumni
comprise most of the expense producing

efforts.

A successful plan for the organization of this year's
Alumni Association is to have the following the same as those
of the College Alumni, which is practical in the case of present
with a convoluted committee of the secretaries of the other Alumni
groups. This is necessary inasmuch as the College Alumni group
is the one which takes the larger part
in Alumni efforts.

The benefit of this plan would tend to develop
University Alumni and would correlate the Alumni of the several
University Alumni's when their to the new organization. It would also
make it more convenient. There is possibility of the present
ment for the University to get into a good ship of the young
steps on the grades of any department of the University, as you
example, in summer vacation promotion, Harper Memorial, Young's House,

famous etc.
MEMORANDUM II.

Records of Non-Graduates.

Such records are maintained by Yale, Cornell, Wesleyan, Brown, Michigan and Harvard. The following reasons are advanced for maintaining these records:

1. The University has a very large number of loyal non-graduates. The large number is partly due to the quarter system. Letters have been received indicating their disappointment at not being kept in touch with the University.

2. The non-graduates provide a very excellent field for Magazine promotion, for correspondence study promotion, Summer Quarter promotion, and University Press promotion.

3. It is very desirable to interest the non-graduates in the local Alumni Club movement. Very frequently they outnumber the resident graduates.

4. It is desirable to interest the non-graduates in Alumni reunions and in the reunion gift effort.

A number of questions arise as to the extent of the Alumni Records, assuming that some such effort should be maintained:

1. Records of all non-graduates, or

2. Records of students who have a certain number of quarters or years of residence work.

3. Extension of non-graduate records to students in correspondence work.

4. Old University non-graduates.

The question also arises as to the nature of the classification of Alumni Records:

1. A complete record as in the case of graduates, embodying
   a. A basic alphabetical file for complete data.
   b. A chronological file, alphabetically arranged under year of first entrance. (This would group together those who were in the University at the same time.)
   c. Publication of "b", with current data, in the Alumni Directory, together with geographical and alphabetical indices, separate from, or in same lists with, the graduates.
   d. Use of addressograph.

Or 2. An alphabetical list of non-graduates.
MEMORANDUM II

Record of Non-Graduates

Such records are maintained by Yate College, Weaverville, Brown, McNett, and Harvard. The following reasons are advanced for maintaining these records:

1. The University has a very large number of loans with respect to the charter system. However, the large number of loans have been received in proportion with the University.

2. The non-graduates provide a very excellent field for the promotion of promotion, promotion, and University Press promotion.

3. It is very convenient to receive the non-graduates in the UMP.

4. It is necessary to maintain the non-graduates in the Alumni repute.

A number of exceptions arise as to the extent of the Alumni repute, assuming that some such effort might be made:

1. Receptor of all non-graduates.

2. Receptor of all students who have a certain number of courses at

3. Receptor of all students who have a certain number of courses at

4. Receptor of all students who have a certain number of courses at

5. Receptor of all students who have a certain number of courses at

Classification of Alumni Recept:

A complete record as the case of graduates.

1. A complete report of the original record of professional life of graduates.

2. A complete professional life of graduates.

3. A complete description of the same life of graduates.

4. A complete description of the same life of graduates.

5. A complete description of the same life of graduates.

6. A complete description of the same life of graduates.

7. A complete description of the same life of graduates.

8. A complete description of the same life of graduates.

9. A complete description of the same life of graduates.

10. A complete description of the same life of graduates.
MEMORANDUM III.

Alumni Directory.

It is suggested that a larger, more complete and comprehensive directory be produced than in former years. The idea is to establish a publication appearing at regular intervals which will correspond to the general catalogues or historical catalogues of other institutions. Such a publication would not only contain the present Alumni Directory material, but would marshall much of the facts which now appear in the volumes of the Annual Register, besides presenting additional material.

This new publication would bring to the graduate and former student much valuable information, at present either not presented at all, or in such ways that it does not reach but few of them. It would present the larger facts which the interested graduate should know about, and would put him in a position to talk intelligently concerning the University, Alumni Organizations and the Alumni themselves.

It is also suggested that the type be held over from one edition to the next and only corrections and additions entered. It is estimated that this publication could be sold upon a subscription plan at upon a cost basis of about $1.00 a year after the first expense of the first edition has been met.

The suggested arrangement of the directory follows the arrangement proposed for the maintenance of Alumni Records, the two plans working hand in hand.

The classification of data will also enable each of the Alumni groups to find its own material separately arranged.

The following suggestions of an outline for the content of the Directory are the result of a comparison of Alumni publications of six representative institutions, with an appropriation from each of what seemed the best features.

1. Introduction by the President of the University.

2. University Records, such as:

   a. Cut of the President.
   b. Map of buildings and grounds.
   c. Views of buildings and grounds.
   d. Annals of the University.
   e. Historical sketch of the University.

3. Lists of officers of administration and instruction since the founding of the University, with years of incumbency, date of death or withdrawal, and record.

   a. List according to seniority or order of appointment and containing record.

   b. An alphabetical list referring to page, where name
MEMORANDUM

Alumni Directory

If it is suggested that a factor, more complete and thorough investigation be conducted as part of a broader examination of the educational system, this may include an examination of the effectiveness of the Directory. The following paragraphs outline how this could be achieved:

1. Information on the President of the University
2. University Records, such as:
   a. View of the President
   b. Majors of the University
   c. Views of the Dean of Admissions
   d. View of the Dean of Undergraduate Education
   e. Historical records of the University
   f. History and Scope of the University
   g. Information on the President of the University's role in the University
   h. Alumni records

The following suggestions are outlined for the President on the campus:

a. Use of alumni assistance in recruitment and information about the University
b. Use of alumni for recruitment of entering freshmen
c. Use of alumni for placement of graduates in employment

In conclusion, let me reiterate that the benefits of a well-organized alumni Directory cannot be overlooked.
is found under list "a".

Explanatory—The following questions arise in this connection:

a. To what extent these lists should go back into the Old University.

b. Nature of the Record, whether it should be the entire personal history of important data, or merely record as a member of the faculty.

c. It is suggested that the alphabetical index note the fact of a Chicago degree or residence as a student, thus providing information as to how many in the faculty have had training in the University.


a. Historical sketch of Alumni Associations of Old University and New University.

b. Lists of officers and members of standing committees with dates.

c. Lists of Alumni members of the University Congregation with dates.


e. Alumni Association statistics, such as growth, membership among classes, etc.

f. Lists of class officers, especially permanent class secretaries.

g. Lists of Local Alumni Clubs with current officers.

h. Advertisement of Alumni publications.

i. Cuts of Alumni Association officers.

j. Alumni statistics such as marriage, children, occupation, geographical distribution, higher degrees, work in other institutions, public offices, bibliography, etc. etc.

5. Alphabetical classification, under year of graduation, of the graduates in each department, with current record, such as address and occupation, and important historical record. (See note on data desired for record.)

a. Honorary degrees.

b. Doctors of Philosophy.

c. Masters of Arts, Philosophy and Science.

d. Bachelors of Divinity.

e. Doctors of Law and Bachelors of Laws.

f. Bachelors of Education.
In form under the "U"

Executive Order 566

The following description shall be inserted into the

The President of the Senate of the University of the

As a member of the Senate, if he is also an

In accordance with the Senate's provision, the

Deleting a member of the Senate, at least


c) Chairman of the Senate, and

d) Secretary of the Senate.

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g. **Bachelors of Arts, Philosophy and Science.**

Explanatory--

In case of a person holding several degrees, the record to be found in the list of the lower degree, and the other lists, where such name appears, to contain reference to the page of the record in such lower list.

The number of deceased and living graduates to be tabulated at the end of the list of names for each year in each group. A summary to be compiled at the end of each group, and a final summary at the end of the entire list.

Special data in the case of Doctors of Philosophy to be provided as now.

Data of deceased graduates to be shown instead of no data as at present.

**Note concerning data desired for record:**

(1) Current data of address and occupation unless such information appears under information referred to in (2).

(2) **Important historical data.**

a. Other degrees conferred by the University.
b. Degrees of other institutions.
c. Offices in the University.
d. Professorial appointment in other institutions of good standing, or under the United States Government or other national governments.
e. Other important educational positions as principal in leading secondary schools or superintendent of school systems.
f. Membership in foreign and American scientific and scholarship societies.
g. Important offices under United States government, State governments, and foreign governments.

6. Alphabetical index of all graduates of all departments with degrees and years and pages where the records of each graduate is shown under his respective group or groups.

7. A geographical index, by towns under states, of all graduates with degrees and years. In the case of large cities, street and number to be given also.

8. Classification of non-graduates according to date of first entrance, with some data as in the case of graduates.

Expeditionary:

In case of a person holding several degrees, the receipt to be signed in the first of the lower degrees and the order
respecting the date and time of appearance to the proper
place where each name appears to confirm reference to the place
of the receipt in such lower fact.

The number of degrees may be transferred to be
promoted at the time of the pay of the same for each year in each
rank. A member to be compting at the end of each group, and
of a different number of the end of the entire list.

Specific names in the case of Doctors of Philosophy
to be printed as now.

Note or degree granted for record:

(1) Current date of degree and occupation inferred to in
(2) Important information.

(3) Important information:

a. Other degrees conferred by the University.
b. Degree of other institution.
c. Office in the University.
d. Representative appointment in other institutions or
professional advancement as President or
member the Board of Trustees or government or
member a college, society, or national society.

(4) Important office of United States or other
state government, and foreign government.

(5) Important office of the United States.

(6) Important office of the United States.

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(17) Important office of the United States.

(18) Important office of the United States.

(19) Important office of the United States.

(20) Important office of the United States.
a. As in the case of graduates, or
b. Together with the indices of graduates.

Explanatory--

If the indices of graduates and non-graduates were combined, the arrangement could be so affected by means of differences in type or by arrangements of data, as to the year of graduation in the case of graduates, and period of residence in the case of non-graduates, in separate columns, as well as the classification of graduates according to departments in other columns, so that at a glance the alphabetical index would show the names of all students, non-graduate and graduate, the department in which the work was done, the degree taken or period of residence, the page where a full record of the individual might be found, and a numerical tabulation of the totals footed up at the bottom of each column which would indicate the grand totals of the above data.
Explanatory -

In the instance of graduates and non-graduates, the
complied, the arrangement could be so affected by means of gift
reference to type or in arrangements of cases as to the year of
graduation in the case of graduates and period of residence in
the case of non-graduates, to separate columns as well as the
occurrence of graduation or college to graduation in other cases.

we are now faced with a full census of the information might be
taken of all college which would indicate the broad scope of
the space given.
MEMORANDUM IV.

An Annual General Issue of the New Magazine.

It is suggested that once a year it would be desirable for the University to distribute a copy of a certain issue of the Magazine, say in the early part of May, to all graduates of all departments, and possibly also to non-graduates, whether active members of the Alumni Association, or subscribers of the Magazine, or not.

Such an issue would contain the following special material.

1. Annual information of Alumni organizations, such as reports, notices of meetings, notices of Alumni Day; to conduct election of Alumni officers and Alumni members of the University Congregation. (This last effort has been subsidized by the University during the last two years to the extent of the postage account in distribution to all Alumni.)

2. Annual University information, such as University Press bulletins, general University bulletins, such as Summer Quarter promotion, official reports, etc. (It should be noted that other institutions send annually official reports to all graduates. It is suggested that a digest or brief of such reports might be incorporated into such an annual issue.)

3. Special University promotion, as in interesting the Alumni and former students in University Ceremonies, such as the Convocation, special services like the Dedication of Freeman Chimes, special circularizing effort such as the Harper Memorial Fund movement. (The University has found it advantageous to use the Magazine for this purpose during the past spring.)

The following incidental benefits from this plan should be noted.

a. Magazine promotion.

b. Reaction upon correction of Alumni Records, and providing new material for Alumni Directory.

Such an annual distribution would enable us to check up addresses, occupations and other data, and might be made the incidental means of carrying a blank to be returned, on the basis of which the Alumni Records could be revised and new editions of the Alumni Directories made.

Note -- See Memorandum on "Union of Offices".

### ### ###
MEMORANDUM

AN ANNOUNCEMENT OF THE NEW MEMBERS

It is expected that once a year, it would be of great use to announce a selected body of alumni to make an effort to attract a certain number of members to the organization's endeavors and to encourage the members of the Alumni Association to support and participate in the organization's activities.

Such an issue would contain the following material:

1. Annual information of Alumni Association such as reports, notices of meetings, reports of Alumni Day, etc. to convey the latest news of the University and its members.

2. Annual University Information such as University Profiles, etc. It should be noted that other information may be summarized in other reports to the University.

3. Special University Promotion as in connection with the Alumni and the Association.

The following individuals are recommended for this position:

- Secretary, Alumni Records, and other appropriate positions.

Such an announcement should be sent to all interested members of the Alumni Association, and new members of the Alumni Association may be encouraged to participate in the organization's activities.

Note -- See Memorandum on "Union of Officers".
MEMORANDUM V.

Alumni Records.

The following plan has been worked out after considering the systems in vogue in a half dozen representative institutions. It permits of unlimited extension as the number of graduates increase, and is arranged partly with reference to the use of the data in the Alumni Directory.

1. A basic alphabetical card file of all graduates showing full data.

Such a card file is now being maintained. It is suggested that the new file provide for two sections, namely, one for living Alumni and one for deceased Alumni. The following question arises in this connection.

Extent and nature of data to be preserved. This question to be considered with reference to important Alumni statistics, such as marriage, sex, issue, occupation, geographical distribution, higher degrees, period of residence, work in other Universities, public service, position in the University, positions in other Universities, etc. Much of the above material is useful for a comprehensive Alumni Directory. (See Memorandum III, and also see President's Report, 1906-1907, page 10.)

2. An alphabetical index for each degree conferring department, arranged according to years of graduation.

   a. To contain current facts for posting to editions of Alumni Directory.
   b. To be used also as Alumni group catalogues for the use of Alumni group secretaries. (See Memorandum I on Union of Offices.)

3. An addressograph of all graduates, geographically arranged.

   a. This plan was originally started, but has fallen into disuse, and no revision has been made during the past two years.

4. A letter file alphabetically arranged with separate envelopes for each graduate, if necessary.

   a. For important correspondence, personal data, for use in Alumni Directory, and in providing general Alumni information.

5. Maintenance of non-graduate Records.

   See Memorandum II.

The above plan involves the purchase of:

   a. Files for the basic catalogue mentioned under 1. The present file is filled, and not adequate in arrange-
MEMORANDUM

ALUMNI RECORDS

The following plan has been worked out after con-
ing the system in use in a half dozen representative in-
estitutions. It provides for unlimited extension as the number of
graduates increases, and to maintain pertinency with reference to the
use of the gates in the Alumni Directory.

I. A Special Identification card file of all Graduates now in
file

Such a card file is now being maintained. It is
suggested that the new file provide for two sections; namely:
1. For living Alumni and one for deceased Alumni. The following dure-

for the President's Office?

Student records of each Graduate department.

To consult current records for building of attic of

Alumni Directory.

To be used in the Alumni Graduates file. See Memorandum I.

on Union of Office.

The plan was originally adopted, and has been in ef-
forcement with success and refinement.

A letter file alphabetically arranged with separate envelopes

for each graduate, if necessary.

For important correspondence, personal letters, etc., for the

Inf. in Alumni Directory, and in Alumni General Alumni

See Memorandum II.

The above plan involves the purpose of:

A letter file for the basic categories mentioned above. The

president file if titled, and not separate in structure.
ment or in possibilities of extension to suit growing needs.

b. Files for the classification of Alumni groups mentioned under 2.

c. New addressograph, or completion and revision of the present old addressograph. It is suggested that a new modern classified addressograph be used in place of the antedated pattern now in vogue.


e. Additional furniture and appliances in case the non-graduates are to be included among the Alumni records.

The plan also involves the following needs:

a. A new form of basic record card for future additions to the list. The present card is inadequate in size and printed form.

b. A revision of many of the present cards on account of incorrect current data, deaths, marriages and omissions.

c. A follow-up system for inquiries after Alumni data, involving printed forms, such as return postal cards.

d. A somewhat elastic postage and stationary account.

e. Expense of clerical and supervisory work in the initial work of installation, and in the regular routine work of maintenance.

f. General office equipment, as desks, cabinets, typewriters, etc.
President Harry Pratt Judson,
Faculty Exchange.

My dear Dr. Judson:

I beg to submit herewith a supplementary report of the committee composed of Messrs. Percy E. Eckhart, F. W. Shepardson, H. S. Fiske, and George O. Fairweather, on matters of mutual interest to the University and the Alumni Association:

I. It is recommended that a plan of co-operation be evolved among the several organized Alumni groups, namely:
   The University of Chicago Alumni Association
   The Divinity Alumni Association
   The Law School Alumni Association
   The Doctors of Philosophy Association; and all other similar organizations which may hereafter be organized.

It is believed that the best interests, both of the Alumni and the University, would be served by the union of the offices of the several secretaries, in so far as each maintains a routine common to all, and engages in other efforts which might be more effectively and more economically done through a central agency. It is urged that the University arrange for a conference of these secretaries where the details of this plan may be worked out. It is suggested that among the possible lines where such a union would be desirable are the following:

1. Maintenance of Records.
3. Routine correspondence.
4. Alumni Day celebration and promotion.
5. Circularizing of Alumni.
7. The perfection of a general Alumni Association, inclusive of all group Alumni Organizations.

II. It is recommended that the revision and maintenance of the Alumni Records be regarded as a University function, carried on through the Alumni Association, and that an appropriation be made to place this effort upon a permanent and satisfactory basis. The details of the suggested new arrangement are being worked up in conference with the University Recorder and other officials, but embrace the following considerations:

1. Maintenance of alphabetical and geographical classifications of Alumni of all departments.
2. Maintenance of alphabetical and geographical classification of non-graduates, at least of those who have completed two years of work.

It is believed that it is eminently worth while to maintain the interest of non-graduates.
Preventative Health Project: Algajon

My Dear Dr. Algajon:

I beg to submit herewith a preliminary report on the committee's study of Preventive Health Project, Algajon. The committee of the Board of Directors, the Executive Committee, and the Board of Trustees, with the assistance of the Department of Preventive Health and the Altman

Association,

are working on the encouragement of a plan of cooperation for the implementation of the following recommendations:

1. Maintenance of Records
2. Maintenance of Alumni Relations
3. Routine correspondence
4. Alumni Day celebration and program
5. Graduation of Alumni
6. Promotion of Alumni

The selection of all new Alumni Organizations

II. It is recommended that the project be regarded as a venture of the University. The University should provide a program and cooperate in the development of the necessary education to the extent that the University offers the necessary courses. All recommendations and suggestions made in this report have been carefully considered and are included as recommendations.

The following recommendations:

1. Maintenance of Alumni Relations
2. Assistance to Alumni Relations
3. Maintenance of Records
4. Assistance to the Alumni Association

I beg to submit the report of the committee on cooperation for the implementation of the project.
by preserving records in their case, and the extent to which this principle should be carried is limited only by the funds which may be found available for the purpose. An estimate of cost in connection with this effort will be submitted with the final report.

III. It is suggested that a new edition of the Alumni Directory be prepared at once, and that a regular scheme for new editions biennially be determined upon. It is also recommended that the future editions of the Alumni Directory take the form of a larger, more complete and comprehensive publication, corresponding in the main to the general or historical catalogues of other institutions, and embracing the material provided in the general catalogue of Faculty and Alumni, published by the University in 1902. An estimate of cost upon this basis will also be presented in the final report.

IV. It is urged by the Committee that the report upon the Merger of University Record and Alumni Magazine be considered at the earliest possible moment, in order to provide the basis for the immediate work of the editorial and business management of the respective publications.

Respectfully submitted for the committee—

George B. Fairweather

August 3, 1908.
by preserving records in their case, and the extent to which the principle of the law may be extended to situations which are today outside the ambit of the present law. An estimate of the number of cases in connection with the law will be submitted with the final report.

III. It is suggested that all matters concerning the amount of assessment, of the new schedule of costs for graduate training, and for the new schedule of fees for graduate training. The new schedule of costs shall be reviewed by the Faculty of Education and the Faculty of Science. It is also recommended that the report on the Faculty of Education and the Faculty of Science, be prepared by the Faculty of Education and the Faculty of Science, and submitted to the Committee for consideration.

IV. It is urged by the Committee that the report on the future of educational research and training in the University, be prepared by the Committee for consideration, with a view to the future educational work of the University. It is also suggested that the report on the future educational work of the University be prepared by the Committee for consideration.

Respectfully submitted for the Committee.

[Signature]

[Signature]

[Signature]
Petition for Representation on Alumni Council

by

School of Education Alumni Association

January 7, 1920.

To the Alumni Council of the University of Chicago:

The School of Education Alumni Association respectfully petitions for admission into the general Alumni Association of the University of Chicago with the right, as stated in the by-laws, to have its proportionate representation in the Alumni Council.

The facts relative to the formation of the association are as follows: On Friday, July 18, 1919, a meeting was held to consider the advisability of organizing a School of Education Alumni Association. The sentiment in favor of such an organization was so clearly and definitely expressed that it seemed advisable to proceed at once with the routine of organization. A committee was accordingly appointed to draw up a constitution and to nominate officers for the ensuing year. After the committee had completed its work a meeting was called for Thursday, August 21, to complete the organization of the association as far as this was possible without final approval by the Alumni Council.

The constitution which was adopted on Thursday, August 21, was reviewed and accepted by the Alumni Council at the meeting on August 14. The constitution as adopted was printed in the November number of the University of Chicago Magazine.

The officers of the association for the current year are as follows:

(Lists officers)

Respectfully submitted,

(Signed) L. W. Smith,
President

(Signed) Marjorie Hardy,
Secretary-Treasurer.
Petition for Representation on Alumni Council

School of Education Alumni Association

January 1, 1960

To the Alumni Council of the University of Chicago:

The School of Education Alumni Association respectfully petition:

The Board of Governors of the University Alumni Association of the University of Chicago to recommend the following:

A series of meetings of the Alumni Association will be held to discuss the future of the School of Education. The purpose of organizing this School was to provide an opportunity for alumni to contribute to the education of their profession, and to promote the advancement of the field. A committee was formed to explore this opportunity. After the committee's report, the Council is invited to consider the following:

The committee recommends that the School of Education be expanded to include more faculty and programs. The Council is also requested to consider the future of the University Alumni Association at the University of Chicago, as a means of stimulating interest in the institution.
The Alumni Council  
OF  
The University of Chicago

May 2, 1924.

President Ernest DeWitt Burton,  
Faculty Exchange,  
The University of Chicago.

Dear Mr. President:

I have your letter of May first advising of the going into effect of the Contract between Rush Medical College and the University of Chicago, and inquiring about the practicability and the methods of having the alumni of Rush become identified with the alumni associations of the University.

You will be interested to know that in 1920 a committee of the Rush Alumni Association wrote a letter to the Alumni Council expressing the desire to become associated with that body. The request was not acted upon, however, because of the questioned relationship of Rush alumni with the alumni of the University at that time.

It was the opinion of the Council at that time, and I am sure it is the opinion of the Council now, that it would be very desirable to have the alumni of Rush definitely and officially identified with the alumni of the University. The Council has always been desirous of having a Medical Association, and has always had in mind the organization of such an association as soon as conditions at the University permitted.

As to the practicability of affiliation, I do not think there would be any difficulties. There would, of course, have to be some adjustments on the part of the Medical Association to such matters as dues, life memberships, etc. But all of these are details which I am sure could be worked out.

As to the method of joining our alumni associations, it would be proper for the officials of the Medical Association to petition the Alumni Council, in view of the Contract relations established, for association with and membership in the Council. The petition should briefly set forth the history of the Medical Association, its present methods of financial operation, the desire of its members to be identified with the alumni of the University, and their willingness to subscribe to the By-laws of the Alumni Council to which all of our associations must subscribe.

This petition should be presented at a regular meeting—in this instance, the July meeting of the Alumni Council—at which time it would be acted upon by the Council in accordance with the By-laws.

Sincerely yours,

A. G. Pierrot,
Alumni Secretary.

AGP:LMW
President Ernest DeWitt Burton,
Faculty Exchange,
The University of Chicago.

My dear President Burton:

In response to your telephone request of yesterday afternoon, I submit to you herewith documents relating to the organization of the Alumni Council, the organization of Associations represented on the Council, and the method of petitioning the Alumni Council for admission to membership by an Association.

These documents include copies of:

First

(1) The Articles of Agreement, entered into by the four alumni associations—College, Divinity, Law, and Ph.D.—on October 6, 1909, to which incoming associations must subscribe to qualify for membership.

(2) The By-Laws of the Alumni Council, under which the Council and the various alumni associations represented on the Council function, and to which qualifying associations must subscribe.

(3) A copy of the Constitution of the College Alumni Association, page 304 of the May, 1917, number of the Alumni Magazine, which Constitution has served as the "sample" for all other associations, with such adjustments as might be required to fit special conditions of any particular association.

(4) The Constitution of the School of Education Alumni Association, page 12 of the November, 1919, Magazine, which shows how the School of Education adopted a constitution along the outlines of the College Association Constitution, with such changes as were needed by the School of Education Association. I submit this School of Education Association Constitution because it is one of our newer associations.

(5) A copy of the petition for representation on the Alumni Council by the School of Education Alumni Association. This petition, you will note, is very brief, and served amply for bringing the matter officially to the attention of the Alumni Council.

As to the steps for having a Medical Association organized and connected with the Alumni Council, I would suggest the following:
The Alumni Council
The University of Chicago

Respectfully submitted,

James E. Cook

[Date]

To the President

In response to your request to provide suggestions regarding the organization of the Alumni Council, I propose the following:

1. The Alumni Council should be organized into sections based on academic disciplines or professional fields.

2. The Alumni Council should hold regular meetings to discuss issues affecting alumni.

3. The Alumni Council should be involved in the development of alumni events and programs.

4. The Alumni Council should serve as a liaison between the University and its alumni.

I hope these suggestions are helpful.

Sincerely,

[Name]
President Ernest DeWitt Burton

(a) The drawing up of a Medical Association Constitution along the lines of the constitutions herewith submitted.

(b) The drawing up of a petition to the Alumni Council for representation, outlining briefly the history of the Medical Association, the present status of its alumni as alumni of the University, the subscription to the Articles of Agreement and the Council By-Laws by the Medical Association, and a list of the present officers of the Medical Association.

A copy of the proposed constitution of the Medical Association should accompany the petition.

As I stated to you in my letter of May 2, this should be presented at the July meeting of the Alumni Council.

I might point out that one difference between the Medical Association and all associations which have subsequently joined the Alumni Council since 1909, is that the Medical Association has been an active one for some years. It has dues, life memberships, special funds, and, I think, a quarterly publication. It is these details which will require adjustment to be in harmony with the dues, life memberships, etc., of all associations represented on the Council, as required by the Articles of Agreement and the Council By-Laws. In other words, as an example, if the Medical Association's dues have thus far been $1.00 per year, they will have to be made $2.00 per year, when including subscription to the Magazine; if their life memberships are now $25.00, they will have to be made $50.00; the Medical Association will have to use the present Alumni Magazine, as do all others of our associations, as its association publication.

In connection with a cordial method of bringing about the Medical Association's admission, I would suggest that Mr. Charles F. Axelsson, as Chairman of the Alumni Council, write a letter to the officers of the Medical Association inviting them to present a petition to the Alumni Council at its next meeting. It seems to me that such a letter of welcome, coming from the Chairman of our Council, would be more effective than if coming from me as Secretary. Of course, upon receipt of the material for presentation to the Council, I, as Secretary, can again cordially extend a welcome in connection with their application.

I trust this letter and material outlines the situation for you. If I can be of any further service in the matter I should be glad to assist in any way.

Sincerely yours,

A. G. Pierrot
Alumni Secretary.

Encls.
AGP: LW
The Alumni Council  
OF  
The University of Chicago  

February 18, 1924.

President Ernest D. Burton,  
Hotel Commodore,  
New York, N. Y.

Dear President Burton:

I have been asked by Dr. Butler to hurry on to you today some material concerning alumni activities which you might use in your forthcoming address to the New York alumni. The request has reached me at a time when I cannot very well assemble material in detail, but I hope that the following material may, nevertheless, prove of service to you:

(1) Within the last year the alumni have presented eight valuable manuscripts to the value of over $8000.00. This presentation marks the beginning of a special interest of the alumni in assistance to the cultural side of the University.

(2) Alumni Fund—the Alumni Fund, begun in December 1919, now has a total of 851 subscribing members with a total of subscriptions of $111,800.00, of which some $83,000.00 is now paid in and invested. The income from this Fund has been a vast help in placing the Alumni Office on a more steady financial basis, and in a small way has contributed funds for several University purposes. I enclose a sheet which gives further detail information on the Fund.

(3) Clubs. For the last three years alumni clubs have been developing more successfully than ever before in the history of the University. We now have fifty alumni clubs, a large number of which are active from time to time during the year.

(4) The Alumni Association is growing rapidly. There are at the present time 4,200 members, and the indications are that by the end of the present year there will be 5000 active members of our Alumni Association.

(5) The Alumni Magazine is being developed into an instrument for University and alumni expression and is serving as a powerful connecting medium between the institution and the alumni.

(6) Arrangements are being made for having Dr. Edgar Goodspeed present his lecture on the New Testament Translation in various cities where arrangements can be made through the cooperation of the alumni clubs. The present developments indicate that such lectures will be given in a number of cities under the auspices of University of Chicago Alumni Clubs. It is hoped that this will be a forerunner of somewhat similar arrangements for lectures under the auspices of the clubs in the future.

(7) The Reunion last June witnessed the largest attendance at a Reunion in our history. There are no exact figures, but about 1500 alumni returned to the University for the June gathering.
Dear Mr. President,

I have been asked by the President of our University to forward to you the following letter from Dr. A. B. C, the President of the University of Chicago.

Dr. A. B. C.

November 10, 1924

Dear Dr. C.:

I have the honor to inform you that the University of Chicago has resolved to extend to the University of Illinois the following grant of $10,000 for the purpose of establishing a Department of Journalism. The University of Chicago has been requested to make the grant and to select the professor and the department.

Sincerely yours,

[Signature]

[Title]

The University of Illinois
President E. D. Burton,
2/18/’24
AGP:LW

(6) Alumni records: The University is now arranging to install a complete system of alumni records, both in the card files and with an addressograph system. It is hoped in this way to develop a thorough going and efficient system of alumni records which will be of service to the University, its various departments and the Alumni Association.

I take it, of course, that you will touch upon the matter of new alumni trustees, of alumni in the Faculty, alumni deans and administrative officers, and of the Linn letter and similar matters as may perhaps be contemplated.

I trust this material will reach you in good time. I am very glad to learn that you have been able to arrange your traveling program to permit you to meet again our New York alumni.

With kindest regards and good wishes, I am

Cordially yours,

Enc-1.
AGP:LW

A. G. Pierrot,
Alumni Secretary.
President E. D. Burton
University of Chicago
Faculty Exchange

My dear President Burton:

I wish to thank you in the name of the Alumni Council for
the generous cooperation of the University in sharing the expenses
of the reunion committee, and I wish to congratulate you and the Uni-
versity on the great success of this reunion and the fine spirit
which was in evidence in connection with every feature of the occasion.

I wish to report that the Executive Committee of the Council
has concluded an arrangement with Mr. Pierrot whereby he has been
engaged as Secretary for a period of three years. We believe that
continuity of service at this time is very important and we are
satisfied that for the many-sided qualifications at present demanded
in this office Mr. Pierrot has more in his favor and less opposed
than any person whom we know and who is available at the salary offer-
ed to him.

In connection with my work on this committee, and in particu-
lar as chairman of the finance committee of the Council through a long
period of years, I have taken occasion to make a somewhat careful sur-
vey of the business operations of the office, and I now take this op-
portunity to acquaint you with one or two features with which the Uni-
versity is more directly concerned.

After the completion of the Alumni Directory in 1910 which
contained the names of 5695 graduates, it was realized that, with such
a rapidly increasing alumni body, a more efficient and continuously
applied system of record keeping than had been possible with the slen-
der resources available up to that time must be devised and provided
for. In a joint conference at that time between University repre-
sentatives and the Alumni Council the basic principle was agreed upon
that the Alumni records constitute an integral part of the total Uni-
versity records and as such the cost of keeping them up to date is
properly chargeable to the recorder's office -- this principle being
the basis of procedure in practically all the larger universities of
the country. It was, however, also agreed that the actual work of
keeping these records could be far more advantageously done in con-
nection with the alumni office where the data are constantly accumulat-
ing, rather than in the recorder's office.

Accordingly, a system of cost distribution was worked out by
the recorder, Mr. Payne, and the (then) secretary of the Council, Mr.
Moulds, whereby the University agreed to bear that portion of the
alumni office expense which was properly chargeable to maintaining records. This arrangement was immediately put into effect and the results of continuous and systematic service on the records during the succeeding years bore abundant fruit in the comparative ease with which the next register was prepared in 1919.

At the time this arrangement was made, the University was also giving an additional subsidy to the Alumni Council for its current expense and this was continued until, through growth in membership, thrifty management, and especially the securing of an endowment fund, it has become possible for the Council to gradually reduce this subsidy until the total contribution of the University now represents about the present cost of maintenance of the records. This amount, of course, is considerably greater than that originally assigned to this purpose, but in the meantime, the alumni list has grown from 5695 in 1910 to 11602 in 1919 and to about 15000 in 1923, and the cost of maintenance has increased accordingly.

With this historical background in mind, I wish to make a recommendation with respect to the keeping and use of these records, namely, that a complete and up-to-date addressograph system be installed and maintained by the University in the alumni office, and to this end the following considerations are pertinent:

1. All addressing is at present done by hand, requiring a small army of extra assistants whenever any general communication is sent out. The cost of this extra service in connection with the recent reunion, and including the sending of President Burton's address, was about $500. The office was swamped for a week or ten days and practically all other work was stopped. With a complete addressograph file a competent operator could have done the whole job in two days, with no interruption to other office activities.

2. A new directory will be due in another year or two and the expense of addressing in that connection will run into many hundreds of dollars if it has to be done by hand.

3. With a complete addressograph file, including group arrangements by states, large cities, alumni clubs, associations, classes, etc., the usefulness of the alumni records can be many times multiplied by thus making it easy for any group to be reached by any department of the University with a minimum of expense and trouble.

4. The football ticket committee would be one obvious body to profit by the use of such an addressograph, the subgroup for their purposes being the alumni who had returned the yellow card indicating their desire to be included in the ticket distribution.
(5) Another immediate use would be the mailing list of the Magazine which could then be handled entirely in the alumni office at a large saving of expense over present methods.

(6) It has even been suggested that the weekly news letter could then be sent to all alumni, under second class postage rates, at very small expense aside from the printing, and that this might be a very valuable means of cultivating a depth of alumni interest which would later bear no end of fruitful returns. Whether or not this were done, the President would be able to send at small expense a general communication to all alumni whenever he might desire.

The installation and maintenance of an addressograph system would involve the following considerations:

(1) Such a machine was purchased by the athletic department and used last fall to send the announcement about football tickets to all alumni. It was then turned over to the Alumni Council for safe-keeping, but could not be kept corrected and used during the year on account of the cost of maintenance and could not be used in connection with reunion because it had become probably twenty-five per cent obsolete.

(2) This system would require the purchase of a graphtype machine at about $200 for making new plates and daily corrections, and also the services of a special operator to do this work at a cost of about $1,600 per year, judging by the experience of Northwestern University which has a complete outfit of this kind for use with about the same number of alumni as our own.

(3) This operator's full time could be employed on record work even when no addressing was being done, for the complete alphabetical card-file would still have to be maintained for quick reference and permanent record (all addressograph files being arranged geographically by postal requirements); and numerous sub-group files could be developed to great advantage, such as the biographical folders in which records of achievements of alumni are preserved, the war file record which never was completed, and the ex-student file which would contain several thousand names of men and women many of whom are as loyal and interested in the University as the alumni themselves. None of these things can now be done for lack of adequate office force.

(4) Such an office arrangement would not only make for greatly increased efficiency in handling the alumni records, but would relieve the present congestion and enable the alumni secretary and his assistants a freer hand to develop the alumni interests proper, such as
(a) If you have new symptoms and the medical record is not available to you, you must reach out to the relevant medical provider immediately.

(b) The presentation of this page is subject to change at any time and may be altered at the discretion of the publisher. Always consult your medical provider for the most current information.

(c) The content of this page is not intended to be a substitute for professional medical advice, diagnosis, or treatment. Always consult your medical provider before making any decisions regarding your health.

(d) Any content on this page is for informational purposes only and is not intended to replace professional medical advice. Always consult your medical provider for the most accurate and up-to-date information.

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President E. D. Burton #4.

... club promotion, magazine improvement, magazine subscription, increase life memberships, and general stimulation of alumni interest in the University and cooperation in every way for the advancement of the University -- for, after all, the chief reason for the existence of alumni organizations is not as an end in themselves, but rather as a strong arm of usefulness to the University.

I wish to suggest the desirability of referring this whole question, for early consideration, to a joint committee of University and Alumni Council representatives to be appointed by yourself, and may I suggest that Mr. Moulds and Mr. Payne who were members of the original committee on alumni records be included again.

Yours very truly,

H. E. Slaughter

HES-W
President E. B. Sutton Jr.

clip reproductive capacity and the replenishment of animal husbandry
in the student body. These factors are not only for the advancement of the
University's goals, but also for the overall well-being of the student body.

Sincerely,

Name with Mark

HSC-M
The Alumni Council
OF
The University of Chicago

June 14, 1923.

Acting President Ernest DeWitt Burton,
Office of the President,
University of Chicago.

Dear Dr. Burton:

The University of Chicago, as time goes on, will of necessity look to its alumni for increasing support. We believe that the University should use every opportunity to encourage alumni sympathy and interest and to strengthen alumni contacts. One very effective way is to use the established college associations, which function through the Alumni Council. The Council is the only official means of communication between the University and its alumni. To increase the Council's usefulness is to increase the interest and feeling of responsibility of former students.

We believe that whenever possible privileges should be given those alumni who evince interest in the University and alumni affairs. Therefore, The Alumni Council by unanimous vote petitions The President of the University of Chicago to grant priority, in the matter of allotment of tickets for athletic contests, to the members in good standing of the various alumni associations over non-members.

This request is made not with the idea of compelling alumni to join the associations but rather to favor those who have shown their interest by supporting the alumni activities. It is to these alumni particularly that the University must look to support its undertakings and membership in these associations is the best gauge by which to judge alumni interest.

We know that this matter is of small consequence in itself, but it offers an opportunity for the University to show its appreciation of expressed alumni loyalty. To give these alumni who support the Council's work precedence would enlarge the list of known interested alumni, increase membership in the associations, increase the circulation of the Alumni Magazine, indirectly add materially to the Endowment Fund and would make available more money with which to widen the scope of influence of our alumni organization.

We realize that this request, if granted, may come too late to be made a part of the plan for the present year. If such be the case, we would be glad to have the announcement made that after this year members of the alumni associations of the University will be granted the priority herein requested. We wish to thank you for any consideration you may feel disposed to give to this petition.

THE ALUMNI COUNCIL,
The University of Chicago.

By
A. G. Pierrot
A. G. Pierrot, Secretary.
The University of Chicago as a leader in academic pursuits, now more than ever, needs and expects to maintain a position of leadership in the world of education. The Board of Trustees, in pursuance of its policy of educational development, has appointed a Committee to explore the possibility of establishing a College of Education at the University.

To facilitate these endeavors, the Board of Trustees has established a Committee on Education. The Committee is composed of members of the faculty of the University, and its purpose is to study the feasibility of establishing a College of Education.

The Committee has begun its study, and will report to the Board of Trustees at its next meeting.

The Chancellor of the University, in his capacity as President of the Board of Trustees, has authorized the appointment of this Committee and has directed that all necessary steps be taken to support its work.

The Committee will be responsible for the preparation of a report which will be submitted to the Board of Trustees for its consideration.

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President E. D. Burton
Faculty Exchange

My dear Dr. Burton:

Upon further careful consideration by the Alumini Council and the Executive Committee to whom was referred with power the question of reaching some decision concerning the secretaryship of the Alumini Council, the following conclusions have been reached:

1. It does not seem wise to the Council that we should enter into a combination with another office, such as the Board of Recommendations. I personally share this feeling very strongly since I am thoroughly acquainted with the work and responsibilities involved in connection with the Board of Recommendations, of which I was secretary for ten years or more, and also with the work and responsibilities involved in connection with the Alumini affairs and since, as representative of the Doctors' Association, I have been closely connected with the administration of the Alumini Council from its foundation.

It is believed that the Alumini secretaryship is and should be a full time, high-powered, one man position.

2. The Executive Committee talked seriously concerning Mr. Shepardson, but reached no positive conclusion although the question has settled itself since it is reported that Mr. Shepardson has been elected superintendent of the Springfield, Illinois, public schools.

3. There is nobody in sight, much less available, who, it is believed, can and will perform the numerous functions of the Alumini secretaryship with the degree of success which, in general, has attended the work of Mr. Pierrot. It seems perfectly clear, after much investigation and inquiry, that any other man whom we would feel like selecting would not be obtainable at the salary which we are able to pay.

4. Accordingly, the Executive Committee have instructed me to confer with Mr. Pierrot and see if we can reach any satisfactory financial agreement by which he may be retained for a period of three years with the understanding that, at the end of that time, both he and the Council will be free to continue or discontinue the relationship.
I have talked this whole matter over with Professor Gale who is the faculty advisor on the Alumini Council and he agrees with me that this is doubtless the only feasible and practicable procedure to adopt.

Yours very truly,

H. C. Slaughter

P.S. I have also undertaken to make something of a survey of the work of the Alumni Office, especially with reference to theMontgomerie and effects of the Alumni Records and I may may submit the findings to you for consideration in due time.
I have lately been asked to make a speech on the influence of an early education on the mind. I am also interested in the study of languages and their development. I believe that the early years are crucial for shaping a child's intellect and character.

Yours very truly,

[Signature]

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