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April 24th, 1912.

University of Chicago,
56th St. & Ellis Ave.,
Chicago, Ill.

Gentlemen:—Attention of Mr. David A. Robertson.

In reply to your favor of the 18th inst.

We are enclosing several envelopes showing the style and hand-writing which we would use in work of the quality you wish for.

We have been doing this work for the Chicago Association of Commerce, Marshall Field & Co. and a number of others and the work has given good satisfaction.

We presume you have your own Lists and the cost of addressing would be 50 ¢ per 100 names for less than 1,000, and 1 M. or more at the rate of $2.50 per M.

We should be pleased to have your order.

Yours very truly,

BUCKLEY, DEMENT & CO.

Encls.

ELMo/KPAM
April 29th, 1923

University of Chicago

Dear Professor:

I am writing to inform you of the following:

1. The name of the student who has been reported.
2. The reason for the report.
3. The action to be taken in response.

I request that you consider this report when evaluating the student's performance.

Yours sincerely,

[Signature]

[Address]
May 3, 1912.

My dear Mr. Robertson:

I enclose herewith a list of the universities to which it has seemed to us in this office desirable that the university invitations should be sent. You of course have in mind that the university invitation is different from the individual invitation. You will find also that a card for reply to you is enclosed with this invitation.

I send also a list of Librarians. With this would be enclosed the general week's program, but no return card, as I understand.

Dr. Goodspeed will furnish the city list, and Mr. Dignan the alumni list.

Very truly yours,

[Signature]

Mr. D. A. Robertson,

Secretary to the President.
Armour Institute of Technology,
Dr. F. W. Gunesulius, President.
Augustana College and Theological Seminary,
Gustav Andres, Ph. D., President.
Baker University,
President Wilbur N. Mason.
Baylor University,
Prof. Wilby T. Gooch, M.S.
Beloit College,
President Edward Dwight Eaton.
Bucknell University,
President John H. Harris, LL.D.
Butler College,
President Thomas C. Howe.
Catholic University of America,
John Webster Melody.
College of the City of New York,
President John C. Finley.
Cornell University,
George W. Harris, Ph.B. Librarian.
Dalhousie College,
W. M. Hepburn, M.A.
Dartmouth College,
H. H. Hilton, (Chicago)
Denison University,
C. D. Coons, M.S. (Chicago)
Dickinson College,
(Edward Scribner Ames (Chicago).
Georgetown University,
Wm. C. Miblack, (Chicago)
Indiana University,
William E. Jenkins, Librarian.
The Johns Hopkins University,
P. F. Ball, Registrar.
Kenyon College,
Wm. P. Elliott, (Chicago)
Lehigh University,
Sylvanus E. Lambert, (Chicago).
Leland Stanford University,
Prof. Charles A. Justin, B.A., J.D.
Loyola University,
Rev. A. J. Garvy.
Massachusetts Institute of Technology,
Samuel U. Felton, (Chicago).
Miami University,
S. J. Brandenburg, Librarian.
Mt. Holyoke College,
Abigail May Hunt.
Muskingum College,
President J. Knox Montgomery.
Northwestern University,
Prof. James T. Hatfield.
Chicago, Illinois.
Rock Island, Ill.
Baldwin, Kansas.
Waco, Texas.
Beloit, Wisconsin.
Lewisburg, Penna.
Indianapolis, Ind.
Washington, D. C.
New York City.
Ithaca, New York.
Halifax, N. S. Canada.
Hanover, N. H.
Granville, Ohio.
Carlisle, Penna.
Washington, D. C.
Bloomington, Indiana.
Philadelphia, Md.
Gambier, Ohio.
South Bethlehem, Penna.
Berkeley University, Cal.
Chicago.
Boston, Mass.
Oxford, Ohio.
South Hadley, Mass.
New Concord, Ohio.
Evanston, Illinois.
Oberlin College,
Merritt Starr, (Chicago).

Ottawa University,
Charles V. Stansell.

Pennsylvania State College,
Prof. Paul U. Potter.

Princeton University,
Prof. Henry Crew, (N.W.U.)

Purdue University,
Stanley Coulter, Ph.D. Dean of Science.

Swarthmore College,
Prof. Thomas A. Jenkins.

Trinity College,
Prof. Frank Clyde Brown, Ph.D.

Trinity College,
John H. S. Quick, M.A.

Tufts College,
Rev. R. A. White.

Tuskegee Normal & Industrial Institute,
Booker T. Washington, Principal.

University of Arizona,
Henry A. E. Chandler, B.S.

University of Florida,
Prof. H. G. Keppel, Ph.D.

University of Glasgow,
Prof. George Milligan, D.D. Clerk of Senate.

University of Illinois,
Phineas L. Windsor, Ph.B. Librarian.

University of Michigan,
Theodore W. Koch.

University of Minnesota,
James T. Gerould, Librarian.

University of Missouri,
C. E. Baird, (Chicago)

University of Montesano,
Mary Stewart, Dean of Women.

University of North Dakota,
Dean M. A. Brannon.

University of Notre Dame,
President John W. Cavanaugh, C.S.C.

University of Pennsylvania,
William F. Martin, (Chicago)

University of Pittsburgh,
Chancellor S. R. McCormick.

University of Rochester,
Prof. Henry F. Burton, M.A., LL.D.

University of Virginia,
Melwett Lee.

University of Washington,
Dr. H. C. Stevens.

Oberlin, Ohio.

Ottawa, Kansas.

State College, Penna.

Princeton, N. J.

Lafayette, Indiana.

Swarthmore, Penna.

Durham, N. C.

Hartford, Conn.

Tufts College, Mass.

Tuskegee, Oklahoma.

Tucson, Arizona.

Gainesville, Fla.

Glasgow, Scotland.

Urbana, Illinois.

Ann Arbor, Michigan.

Minneapolis, Minn.

Columbia, Missouri.

Missoula, Montana.

University, N. D.

Notre Dame, Indiana.

Philadelphia, Penna.

Pittsburgh, Penna.

Rochester, N. Y.

Charlottesville, Va.

Seattle, Wash.
University of Wisconsin,  
Walter M. Smith, B.A.  
Madison, Wisconsin.

Washburn College,  
Charlotte M. Leavitt, M.A.  
Topeka, Kansas.

Wesleyan University,  
Prof. W. A. Heidel, Ph.D.  
Middletown, Conn.

West Virginia University,  
James E. Brown, (Chicago)  
Morgantown, W. Va.

Western Reserve University,  
Dr. Wm. Carver Williams, (Chicago).  
Cleveland, Ohio.

Williams College,  
Charles S. Holt, (Chicago))  
Williamstown, Mass.

Yale University,  
Thomas E. Donnelly, Registrar.  
New Haven, Conn.

Michigan State Board of Library Commissions,  
W. Millard Palmer.  

University of Nevada,  
Prof. Herbert W. Hill, Ph.D.  
Reno, Nevada.
Memorandum Concerning Guides:

Meet at 7:30 P.M., in the Harper Assembly Room.

Report to
Badges will be distributed by

The Guides stations will be at the following points:

Cataloguing Room, 2nd floor, Harper, in charge of

East Dome Law Reading Room, in charge of

Haskell Assembly Room, in charge of

The duties of the Guides are--

1. To conduct parties of guests about the building itself.

2. To exhibit Harper Court and the neighboring buildings, if requested.

3. Impress the visitors with the University most favorably.

Note---Evening dress with white gloves essential.

Guides should return to their stations as soon as they have finished.
CONVOCATION RECEPTION

The Reception Committee will have a sort of roving commission to introduce guests. In general the Committee will perform the functions of the Reception Committee throughout the proper reading room and other rooms in which the crowd may assemble. Evening dress and cap and gown should be worn.

ROVING COMMITTEE

Mr. Arnett, Hudson, N. Y.
" Breasted, Jenkins
" Breckenridge, M. E. Mitchell
" Butler, E. A. Barry
" Caldwell, O. W.铁路
" Clarke, S. H.
" Dodson, A. R.
" Dudley, R. M. Stewart
" Fiske
" Goode, Elliott
" Goodspeed, E. Gustav
" Heckman, W. Cleveland
" Johnson, F. W.
" Jordan, Nelson
" Lovett, Brown, C.
" Marshall
" Mathews, A. P.
" Murray, Crew

Mr. Mead, S. N.
" Merriam
" Merrill, Henry H. H.
" Miller, F. J.
" Miller, Newman
" Parker, H. K.
" Schevill
" Shepardson, Harris, J. Bushman
" Smith, G. B.
" Scares, T. C.
" Stagg
" Starr
" Stieglitz, B. B.
" Terry, A. M.
" Thompson, C. P.
" Tolman, Brandenburg
" Wells, H. G.
" Whittier, J. G. A.

M. Arnett, Augusta College, Mechem, M. B.
John E. Curry, Stanley Curdlin

M. W. Cook, Smith

Sawyer, Stewart

Carm, Stevens
The Receipt Committee will have a vote of caucus

in connection to incoming bureau.

In doing the caucus will

between the membership of the Receipt Committee or caucuses their

brochures and programs are often Long to which the agency may

approach through the use any bureau agency for more

ROVING COMMITTEES

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>John Smith</td>
<td>Chairman</td>
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<td>Jane Doe</td>
<td>Secretary</td>
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<td>Mike Brown</td>
<td>Treasurer</td>
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<td>Sarah Lee</td>
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<td>David White</td>
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<td>Emily Green</td>
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<td>Robert Black</td>
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The above list is not exhaustive, and other members may be added as necessary.
June 6, 1912

Memorandum for Guides Regulating Distribution of Souvenirs.

(President's Reception, Harper Memorial Library, Monday Evening, June 10th, 8:00 P.M.)

A souvenir of the Dedication of the Library will be presented to each guest at the Reception for casual examination, as the line proceeds through the card catalogue room into the main reading room. Each guest will then be requested to fill out a card. (Sample enclosed.) It is the intention to have a card on file for each souvenir sent out, so that we may have a permanent list of addresses, thus avoiding duplication of names when we send further souvenirs after Convocation. The President prefers very much to have each souvenir mailed.

If, however, any guest desires to carry the brochure with him from the Reception, he may keep the above mentioned card and present it subsequently during the evening at the delivery desk in the East Tower. The card will then be marked and kept by the attendant, who will deliver the souvenir.

Those in charge of the distribution of cards should not suggest the possibility of securing the souvenir mentioned until after the card has been filled out.

The Committee detailed to distribute the souvenirs and cards and manage the distribution at the delivery desk is as follows:

Mr. F. D. Bremhall
Mr. Fred Merrifield

Mr. C. L. Baldridge
Mr. R. H. Robinson, Jr.
Mr. W. H. Koh

Miss Molly R. Carroll
Miss Ethel Fawin

Miss Alice F. Lee
Miss Ethel Prindville

8:30-9:30—Messrs. Bremhall and Moulds, in charge.
9:30-10:30—Messrs. Merrifield and Bickham, in charge.

DANIEL

DAVID A. ROBERTSON
Secretary to the President.
Memorandum of Points to Look out for in the Distribution of Souvenirs.

1. Have a large supply of Souvenirs in the East Tower, delivery desk.

2. Have at least two members of the Committee stationed always at the delivery desk.

3. Have supply of pencils in card catalog room; also cards in abundance.

4. Caution members of committee not to release their own copies of the Souvenir.

5. Have small boxes of card catalog boxes for the cards.
   a. In card catalog room
   b. In delivery desk.
<table>
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<tr>
<th>Name</th>
<th>Game</th>
<th>Dedication</th>
<th>Box &amp; Dedication</th>
<th>Luncheon</th>
<th>Conversation</th>
<th>Box &amp; Conversation</th>
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<td>Mr. Mann</td>
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G. E. Brown, Hinsdale, Illinois
M. J. Carey, 3933 Grand Boulevard
Mr. R. Carroll, 7538 Normal Avenue
Olive Davis, 5041 Washington Avenue
M. L. Etten, " 5463 "
Ernestine Evans, " 6126 Madison "
M. E. Haass, " 4801 Kenwood "
E. C. Harris, " 1515Dearborn "
Mabel Kawin, 3814 Grand Boulevard
Alice Leary, 5603 Madison Avenue
Frances Matys, Foster-Hall
E. M. Phillips, 427 E. 41st Street
Edith Prindiville, Dept. Bacteriology, University
M. C. Phister, 4739 Kenwood Avenue
H. L. Stillman, 4714 Champlain "

Clara Barton.
Thyra Barton.

Agnes Wayman.
Marie Orthmayer.
C. L. Baldridge
E. W. Bently
F. J. Collings
W. L. Crawley
P. H. Davis
J. C. Dinsmore
S. F. Earle
H. C. Gifford
C. F. Grey
D. T. Grey
E. S. Hall, Jr.
W. F. Haum
H. R. Kern
W. H. Kuh
E. R. Long
H. A. Long
J. E. Meagher, Ill.
R. E. Myers
Lander MacClintock
R. B. Owen
Nat Pfeffer
R. R. Reeve
M. E. Robinson, Jr.
H. B. Rogers
M. Tatarsky
P. D. Trimble
A. G. Whitfield
E. T. Willatt

5810 Drexel Avenue
6626 Kimbark
4309 Ellis
6032 Kimbark
Colonial Trust & Savings Bank
Bartlett Gymnasium, University
Northern Bank Note Co.
633 Plymouth Court.
4637 Drexel Boulevard
329 Lake Street, Evanston

5757 Woodlawn Avenue
6748 North Ave
1226 E. 56th Street
4404 Ellis Avenue
5555 Woodlawn
935 E. 60th Street
520 E. 42d Place
5440 Indiana Avenue
5629 Lexington
6329 Woodlawn
Chicago Evening Post
6040 Ellis Avenue
4616 Drexel Boulevard
546 Surf Street
928 Ashland Boulevard
5607 Lexington Avenue
5637 Madison Avenue,
1220 E. 56th Street
MEMORANDUM CONCERNING A PLAN FOR EXERCISES IN CONNECTION WITH
THE DEDICATION OF THE HARPER MEMORIAL LIBRARY BUILDING.

The dedication of this building, the greatest single building yet
erected for the University, will furnish an opportunity for the University to
indicate its appreciation of what has been done for it by the citizens of
Chicago, and to set forth before them in an impressive way the opportunity of
further service which can be rendered in connection with the University. In
spite of all the efforts of the University to make its work known there are
doubtless not a few men and women in Chicago, including many who have wealth
which they are desirous of bestowing where it will be serviceable, to whom
the University is still practically unknown.

With a view to accomplishing both results, namely, of assuring the
citizens of Chicago of its appreciation of their gifts and interest, and of
still further stimulating such interest, the dedication of this building
ought to be made a very great occasion, the greatest celebration in the
history of the University thus far. To this end the following suggestions
are made:

1. Let the dedication of the building be in connection with the
June Convocation, 1912. Even if the building is completed three or four
months before this time it will scarcely be in perfect order much sooner
than the middle of June. The weather, moreover, will not be such as to
make possible the putting of the court in proper order at an earlier time.
MEMORANDUM CONCERNING A PLAN FOR EXERCISES IN CONJUNCTION WITH
THE DECORATION OF THE HARPER MEMORIAL LIBRARY BUILDING.

The association of the building, the greatest single building yet
erected for the University, will furnish an opportunity for the University to
further the association of work and play, and for the decoration of
Columbia, and to our future students to an appreciation of the association of
learning sciences which can be rendered in connection with the University.
In
addition to all the benefits of the University to make the work known loose to
students and to how many in Columbia, providing many who have never
written into the association of Columbia, where it will be noticed.

With a view to accomplish the present, many of the
attire of Columbia as the association of work and leisure, and of
attire of Columbia as the association of work and leisure, the association of
the decoration of the building, and further, the association of the decoration of
the building, to make the work known loose to
students and to how many in Columbia, providing many who have never
written into the association of Columbia, where it will be noticed.

The present of the University, given her...
2. Let the American Library Association be invited to hold its annual meeting at the University in close connection with the dedication of the Harper Memorial Library Building.

3. Let the dedication consist of two parts:

First: The formal exercises of dedication, at which addresses shall be delivered and other like exercises held. To this occasion as many of the prominent librarians of the country as possible should be brought, and invitations should be sent to all the great libraries of the world.

Second: The Social Events. (See 6 - 14 below.)

4. Let the formal dedicatory exercises be held in the Harper Court. Let the speakers' platform be erected immediately in front of the center entrance and the audience be seated in the open air facing the Library Building, which will itself furnish sufficient shade.

5. For the formal exercises let there be two sessions, a morning session and an afternoon session, the two to include:

   a) An historical statement by the President of the University.

   b) An appreciation of President Harper by Nicholas Murray Butler or other distinguished representative of an American university.

   c) An address on the FUNCTION OF A UNIVERSITY LIBRARY or other like theme by Herbert Putnam or some other librarian of distinction.

   d) An address on LITERATURE AND THE UNIVERSITY or other like theme by some distinguished man of letters; for example, Lord Curzon of Kedleston.
Let the American Library Association be invited to hold its summer meeting at the University of Chicago in connection with the celebration of the opening of the new Library Building.

Let the celebration consist of two parts:

First: The formal celebration of the Library, at which speeches
shall be delivered, and after the celebration held, to
provide an occasion as many
as possible to present speeches
on the importance of the Library as an instrument of the
world.

Second: The Social Function (see below).

Let the formal celebration be held in the Library
center, with the speeches being
given in the main hall of the
Library, which will be the
instrumental feature.

For the formal celebration, the two to include:

An address on the President of the University.

An address by the President of the Library.

An address by the President of the University.

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e) An address by Mr. Coolidge on UNIVERSITY ARCHITECTURE AS AN ELEMENT OF UNIVERSITY EDUCATION, the address to include some reference to the plan of the new building.

f) A brief dedicatory ceremony, the President of the Board of Trustees or the Chairman of the Buildings and Grounds Committee delivering the keys to the President of the University.

6. Let the social part of the program include a dinner and a reception. These may both if practicable be placed on the evening preceding the formal dedicatory exercises, the reception following the dinner.

7. Let the dinner be given by the Board of Trustees to one hundred men of Chicago selected because of their interest in the University or because of the desirability that they should be interested. This dinner may perhaps be best served in the Quadrangle Club, or in the Hutchinson Commons if it is possible to arrange this.

8. For the purpose of the reception make use of the Library Building itself, of the Law Building, of Haskell Museum, and of the Harper Court, all parts of these buildings and of the Court being thrown open and illuminated.

9. Let the principal receiving party be stationed in the great reading-room of the Harper Memorial Library, a portion of the tables in the center of the room being removed for this purpose. Let other receiving parties be placed in other parts of Haskell Museum and the Law Building, especially in the Harper Assembly Room, the Haskell Room of the Library, and the Law Building.

10. Let a committee of one hundred members of the faculty be appointed to assist in receiving.
A letter of the Commandant of the University, referring to the recent meeting of the Board of Trustees, stating the following:

The Commandant refers to the recent meeting of the Board of Trustees and notes that the university is facing financial difficulties. He asks for the support and cooperation of the faculty and students in meeting these challenges.

In conclusion, the Commandant expresses gratitude for the continued support of the community and looks forward to working together to ensure the future success of the university.
11. Let one hundred guides, students and younger members of the faculty, be selected and placed under a captain who will detail them to guide parties through the building and explain its uses and purposes and the plan of the whole group as eventually to be carried out.

12. For the instruction of these guides, who should be trained some time in advance, let a printed statement be prepared containing all the matters on which they may be called upon to give information.

13. Let a large number of invitations, both to the formal exercises and to the reception, be sent out. The list may reach 10,000, and work upon it should begin immediately. A special effort should be made to reach every citizen of Chicago who has rendered any service to the University, or whom it is desired to interest in the University.

14. Let good refreshments be provided at the reception, something more than those usual at University receptions.

15. Let President Harper's name be made duly prominent and special courtesy be shown to the members of the Harper family. Mrs. Harper should of course be included in the receiving party.

16. Let a special souvenir of the occasion be printed and given to each guest who desires it. These souvenirs should include:

a) A picture of President Harper.

b) A picture of the Library from the south and from the north.

c) A brief sketch of the history of the Library and a statement respecting the capacity of the building and the like.

d) Perspective view of the whole main quadrangle,—Mr. Cobb's view brought up to date, showing buildings erected and buildings contemplated.
e) Plan of the Library Group, with statement of cost of buildings already built and estimated cost of the buildings still to be erected.

f) Pictures of the various buildings of the University given by citizens of Chicago.

g) Statement of the gifts of Chicago people to the University; possibly not a list of givers, since this would be either too long or would draw the line with resulting offence to those who were omitted.

17. Let copies of this souvenir be given to each guest at the dinner and to each member of the American Library Association. Let piles of them be placed on tables in charge of attendants who shall be instructed to give a copy to any guest asking for it, but to offer in each case to send the copy by mail to the address given. After the exercises are over copies should also be mailed to any citizen of Chicago in the list of invited guests whose name does not appear on the lists of those to whom copies were given or mailed. The object should be to see that a copy reaches each important guest.

18. Make the whole occasion a celebration of the transfer of the University to the City of Chicago, as contemplated in Mr. Rockefeller's ten-million-dollar gift, with a view to as far as possible giving to the City of Chicago a sense of possessing the University and being responsible for its future development.

19. If possible to secure the presence of Mr. John D. Rockefeller, or, failing that, of Mr. John D. Rockefeller, Jr.

20. For the carrying out of this plan the following steps should be taken as early as possible:
If it ever becomes necessary to apply to each and every one of the

students and parents at the University of Chicago to the

University, to the City of Chicago, as represented by Mr. Rockefeller,

the million-dollar gift, with a view to an endowment of the

City of Chicago and a sense of possessing the University, any further request

for the future development.

If it ever becomes necessary to apply to each and every one of the

students and parents at the University of Chicago to the

University, to the City of Chicago, as represented by Mr. Rockefellor,

the million-dollar gift, with a view to an endowment of the

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City of Chicago and a sense of possessing the University, any further request

for the future development.
a) Authorization of such a celebration by the Board of Trustees.

b) Appropriation of the necessary sum of money, roughly estimated at $2,000.

c) Appointment of the committee, with Dr. T. W. Goodspeed as Chairman, to begin at once the preparation of the lists of guests.

d) Authorization of the Director of the Libraries to invite the American Library Association to hold its meeting in connection with this dedication.

e) Selection of the speakers and invitation of them to make the addresses.
DEDICATION OF THE HARPER MEMORIAL LIBRARY

The exercises connected with the dedication of the Harper Memorial Library will be:

The Trustees' dinner at 6:30 P.M. June 10.
The Reception, June 10, 8 - 11 P.M.
The Dedication Exercises proper at 10 A.M. June 11.
The Convocation at 3 P.M.

I. The dinner will be held in the Quadrangle Club.

II. The Reception.

1. The entire main quadrangle will be illuminated.

2. The Chief receiving party will be in the Great Reading Room of the Harper Memorial Library.

3. Reception committees of the Faculties will be stationed in the Law Library, Haskell Assembly Room, Hitchcock Library, Hutchinson Commons, Woman's Quadrangle, Ryerson Hall (new part), Hull Court. Frappé will be furnished at all these points, but the principal refreshments will be served in Hutchinson Commons.

4. Music will be provided at various points, a program being arranged so as to prevent conflict or discord.
   a) A band will play on the top of the East Tower.
   b) A chorus of male voices will sing on the top of the West Tower.
   c) A chorus of women's voices will sing in the Woman's Quadrangle. The Glee Club and Greenwood Hall Club alternating.
   d) The chimes will play in Mitchell Tower.
   e) The University Band will play in Hitchcock Quadrangle.
   f) The organ will play in Mandel Hall.

5. All guests will enter the Harper Memorial building at the East Tower. Carriages will approach by a special drive from 59th St. entering west of Foster Hall. Guests coming on foot will enter from the Harper Court.
6. Carriages will call for guests at the south central door 
on 59th St. Guests on foot will leave through the north 
center door.

7. The rooms on the first floor, east half of Harper Memorial 
Library, will be used as cloak rooms, gentlemen on the 
north, ladies on the south. On leaving the cloak rooms 
guests will rejoin the members of their party in the 
Harper Assembly Room, pass thence to the stairs or ele-
vator in the West Tower and thence to the Reading Room 
on the third floor.

8. On leaving the Reading Room guests will be invited to in-
spect the building and guides will offer to pilot them 
about.

9. The main line of guests will pass over the bridge to the 
Law School, into the Law Reading Room, thence down the 
stairway, across the Harper Court and thence into Haskell 
or elsewhere.

10. When conditions permit it, guests may be conducted into 
the upper rooms of the East tower, or down the stairs of the 
East Tower to the second floor, thence through the Library 
offices, to the West Tower, up to the sixth floor by ele-
vator, down the stairs to the third floor, and across the 
bridge into Haskell.

11. All guests will be invited to cross the Quadrangles to the 
North courts and to inspect any buildings they desire. 
Representatives of the University will be stationed in 
all buildings.

12. Two hundred guides selected from the students and library 
staff will be organized into companies under captains 
selected from the Faculty. These will be stationed as 
follows:

a) In east half first floor of the Harper Memorial Li-
brary to guide arriving guests to the cloak rooms 
and thence to the Harper Assembly Room.

b) In Harper Assembly Room, to answer questions about 
the room and building and to guide guests to the 
West Tower. For this appoint members of the Li-
brary staff, in relays of 6 for each of the three 
hours.

c) On the third floor of the West Tower to direct 
guests and to answer questions. Appoint here 
also Library Staff in part.
d) On the third floor East Tower, to guide guests who wish to go up the East Tower, or down to the second floor and up West Tower. The captain would remain here and detail for duty members of his staff, who will return to this point.

e) In Law Building to guide guests down the stairs and across to Haskell, or across the Quadrangle to Hutchinson or Hitchcock or the Woman’s Quadrangle. A large number will be needed here.

f) In Haskell first floor, to guide those who wish to go up stairs to the Museum and Library or across to Hitchcock or Hutchinson, or to the Woman’s Quadrangle.

g) In Hutchinson Court.

h) In Hitchcock Quadrangle.

13. At 10 P.M. there will be a procession of alumni and undergraduates: alumnae followed by undergraduate women, gathering in the Woman’s Quadrangle, led by a band. Alumni followed by undergraduate men, gathering in Hitchcock Quadrangle, also led by a band; march round the grounds, meeting at 11 P.M. in Harper Court. Torchlights are impracticable with evening dress; but light bearers can be provided at intervals.
III. The Dedication Exercises proper.

1. These will be held in Harper Court.

2. The platform will be placed on the south side against the Harper Memorial Library.

3. The procession will form in Hutchinson Court.

4. The program will be as follows:
IV. The Convocation.

1. This will be held at 3 P.M. in Harper Court.

2. The procession will form in Hutchinson Court.

3. The program will be as follows:
Reception Committee—Dedication of Harper Memorial Library:

1. Chief receiving line in center of great Reading Room:
   President and Mrs. Judson.
   President and Mrs. Lowell
   President and Mrs. Butler
   Mr. and Mrs. Coolidge
   Mr. and Mrs. Putnam
   Mr. and Mrs. Ryerson
   Mrs. W. R. Harper
   Mr. R. R. Harper

2. Law group in north end of Law School:
   Messrs. and Mesdames Hall
   Meachem
   Whittier
   Bigelow
   Mr. Freund

3. History group in History Reading Room 3d floor, and in Map room 4th floor:
   Messrs. and Mesdames Small
   Laughlin
   McLaughlin
   Marshall
   Terry
   Thomas
   Miss Talbot
   Miss Breckenridge
   Mr. Bramhall
   Mr. Waller
   Mr. Jernegan
   Mr. Field
4. Philosophy group in Philosophy Reading Room: 5th floor west tower
   Messrs. and Mesdames Angell
   Tufts
   Mead
   Moore
   Ames
   Carr

5. Semitic group in Haskell Library:
   Messrs. and Mesdames Breasted
   Hirsch
   J. M. P. Smith
   Willett
   Votaw
   Mr. Price

6. Divinity School group. Haskell Assembly Room:
   Messrs. and Mesdames Mathews
   Soares
   E. J. Goodspeed
   G. B. Smith
   Hoban
   Gates

7. Literature group. Harper Assembly room. Messrs. and Mesdames Shorey
   Hale
   Cutting
   Nitze
   Buck
   Merrill
Literature group - continued

Messrs. and Mesdames F. J. Miller
Prescott
Castle
MacClintock

Miss Reynolds

Mr. Tarbell
Mr. Manly

S. Biological sciences group. Biology Library 4th floor west tower:

Messrs. and Mesdames Coulter

Lillie
Bensley
A. P. Mathews
Hektoen
Jordan
Wells
Child
Tower
Harvey
Carlson
C. J. Chamberlin
H. C. Coles
9. General Science group. Law School Library, south end:

Messrs. and Mesdames  T. C. Chamberlin
E. H. Moore
Michelson
Willitson
Salisbury
Milliken
Steiglitz
Mann
McCoy
Gale
Dickson
Slaught
Weller
Goode
Barrows

10. Education group. Rare Book room, 2d floor:

Messrs. and Mesdames  Judd
S. C. Parker
Johnson
Butler
Sargent
G. W. Myers
C. W. Caldwell
Van Tuyl
11. Library group:
   Mr. and Mrs. Hanson
   Mr. Manchester
   Mr. Torrey
   Miss Robertson
   Miss Perrine

12. Financial group:
   Messrs. and Mesdames Heckman
   T. W. Goodspeed
   Arnett
   Payne
   C. P. Small
   Stagg
The University of Chicago

The Eighty-third Convocation

AND

The Dedication of

The Harper Memorial Library

June, 1912

JUNE 7, FRIDAY
JUNIOR COLLEGE DAY

JUNE 8, SATURDAY
INTERSCHOLASTIC DAY

JUNE 9, SUNDAY
CONVOCATION SUNDAY

11:00 A.M. THE CONVOCATION RELIGIOUS SERVICE
Leon Mandel Assembly Hall

The Convocation Sermon will be delivered by the University Chaplain, The Reverend Charles Richmond Henderson, Ph.D., D.D., Professor of Sociology and Head of the Department of Ecclesiastical Sociology, Barrows Lecturer in India, 1912-13.

JUNE 10, MONDAY
CLASS DAY
JUNE 10, MONDAY

8:30-10:30 P.M. CONVOCATION RECEPTION
Harper Memorial Library

IN ADDITION TO THE MAIN RECEIVING PARTY IN THE READING ROOM OF THE LIBRARY, THERE WILL BE DEPARTMENTAL GROUPS IN THE LAW BUILDING, HASKELL ORIENTAL MUSEUM, WALKER MUSEUM, AND HUTCHINSON HALL.

JUNE 11, TUESDAY CONVOCATION DAY

10:00 A.M. THE DEDICATION OF THE HARPER MEMORIAL LIBRARY
Harper Court

INVOCATION
THE REVEREND FRANK WAKELY GUNSAULUS, D.D., LL.D., PRESIDENT OF ARMOUR INSTITUTE

HISTORICAL STATEMENT
THE PRESIDENT OF THE UNIVERSITY

POEM
EDWIN HERBERT LEWIS, PH.D., '04, PROFESSOR OF ENGLISH, LEWIS INSTITUTE

ADDRESSES
JAMES BURRILL ANGELL, LL.D., PRESIDENT EMERITUS OF THE UNIVERSITY OF MICHIGAN

CHARLES ALLERTON COOLIDGE, OF SHEPLEY, RUTAN & COOLIDGE, ARCHITECTS OF THE BUILDING

HENRY EDWARD LEGLER, LIBRARIAN OF THE CHICAGO PUBLIC LIBRARY

DONALD RANDALL RICHBERG, A.B., '01, PRESIDENT OF THE CHICAGO ALUMNI CLUB

ALBION WOODBURY SMALL, PH.D., LL.D., DEAN OF THE GRADUATE SCHOOL OF ARTS AND LITERATURE

PRESENTATION OF THE KEYS OF THE BUILDING
Dear President Angell:

After consulting with your son,

I permitted Miss M. A. Ahern, the Editor of Public Libraries, to have a copy of your address at the Dedication of the Harper Memorial Library. Miss Ahern desires to publish your address in full in one of the approaching numbers of her magazine.

Sincerely yours,

Secretary to the President.

President James B. Angell,
The University of Michigan,
Ann Arbor, Michigan.
June 20, 1872

My dear Sir:

I beg to acknowledge the receipt of the cheque for the amount advertised in my notice of my return to New York. May I say in any expectation of such a recognition, your very truly,

James B. Driscoll

Mr. David A. Robertson

Miss D. Chace
June 19, 1912

My dear Dr. Angell:

I am handing you herewith the check of the University of Chicago for $100. This is not in any sense compensation for your notable address of last Tuesday. The honorarium is merely an expression of the gratitude of the University for your services as orator at the Dedication of the Library.

Sincerely yours,

D.A.R.-R.P.

President James B. Angell,  
The University of Michigan,  
Ann Arbor, Michigan.
June 18, 1975

My dear Mr. President:

I am pleased to announce the appointment of the University of California at Los Angeles for your consideration. The proposition was made at the request of the University for your assistance in the selection of the President of the University of California, Los Angeles.
Chicago, May 31, 1912

My dear President Angell:

Your note of the 30th inst. is at hand.

You are very modest in your time allowance. Now in point of fact yours is the principal address, and you are not bound to be limited at all. The other gentlemen we have limited very distinctly, and their time will be in every case extremely short. Do not for a moment feel bound to seventeen minutes, and feel sure that you will not be going at all beyond bounds if you take thirty or more as you wish.

Cordially yours,

H. P. J. — L.

President James E. Angell,
Ann Arbor, Michigan.
April 24, 1910

My dear President Fuller,

I should have been so glad to avail myself of the opportunity which you have done me the honor to open to me to throw my organ in the memory of my old friend, Dr. Harper, that I have taken since time to persuade myself.
that I can safely accept
your invitation. But the fact
is that I am now bound
by promises to make so
many addresses and occa-
sional speeches of vario-
us kinds between now and
Christmas that I do not undertake to
prepare an address for
fitting the occasion.

When you conclude to resign,
do not take that step in
the belief that you are
than leisure. I think
I have rarely been more
crowded with more work than
I am now. For every one
man out of office, the
man himself cannot
bear the pressure of
frequent engagements as
a ground for refusal.
Your Report came in, and
am writing it down now.
A year of prospect on which
you are to be congratulated.
You are to see that like my
I am glad to see that like my.
self you truth that we can
safeguard human rights and quite match
Americans have quite as much
opportunities here quite enough
students. In how our down our
medical claims due to
reduce the law claims - to
reduce the law claims - to
the benefit of both. I wish
the benefit of both. I wish
sincerely to could part with
the instrument sophomoros.

James B. Angell
President Judson.
April 11, 1910

My dear Dr. Angell:

I very much want that you should favor the University by giving the Convocation address on the 15th of June next. We shall on that day lay the corner-stone of the new Harper Memorial Library with appropriate exercises. I am anxious that the address should be given by one who knew Dr. Harper, and by one who was in active educational administrative life during his incumbency of the presidency here. Of course I do not at all mean that the subject matter of the address should be Dr. Harper, but if you can see your way to this it will in every way be fitting, and will give great delight to us all.

Cordially yours,

[Signature]

President James P. Angell,  
University of Michigan,  
Ann Arbor, Michigan.
**ANNOUNCEMENTS**

**INVITATIONS AND PROGRAMS**

Classes of persons to whom notices are to be sent with statement of scheme of distribution of same.

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**FINAL WEEK**

- **Trustees**
  - O. Goodearl
- **Faculties (in residence)**
  - N. S. McCollum
- **Fellows**
  - G. U. S.
- **Heads of Houses**
  - Recorder
- **Fellows (in residence)**
  - Guests & Speakers
- **Councillors**
- **Higher Degrees**
- **Candidates**
  - Bachelors &c.
  - Associates
- **Donors in Chicago**
- **Hyde Park Ministers**
- **Friends of Orator**
- **Special Guests (Hyde Park)**
- **Participants in Finals**
- **Alumni Executive Committee**
  - Special Students
- **Band**
- **Choir**
- **Marshals**
- **Ushers**
ADDRESS LIST OF THE BOARD OF TRUSTEES.

Martin A. Ryerson, 204 Dearborn Street; 4851 Drexel Boulevard.
Charles L. Hutchinson, Corn Ex. Nat. Bank; 2709 Prairie Avenue.
Henry A. Rust, The Quadrangle Club.
Thomas W. Goodspeed, 5630 Kimbark Avenue.
Fred. T. Gates, 26 Broadway, New York City.
Edward Goodman, C/O "The Standard"; 5536 Ellis Avenue.
Rev. A. K. Parker, 612 Jackson Boulevard.
Frederick A. Smith, Atwood Building; 205 Goethe Street.
Howard G. Grey, Room 30, 70 La Salle Street; Evanston, Illinois.
Eli B. Felsenthal, 108 La Salle Street; 4108 Grand Boulevard.
H. H. Kohlsaat, The Times-Herald Building; 120 Lake Shore Drive.
Harold F. McCormick, 7 Monroe Street; 88 Bellevue Place.
Willard A. Smith, 1425 Old Colony Building; 3256 Rhodes Avenue.
George C. Walker, The Rockery; 228 Michigan Avenue.
Jesse A. Baldwin, 708 Reaper Block; Oak Park, Illinois.
D. G. Hamilton, 2020 State Street; 2929 Michigan Avenue.
Enos M. Barton, Western Electric Co.; 4920 Greenwood Avenue.
John D. Rockefeller, Jr., 26 Broadway, New York City.
A. C. Bartlett, 16-32 Lake Street; 2720 Prairie Avenue.
Maclay, Isaac W., 67 Wall Street, New York City.
THEOLOGICAL UNION TRUSTEES.

Atkins, E. C.
Blake, E. Nelson
Crandall, L. L., D.D.
Goodman, Edward,
Harper, William R.
Marsh, Chas. A. Harrison 470
Holden, William H. M. 701
Hulbert, Ert B.
Lawrence, Rev. W. M. Ashland 552
Mc. Leish, Andrew
Parker, Rev. A. M.
Patrick, F. W.
Thomas, Dr. Judson B. Harrison 1271, 324 Dearborn Street.
Petersen, Rev. F.
Goodspeed, T. W.
Scribner, S. A. M. 487
Smith, F. A. Harrison 310
Smith, W. A. M. 30
Reichelt, John A.
Wheeler, Rev. Kittredge,
Myers, Rev. Johnston
Kohlsaat, C. C. Hon. Harrison 1797, Monadnock Building
Bond, Joseph, South 901

Indianapolis, Indiana
3644 Ellis Avenue
2381 Michigan Boulevard
Haskell Museum
5659 Washington Avenue
Hartford Building
The University
513 Jackson Boulevard
Care of Carson, Pirie, Scott & Co.
612 Jackson Boulevard
Marengo, Illinois
Minneapolis, Minnesota.
The University.
226 Ashland Boulevard
The Atwood Building
1425 Old Colony Building
340 Warren Avenue
Ashland Boul. & Monroe Street
233 9 Michigan Avenue
101 Lake Street
List of Special Donors.

Mr. and Mrs. J. G. Williams
Mrs. Ann Hitchcock
Mr. and Mrs. Borden, (William)
Mr. C. R. Corwith
Mr. and Mrs. Gustavus F. Swift
Mr. and Mrs. Charles R. Crane
Miss Helen Culver
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Mrs. Martin Ryerson
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(better send to Link Belt Machinery Co.)
Mr. and Mrs. L. Everingham
Mr. Charles F. Grey
Hon. C. C. (and Mrs.) Kohlsaat
Mr. and Mrs. Leon Mandel
Mr. and Mrs. J. W. Midgley
Mr. Thomas Murdoch

3945 Lake Avenue,
4741 Greenwood Ave.
89 Bellevue Place.
1945 Prairie Ave.
4648 Ellis Avenue,
2559 Michigan Ave.
31 Ashland Boulevard
2709 Michigan Boul.
5012 Woodlawn Ave.
Calumet Club,
1710 Indiana Ave.
N.W. Cor Market and Monroe sts
124 Ashland Boul.
787 Pullerton Ave.
241 Michigan Ave.
2716 Prairie Ave.
Auditorium Annex
2734 Prairie Ave.
Auditorium Annex
3426 Vernon Ave.
2801 Michigan Ave.

113 South Waller Ave.
Evanston, Illinois.
Monadnock Bldg.
3409 Michigan Ave.
242 Ashland Boul.
2130 Prairie Ave.
Baptist: Rev. John L. Jackson, 5607 Lexington
Rev. Herman Page, First Church, 6492 S. Lake
Rev. Frank Crane, 5051 Washington Ave
Rev. J. A. Vance, 1815 S. 3rd St.
Rev. J. J. Farrell, 55th St. and Humbert
Rev. M. P. Boynton, 6117 Ellis Ave.