February 4th, 1925.

My dear Mr. Tufts:

Our three representatives on the Programme Committee for the Public Conference on Education and Industry, to be held by the University of Chicago and the Institute of American Meat Packers in co-operation, are Thomas E. Wilson, Philip D. Armour, and L. D. H. Weld.

We have given a great deal of thought to the personnel of this Committee, and believe that each of the three gentlemen named above will bring to the task at hand, either through his company association or special personal qualifications or both, a distinct contribution. On recommendation of Mr. Woods, in which I concur, our representation on this particular Committee is selected from men outside of the resident staff of the Institute so that direct responsibility for insuring the success of the programme may gain us the active co-operation of as many member companies as possible. The actual execution of the plans, of course, will fall, so far as our organization is concerned, on the staff of the Institute of American Meat Packers. The necessary co-ordination will be effected, with your permission, by providing for the informal attendance of a representative of the Institute staff at each session of the Programme Committee, and everything will be done to deliver the effective help of this industry to the greatest extent possible.

Very truly yours,

Mr. James H. Tufts,
V.P. and Dean of Faculties,
The University of Chicago,
CHICAGO, ILLINOIS.

THOMAS WILSON
INSTITUTE PLAN COMMISSION
CHAIRMAN
February 3, 1925.

Mr. James H. Tufts,
Vice President and Dean of Faculties,
The University of Chicago,
Chicago; Illinois.

My dear Mr. Tufts:

Our three representatives on the Programme Committee for the Public Conference on Education and Industry, to be held by the University of Chicago and the Institute of American Meat Packers in co-operation, are Thomas H. Wilson, Philip D. Armour, and L. D. H. Weld.

We have given a great deal of thought to the personnel of this Committee, and believe that each of the three gentlemen named above will bring to the task at hand, either through his company association or special personal qualifications or both, a distinct contribution. On recommendation of Mr. Woods, in which I concur, our representation on this particular Committee is selected from men outside of the resident staff of the Institute so that direct responsibility for insuring the success of the programme may gain us the active co-operation of as many member-companies as possible. The actual execution of the plans, of course, will fall, so far as our organization is concerned, on the staff of the Institute of American Meat Packers. The necessary co-ordination will be effected, with your permission, by providing for the informal attendance of a representative of the
Mr. James H. Tufts

Vice President and Dean of Faculty

The University of Chicago

Chicago, Illinois

My dear Mr. Tufts:

Our joint representatives on the Program Committee for

the National Conference on Education and Industry to be held in

the University of Chicago and the Institute of American Meet

Packets in cooperation with Thomas H. Wilson, Philip D. Armour

and I, D. H. Wells.

We have given a great deal of thought to the personnel

of the committee and believe that each of the three representatives

named above will bring to the task at hand a thorough

knowledge of the Association of Special Problems and the

Committee on a better organization of the work in

the National Conference on the part of the Committee

which I compose, and the representatives on the part of the Committee

is selected from new organizations of the recent past of the Institute

in order to have the opportunity for increasing the scope of

the program which may be the subject of cooperation as many

members themselves as possible. The committee, therefore, are to be in closer association to some extent of the Institute of American Meet. The necessary co-operation will be effective with your permission. In

practising for the informal attendance of representatives of the
Institute staff at each session of the Programme Committee, and everything will be done to deliver the effective help of this industry to the greatest extent possible.

Very truly yours,

INSTITUTE PLAN COMMISSION

Chairman
Institute felt it essential to the Programme Committee and everyone will be gone to gather the effective help of the Institute to the greatest extent possible.

Very truly yours,

INSTITUTE PLAN COMMISSION

Chairman
February 3, 1925.

Mr. James H. Tufts,
Vice President and Dean of Faculties,
The University of Chicago,
Chicago, Illinois.

My dear Mr. Tufts:

The Joint Administrative Committee of the Institute of Meat Packing is now constituted of seven men representing the University of Chicago, and four men representing the Institute of American Meat Packers. There are one or two other men associated with this industry who could give us a good deal of support in connection with this project if they were in position to do so. For obvious reasons we should like to identify such men with the work.

With this thought in view, I suggest that the representation of the Institute of American Meat Packers be increased to five men, and that the representation of the University be increased to any number it wishes in order to protect fully its working majority on the Committee. Perhaps the University may welcome an opportunity to broaden its delegation so as to make the Committee representative of additional divisions of the University's activities; but whether this be the case or not, it would be a distinct advantage if the representation of the Institute, and therefore that of the University, may be extended to accommodate the necessities which I have mentioned above. Will you please let me know
Dear Mr. Tuttle,

I am pleased to accept the position of Secretary of the Committee on the Joint Administrative Committee of the Institute of Meat Packing, representing the University of Chicago and the University of Illinois. I am writing in connection with this matter to express my appreciation for the opportunity to work with the committee.

I believe that the representation of the Institute of Meat Packing can be increased by the membership of the committee and that the representation of the University can be increased by the membership of the committee. I would like to suggest that we proceed with the committee in a manner that is consistent with the objectives of the committee.

Thank you.

Mr. James H. Tuttle
Vice President and Dean of Faculty
The University of Chicago
Chicago, Illinois

My dear Mr. Tuttle,

The Joint Administrative Committee of the Institute of Meat Packing is now constituted of seven men representing the University of Chicago and your university. The committee is responsible for the representation of the Institute of Meat Packing, and one of your officers is associated with this institution, which provides a good opportunity to support in connection with this project.

I write to express my appreciation for the opportunity to work with the committee.

With kind regards,

[Signature]

[Name]
whether this suggestion is agreeable to you, so that if it is we may appoint an additional representative on the Joint Administrative Committee.

Very truly yours,

INSTITUTE PLAN COMMISSION

Chairman.
We refer this suggestion to the joint meeting of the Appropriation and Representative Joint Administrative Committee. Very truly yours,

Chairman

[Name]
February 26th, 1925.

James H. Tufts, Esquire,
Vice President and Dean of Faculties,
The University of Chicago,
Chicago, Illinois.

My dear Mr. Tufts:

I enclose copies of two letters sent to you in the early part of this month. In one of these, I suggested an increase in the number of members of the Joint Administrative Committee of the Institute of Meat Packing; and in the other, I furnished the names of the Institute's three representatives on the Programme Committee for the Public Conference on Education and Industry.

Our proposal that the number of men on the Joint Administrative Committee be increased is not absolutely in need of urgent action, but it does seem that a meeting of the Programme Committee for the Public Conference on Education and Industry is urgently needed if we are not to be cramped for time as we were last year. You recall, of course, that the Programme Committee is to meet at your call. The Institute ventures respectfully to suggest that a meeting at an early date would be desirable.

Yours very truly,

INSTITUTE PLAN COMMISSION

Chairman.
March 2, 1925.

My dear Mr. Wilson:

This is in acknowledgment of your letter of February 26th.

We had hoped to have the matters of which you speak definitely concluded before Mr. Tufts' return. Your letters were referred to Dean Spencer, in Mr. Tufts' absence, for decision. Mr. Spencer has hesitated to make the recommendations necessary, so that I fear that there may be a few days longer delay.

Very truly yours,

Secretary to the President.

Mr. Thomas E. Wilson,
Wilson & Company,
Chicago, Illinois.
March 31, 1925

Mr. Thomas E. Wilson,
Wilson and Company,
Chicago, Illinois

Dear Mr. Wilson:

The matter of appointing an additional member of the Board of the Institute was delayed in my absence. I have conferred with Dean Spencer and we see no objection to making such an addition.

Inasmuch as the number upon the Board was originally brought to the attention of the Trustees, however, I think it is desirable that this change should be reported to them at their meeting on Thursday of next week, April 9. If there is no objection raised at that time, we shall be prepared to revise the membership of the Board in accordance with your suggestions. We shall probably wish to add Professor John Norton, who is in the Department of Hygiene and Bacteriology and has been associated with certain work for the Institute on the scientific side.

Dean Spencer and I also conferred as to the reorganization of the Committee to arrange for the industrial conference, and as soon as we secure the acceptances of those whom we decided to appoint we will notify you. The details for this are in the hands of Dean Spencer.

Sincerely yours,

James H. Tufts

JHT: H
February 24, 1925

Mr. E. T. Filbey
Office of the President

Dear Mr. Filbey:

Would you kindly take up with President Burton the following suggestion?

The members of the Sprague Institute are nominated by the Director of the Institute, Dr. Wells, to the President for confirmation of the appointment as members of the University faculty. Professor Norton and myself would like to propose that we follow the same plan in connection with the appointments of the Institute of American Meat Packers. We would like to suggest that Dr. W. Lee Lewis be confirmed as Director of Research of the Institute of American Meat Packers, and be listed as a member of the Department of Chemistry under the list of the regular members of the Department, and separated from these names by a suitable space or line. (This is the method followed by the Department of Pathology).

We would further recommend that the research men working under Dr. Lewis be appointed as research associates in the University, and that their names be listed in the above way under the names of the regular members of the Department of Chemistry and Bacteriology, according to the field of research in which a given member is engaged.

The University would have no financial responsibility, but would thus have a closer working relation with the Institute as in the case of the Sprague Institute. It would involve, however, the right of the research associates to take special courses at the University without payment of tuition fees, as is the case with appointees of the Sprague Institute. If the President approves the general principle of these recommendations, we will send you the names of the proposed research associates. The whole purpose of the recommendation is to incorporate the Institute of American Meat Packers, as far as possible, into the work of the University.

It may be added that in return for the privilege of free tuition mentioned above, the Departments of Chemistry and Bacteriology could have some of their Ph.D. candidates work under Dr. Lewis without any special remuneration for the latter from the University.

I am

Yours sincerely,

[Signature]

JS/MS
March 2
1925

Mr. W. E. Scott
President's Office

My dear Mr. Scott:

Attached are letters which should be held in your files. They refer to the laboratory arrangement made with the Institute of American Meat Packers.

Very truly yours,

Emery F. Willey
Dean

EF/EL
March 3

Mr. W. Scott
President's Office

Mr. Dean H. Scott:

Attached are the letters:

1. Trip money to pay in your name.
2. Copy letter to the Employment Bureau.

Can't make with the Institute of.

American Baptist Foreign Service.

Very truly yours,

[Signature]

[Date]
February 21, 1925

Mr. E. T. Filbey
Office of the President

Dear Mr. Filbey:

Thanks for the opportunity to see the letter of Vice President Arnett in regard to the arrange-ments for the laboratory of the Institute of American Meat Packers. It is, of course, entirely satisfactory.

I am

Yours sincerely,

[Signature]

JS/MS
Mr. T. R. Fitzpatrick
Office of the President

Dear Mr. Fitzpatrick:

Thank you for the opportunity to see the letter of Vice President Andrews in regard to the Institute of American Restaurants.

Best regards. I refer, of course, especially satisfactory.

Yours sincerely,

[Signature]
February Twelve
1 9 2 5

My dear Mr. Filbey:

In answer to your letter of February 6th, regarding the suggested charge for laboratory supplies and overhead in connection with the work of the Institute of American Meat Packers: I notice that the contract states that the University shall furnish suitable laboratory quarters and other facilities without cost, but that the Institute shall pay for all laboratory supplies and materials used during the course of such work and shall pay such an additional fixed periodic fee as shall be agreed upon to cover overhead expenses for gas, water, light and janitor service. Therefore, the fee of $15 per quarter for the use of space, gas, water, janitor service, etc., should be for the items mentioned with the exception of space.

With this exception, I approve the fee as fixed by Dr. Stieglitz.

I am returning herewith the correspondence.

Very truly yours,

Trevor Arnett

Mr. Emery T. Filbey
Office of the President
The University of Chicago

TA: EVB
Enc
Mr. President:

I am honored to have the opportunity to present the following information in connection with the work of the Committee of the American Welding Society. I would like to express my appreciation for the assistance and encouragement you have provided in this work. Your efforts in organizing and conducting the meetings and in providing the necessary materials have been invaluable. I would like to take this opportunity to thank you for your support and cooperation.

With these reservations, I hope the committee will be able to proceed.

Very truly yours,

[Signature]

[Name]
March 2
1925

Mr. W. E. Scott
President's Office

My dear Mr. Scott:

Attached are letters which should be held in your files. They refer to the laboratory arrangement made with the Institute of American Meat Packers.

Very truly yours,

Dean

EF/HL
Page 5

Mr. E. Scott
President's Office

Dear Mr. Scott:

Attached, please find a copy of the report submitted by Mr. Jones to the Institute of Radiation Research. The report was written in collaboration with the Institute of Radiation Research.

Yours sincerely,

[Signature]

E.R.
March 3, 1925.

Dr. Ernest D. Burton, President,
The University of Chicago,
Chicago, Illinois.

My dear Dr. Burton:

The fifth paragraph of the covenant made between the University of Chicago and the Institute of American Meat Packers on February 5, 1925, in connection with

The Research Laboratory of the Institute of American Meat Packers

Founded by Thomas E. Wilson

at

The University of Chicago

reads as follows:

"The staff of the Research Laboratory of the Institute of American Meat Packers shall be appointed by the Institute of American Meat Packers subject to approval by the University of Chicago."

The Institute of American Meat Packers at the present time wishes to appoint the following staff:

Director: Dr. W. Lee Lewis

Research Chemist: Dr. C. S. Palmer

Research Chemist: Dr. R. S. Vose

Will you please say whether these appointments have the approval of the University so that we may know whether to proceed with them?

Cordially yours,

[Signature]

Executive Vice President.
Institute of American Meat Packers
20 S. Wabash Avenue
CHICAGO

May 8, 1939.

Mr. Director & Secretary,

The University of Chicago
Chicago, Illinois

Mr. President:

The life experience of the consumer who partakes the food meat
of Chicago and the Institute of American Meat Packers is reported in
connection with the Research Laboratory of the Institute of American Meat Packers

University of Chicago

Teach us tolerance.

The report of the Research Laboratory of the Institute of American Meat Packers will be approved by the Institute of American Meat Packers and kept in secret by the University of Chicago.

The Institute of American Meat Packers at the present time

Validator: Dr. W. H. Secrest
Research Officer: Dr. E. B. Baxter
Research Chemist: Dr. E. E. Adams

Will you please send me any other information you may have?

Sincerely yours,

[Signature]
March 14, 1925

Mr. E. T. Filbey
University of Chicago

Dear Mr. Filbey:

Dr. W. Lee Lewis has informed me that the following men will work under his direction at the University:

Charles Shattuck Palmer
S.B. 1917 University of Illinois
S.M. 1920 " " "
Ph.D. 1922 " " "

Richard Shepard Vose
S.B. 1920 Rutgers College
Ph.D. 1923 Cornell University

I am enclosing a detailed statement concerning each of the men in case you wish to have further information.

Dr. Lewis recommends that instead of giving these men any University titles, they be appointed by the University with the same title that they hold in the Institute, namely, that of "Research Chemist."

Dr. Lewis himself should also be appointed with the same title that he holds in the Institute, namely, "Director of Scientific Research, Institute of American Meat Packers".

Please let me know when official action has been taken so that we can have these names enrolled with the departmental staff in the way we had previously discussed.

Yours sincerely,

J. Stegaf

JS/MS
Memorandum

Mr. E. T. Fitz
University of Chicago

Dear Mr. Fitz:

I am forwarding to you the following memo that was
forwarded to me from the direction of the
University:

[Handwritten text]

I am including a copy of the memorandum so that you may
do something with it. I am sure you will get it.

Please feel free to contact me if a decision needs to be made.

Yours sincerely,

[Signature]
Richard Shepard Vose.
Born January 16, 1898 at Somerville, Massachusetts.
B. S. in Chemistry, 1920, Rutgers College.
U. S. Army, 1917. 2nd Leiut. Infantry.
Acheson Graphite Company, Niagara Falls, N. Y., as chemist, 1920.
Solvay Process Company, Syracuse, N. Y., as chemist, 1922.
Ph. D., 1923, Cornell University.

Minor - Inorganic Chemistry, with L. M. Dennis
Minor - Physical Chemistry, with W. B. Bancroft.

Thesis: W. R. Orndorff and R. S. Vose; Sulfonefluorescein
and 2 - 4 - Dihydroxybenzoylbenzine - o - sulfonic
acid, and some of their Derivatives. (See J. Am.
Chem. Soc. 46, 1896 - 1912(1924)).

Cook Paint and Varnish Company, Kansas City, Mo., as chemist, 1923.
Mellon Institute of Industrial Research, Pittsburgh, Pa., as indus-
trial fellow., 1924.
Charles Shattuck Palmer.
Born November 11, 1895 at Champaign, Illinois.
Son of A.W. Palmer, former head of chemistry department in the University of Illinois.
B.S., 1917, course in chemistry, University of Illinois
Professor of Chemistry, Greenville College, 17 - 18.
U.S. Army 18 - 19. Army experience included chemical and bacteriological instruction at Rockefeller Institute for Medical Research and Yale Army Laboratory School. Also seven months practice in Columbia University War Hospital including some research.

Graduate School, University of Illinois, Sept. 1919 - February 1922.
Major - Organic Chemistry
First minor - Physics
Second minor - Mathematics

Studied chemistry with Professor Noyes, Adams, Washburns, Derick, Kamm, Balke, H. B. Lewis; physics with Professors, Carman, and Knipp; mathematics with Professors Townsend and Emch.

M.S. 1920; Ph.D., February 1922, University of Illinois.


Since February, 1924, Assistant Professor of Organic Chemistry, Northwestern University, on temporary appointment as substitute for Professor W. Lee Lewis.

Publications:


The greater part of the work as national research fellow is as yet unpublished but will appear during 1924.

April 8, 1925

Mr. W. W. Woods  
Institute of American Meat Packers  
509 So. Wabash Avenue  
Chicago, Illinois

My dear Mr. Woods:

Your inquiry relative to appointments of Dr. Lewis and his research assistants to faculty positions in the University has been referred to Mr. Scott, Secretary to the President, for detailed information. These appointments were well under way some weeks ago and I had assumed they had been completed. Definite information should be available within a day or two.

Very truly yours,

Dean

EF/EL
Nov. 8, 1955

Mr. W. Moore

Institute of American Music Program
R.M. Weisgarber

Mr. Moore:

Your appointment of Mr. Moore for the position of Secretary of the Department of Music is hereby accepted. I look forward to working with Mr. Moore in the capacity of an Associate Professor within the Department of Music.

Very truly yours,

[Signature]

Mr. Moore
April 10, 1925.

My dear Mr. Filbey:

I am returning Mr. Wood's letter to you. The two research chemists are appointed in due order, but through some slip between this Office and Mr. Tufts' Office, Dr. Lewis' appointment did not go before the Board at the meeting yesterday. However, it will be presented at the May meeting. I am sorry that this delay has occurred. I trust that it is of no serious consequence.

Very truly yours,

[Signature]

Secretary to the President.

Mr. E. T. Filbey,
Faculty Exchange.
April 14, 1925

My dear Mr. Scott:

Thank you for your note relative to the appointment of Dr. Lewis and his associates. The information which you have given will satisfy Mr. Woods. ... to

Very truly yours,

Dean
April 7, 1925.

Mr. E. T. Filbey, Dean
University College,
The University of Chicago,
Chicago, Illinois.

Dear Mr. Filbey:

Permit me to refer to your letter of March 6 concerning certain appointments.

We assume that this matter is moving forward satisfactorily through regular channels.

Very truly yours,

[Signature]
Executive Vice President.
April 14, 1926

Mr. W. W. Woods
Institute of American Meat Packers
509 So. Wabash Avenue
Chicago, Illinois

Dear Mr. Woods:

Attached is copy of a note I have just received from Mr. W. E. Scott, Secretary to the President. This draws attention to the present status of the appointment of Dr. Lewis and his associates. I regret that Dr. Lewis' appointment was overlooked at the recent board meeting. I am sure they will close up on this whole matter at the next session.

Very truly yours,

Dean

[Signature]

EF/EL
May 21, 1925

Mr. Nathaniel Butler,
Faculty Exchange.

My dear Mr. Butler:

Mr. Spencer has asked me to reply to your letter of May 8 in which you ask for information in regard to scholarships in the University of Chicago for graduate students in the Institute of Meat Packing.

In order to attract high grade graduate students into the specialized courses planned in the Institute, the National Provisioner has offered two scholarships of $500 each, tuition and fees to be paid out of this amount, and the Institute of American Meat Packers have offered six additional scholarships at $500 each for graduate study.

In addition to the scholarships mentioned above the Institute of American Meat Packers have granted us additional funds which may be used either for research or applied on scholarships for graduate students capable of doing a certain amount of research work.

The control of these scholarships is in the hands of the University, we presume to be handled by the Dean of the School of Commerce.

I regret that I am not quite sure what you want, under the term "application". I shall be glad to furnish the information by telephone. We have no record of awards at present but hope to make the awards within the next two or three days.

Will you kindly call me for any additional information that I may have overlooked, and I shall be glad to furnish it.

Very sincerely yours,

[Signature]

Assistant Director
The University of Chicago

To Whom It May Concern

I am writing to request information regarding employment opportunities at the University of Chicago for experienced scientists in the field of nuclear physics.

In order to attract highly qualified candidates to our program, we are offering two separate positions for 2021. Each position may lead to a permanent position and the individual will have the opportunity to develop a successful research program. Please indicate if you have additional qualifications or experience that would enhance your application.

In addition to the aforementioned positions, we are also accepting applications for positions in other areas of the University. We encourage all qualified candidates to apply.

If you have any questions or would like additional information, please feel free to contact me. Thank you for your consideration.

Sincerely,

Assistant Director

M.C.