My dear Mr. Woodward:

At the meeting of the Committee on Press and Extension yesterday it was proposed that a memorial volume of the Journal of Geology be issued in commemoration of Professor Chamberlin's long service, and also that an index be prepared and printed to cover the first thirty-five volumes of this journal. It is estimated that the net amount required will not be in excess of $1,750. Mr. Steere agreed with me that it would be desirable to ask you to secure this designation from the Rosenwald Fund, and the Committee approved the projects provided funds could be found. I understand from our telephonic conversation today that you are willing to request an appropriation of not to exceed $1,750 from the Rosenwald Fund for the purposes mentioned, and on the basis of this assurance I am notifying Mr. Bean that he may proceed. Will you please bring the matter to the attention of the Board at its next meeting?

Yours very truly,

Mr. F. C. Woodward,
Faculty Exchange.
January 30, 1941

Mr. C. McCready

Health Exchange
Original letter of gift sent to Mr. Steere

The University of Chicago

E. A. F. Penrose, Jr.
Ballit Building
Philadelphia, Pennsylvania

November 11, 1927

Professor Rollin T. Chamberlin
Department of Geology
University of Chicago
Chicago, Illinois

Dear Professor Chamberlin:

As Dean. Mr. Penrose approached I felt that I must not
forget my small contribution to the work of the Journal of Geology
which I have made for some years past. I am therefore enclosing my
check for Mr. Penrose has sent in your check for $500 which is to be used in support of matter, or in
helping the Journal of Geology, and has told you how
realize how very small it means to have this addition to your
imagination. I join with him in expressing my extra
illustrious you our deep appreciation of your generosity.

I have made this check payable to the University of Chicago,
as you asked me to do on a previous occasion.

Cordially yours,

Max Mason

With kindest regards to you and your family, I am

President

(Signed) E. A. F. Penrose, Jr.

Mr. R. A. F. Penrose, Jr.
Ballit Building
Philadelphia
Pennsylvania

November 10, 1927

Dear President Mason,

I enclose a letter from Mr. Penrose, Jr., together with his
check for five hundred dollars, which he has generously contributed
to the work of the Journal. The subsidy which the "Journal"
receives has long been inadequate to maintain its standards on account
of the greatly increased circulation. Now the "Journal" deteriorates.
Mr. Penrose has been in the habit of contributing five hundred dollars
a year towards its maintenance. Last year this item in your may get into
"Science," although Mr. Penrose said nothing about it. I know that he is
a very unassuming giver and would prefer not to have such a public
mention made of his gift.

Respectfully yours,

(Signed) Rollin T. Chamberlin
Dear Mr. Townsend,

The Ministry of Education has sent me to the town of York to make an inspection of the school and has been authorized to provide the necessary funds to meet the needs of the school. I have been paying close attention to the educational needs of the students and have found that the school is not able to meet these needs properly. I am sending an outline of the necessary improvements for your consideration.

Yours sincerely,

[Signature]

[Handwritten notes at the bottom of the page]
Original letter of gift sent to Mr. Steare
The University of Chicago

R. A. F. Penrose, Jr.  
The Journal of Geology
Balliet Building
Philadelphia, Pennsylvania

November 7, 1927

Dear Rollin:

As the end of the year approaches I feel that I must not forget my small contribution to the work of the Journal of Geology which I have made for some years past. I am therefore enclosing my check for five hundred dollars ($500.00) which I hope may be of some little use to you, either in increasing your printed matter, or in helping you out with illustrations. I can only too well realize how many articles that I have seen in the past, and sometimes one has written myself, would have been greatly improved by a few extra dollars illustrations or plates. Its maintenance, last year this item in some way got into "Science". Although I have made this check payable to the University of Chicago, as you asked me to do on a previous occasion, and would prefer not to have such a public mention made of his gift. With kindest regards to you and your father, I am

Sincerely yours,

(R. A. F. Penrose, Jr.)

R. A. F. Penrose, Jr.

Rollin T. Chamberlin

November 10, 1927

President Max Mason
Faculty Exchange

Dear President Mason:

I inclose a letter from Dr. R. A. F. Penrose, Jr., together with his check for five hundred dollars which he has generously contributed to the work of the "Journal of Geology". The subsidy which the "Journal" receives has long been inadequate to maintain its standards on account of the greatly increased costs. Rather than see the "Journal" deteriorate, Dr. Penrose has been in the habit of contributing five hundred dollars a year towards its maintenance. Last year this item in some way got into "Science". Although Dr. Penrose said nothing about it, I know that he is a very unostentatious giver and would prefer not to have such a public mention made of his gift.

Respectfully yours,

(Signed) Rollin T. Chamberlin
Dear [Name],

This is to confirm your recent appointment to the University of Chicago as a Postdoctoral Associate in the Department of Electrical Engineering.

I am writing to formally request that you begin your new position on December 1st. Please confirm receipt of this letter and let me know if there are any additional requirements or procedures that I should be aware of.

Please let me know if there are any issues or concerns that you may have regarding your new position. I am available to assist you with any questions or concerns you may have.

Sincerely,

[Name]
Postdoctoral Associate
President Max Mason,
Faculty Exchange.

Dear President Mason:

I enclose a letter from Dr. A. R. F. Penrose, Jr. together with his check for five hundred dollars which he has generously contributed to the work of the "Journal of Geology". The subsidy which the "Journal" receives has long been inadequate to maintain its standards on account of the greatly increased costs. Rather than see the "Journal" deteriorate, Dr. Penrose has been in the habit of contributing five hundred dollars a year towards its maintenance. Last year this item in some way got into "Science". Although Dr. Penrose said nothing about it, I know that he is a very unostentatious giver and would prefer not to have such a public mention made of his gift.

Respectfully yours,

Rollin T. Chamberlin

Copy to Mr. J. F. Moulds
Mr. N. C. Plimpton
Mr. Rowland Haynes
Dear [Name],

I propose a letter from the Department of Psychology for the University of Chicago. This letter is to be sent to [Recipient]. The purpose of the letter is to inform them of the upcoming meetings and events.

Please find attached the schedule of upcoming meetings and events. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

[Signature]

[Department of Psychology]