April 16, 1929.

Mr. Frederic C. Woodward,
The University of Chicago.

My dear Mr. Woodward:

I have just received the copy of the President's Report and am much gratified with the strong statement you have made concerning our needs for a new building. I hope you will let me express at this time my cordial appreciation of the help you have given our department from the Rosenwald Fund and in many other directions. In spite of our poor quarters and sorely inadequate facilities, I find a better spirit among the younger members of the department than has prevailed for many months.

In turning over the pages of the President's Report I have been much struck by the research productivity of our staff. I hope this will not escape the notice of our Trustees.

Cordially yours,

Edwin C. Jordan.
The Department of Chemistry

May 16, 1933

I have just received the copy of the dismissal report and was much surprised at the serious statement you have made.

I hope you will get some correction of the report. I am aware of the fact that the College administration is initiating action to correct the situation, and I am in possession of the fact that the state college board has already reversed the decision.

I sympathize with you, and believe I have a better spirit which will enable me to face the consequences of the decision.

Sincerely yours,

[Signature]

May 16, 1933
March 5, 1929

My dear Mr. Plimpton:

Pursuant to the authority given me by the Board of Trustees at the meeting January 10, 1929, I appropriate the further sum of $5,000 for the expenses of the study of influenza under the direction of Professor I. S. Falk of the Department of Hygiene and Bacteriology. This appropriation will be reported to the Board at the March meeting.

Yours cordially

FREDERIC WOODWARD

Acting President

Mr. N. C. Plimpton
Faculty Exchange
Meager 6. 1938

We great ill, Mr. Pittman:

Please note the information given

me by the hand of Trustee at the meeting January

10, 1938. I understand the amount was $8,000

for the assistance of the work of reunion under

the direction of President, S. B. Hall of the

Department of History andRecorder of the

apparatus will be reported to the board of the

Meager meetig.

Yours cordially

FREDERIC WOODWARD

Vice President

Meager Expedition

R. N. O. K. Pittman
Acting President F. C. Woodward,
University of Chicago.

Dear Mr. Woodward:

Please accept my cordial thanks for your kindness and interest in making it possible for me to have available the sum of $5,000.00 for the investigations on the etiology of epidemic influenza. With these funds at our disposal we anticipate that we shall quite certainly be able to determine the importance of the phenomena which we are now studying and the wisdom and advisability of carrying the investigations further. As I said to you in our conversation last week, I am of the opinion that if it should prove we are on the right track in elucidating the influenza puzzle, it will probably prove necessary to find further funds for investigations, but I think we are amply provided for, for the next few months so that we can carry out the indicated experiments.

With my thanks,

Yours very truly,

I. S. Falk

I. S. Falk

ISF: AG
Dear Mr. Woodard,

Please accept my carful thanks for your kind

Note and interest in making it possible to have a

more attractive fine of $50,000.00 for the Laboratory.

With appreciation of the assistance of the Chicago Telephone

Company and of our efforts to continue our efforts, we have

been able to make some progress on the construction of

the laboratory. We are now in the process of

planning the laboratory and we are hoping that

we can complete it in time for the beginning of

the academic year.

I was able to go to the University last week and I was

pleased to find that the plans were being made for

the laboratory. I am confident that we will be able

to complete the laboratory in time for the beginning of

the academic year.

With...
It is requested that the Acting President be authorized to appropriate not to exceed $10,000 for the expenses of the study of influenza under the direction of Professor I. S. Falk of the Department of Hygiene and Bacteriology, with the understanding that the amount so appropriated will be reported to the Board.
January 12, 1929

My dear Mr. Plimpton:

Pursuant to the authority given me by the Board of Trustees on Thursday, I have appropriated $5,000 from the President's Special Fund for the expenses of Professor Falk's work in influenza.

Yours cordially

FREDERIC WOODWARD

Acting President

Mr. N. C. Plimpton
Faculty Exchange
January 15, 1930

The Board of Directors

Pursuant to the authority

Given me by the Board of Directors on

Thursday, I have appropriated $5,000

from the President's Special Fund for

the expenses of President Felix's work

in Havana.

Yours sincerely

PREDECEIVING PRESIDENT

Acting President

M. B. C. Phillips

Faculty Exchange
January 15, 1929

My dear Mr. Taliaferro:

Thank you for your letter of January 10, outlining some of the cooperative projects in the biological sciences.
I am sure it will be of great service to me.

Yours cordially,
FREDERIC WOODWARD

FWK
Acting President

Mr. W. H. Taliaferro
Department of Hygiene and Bacteriology
Faculty Exchange
Thank you for your letter of January 10, outlining
some of the cooperative projects in the Planning Office.
I see none of it will go of great service to me.

Yours cordially,

FRANCIS WOODWARD
Vice President

Mr. W. H. Tippett
Department of Wildlife and Conservation
Faculty Counselor
Mr. Frederic Woodward,
University of Chicago.

Dear Mr. Woodward:

In regard to our recent conversation, I believe that one of the strongest reasons for development of the fundamental biological sciences at Chicago is the ease with which cooperative projects can be carried out here. I am quite aware that this probably has nothing to do with the organization of the University of Chicago but simply means that we are fortunate in having a number of individuals willing to cooperate with each other. As an example of the type of thing that is possible I can cite my own work in parasitology. At the present time we have three major projects being carried out in conjunction with the Department of Pathology in which we are doing parasitological work and Dr. Paul R. Cannon is doing the pathological work. This is opening up a new field of research because hitherto no one man was well enough versed in the technique of the two sciences. We are also expecting to carry out some fundamental chemical problems in cooperation with Dr. Florence Seibert of the same department. Before Dr. Maximow's death he had planned to use tissue culture in the study of the resistance of the body to malarial infection. Here, again, we were going to do the parasitological work. In spite of Dr. Maximow's death we expect to start this work next month in conjunction with Dr. Blum. Dr. J. K. K. Link of the Department of Botany has become very much interested in serological work on the bacteria producing disease in plants. As the Botany Department was not fitted for animal experimentation we have been able to furnish Dr. Link with animal quarters and various technical suggestions for his investigations. Finally, I may say that in no other institution in which I have worked have any such varied cooperative schemes been possible.

Yours sincerely,

W. H. Taliaferro

W. H. Taliaferro
In recent years, the University of Chicago has experienced a significant growth in enrollment and infrastructure. This growth has necessitated several important developments and improvements in various areas of the University.

The most notable of these developments include the expansion of the campus facilities, the establishment of new academic programs, and the enhancement of existing educational activities. These efforts have been undertaken with a view to maintaining the University's reputation for excellence in research and education.

In particular, the expansion of the campus facilities has included the construction of new buildings and the renovation of existing ones. This has been made possible through the generous contributions of alumni and friends of the University.

The establishment of new academic programs has been another major focus of recent years. These programs have been designed to meet the needs of a rapidly changing world and to prepare students for successful careers in a variety of fields.

Finally, the enhancement of existing educational activities has been a priority. The University has made significant investments in its libraries, laboratories, and other educational resources, in order to provide students with the tools they need to succeed.

In conclusion, the University of Chicago has experienced a period of rapid growth and development in recent years. The University is well positioned to continue its tradition of excellence in the years to come.
Memorandum to Mr. Woodward on Work at the University of Chicago
on Infantile Paralysis
December 12, 1928

I have seen Dr. Jordan and the following facts are from him:

1. Milbank Fund Commission
   Jeremiah Milbank, a wealthy New Yorker, 1924, Treasurer of National Republican Committee, became interested in Poliomyelitis and established a fund for the study of this disease. Dr. Jordan is on the Commission created to direct the expenditure of this fund. Under this fund work is being done at four American institutions, Harvard, Columbia, New York University and the University of Chicago. Chicago has two men giving full time to fundamental studies on this disease. The germ is not yet discovered and the only method of treatment is a "convalescent serum". This serum is taken from convalescent cases and if given early enough to active cases will largely eliminate the after-paralysis of the disease. Two European universities are studying under this fund—the London School of Tropical Medicine and the University of Brussels.

Work at the University
Chicago study has been somewhat hampered by the fact that there was very little infantile paralysis during the past summer—about twenty cases in all.
Memorandum to Mr. Woodrow on the Work of the University of Chicago

on Infantile Paralysis

December 18, 1938

I have been in your office and the following facts are from him:

Dr. M.M. Geymonat

Secretary

the National Research Committee, because interested in the problems of infantile paralysis. He is now the executive officer of the National Institute of Health of Chicago. He is also now working on the same medical school for American Institutions.

Chicago, the University of Chicago, and the University of Michigan.

The reasons for not yet accomplished and the only method of attack is the "concurrent serum" technique. This serum is taken from the organism and the University of Chicago, the London School of Tropical Medicine, and the University of Manchester.

This work is not yet published,

Chicago, and have been some years behind the front of the work. The last few years have seen little increase in the number of cases. The work of the University of Chicago is the University of Michigan.
The Dicks Working

Studies on the disease are going on under the direction of Dr. Hektoen on the West Side. A fund for the study has been granted under the Sprague Institute and is being pursued by Dr. and Mrs. Dick at the John McCormick Institute for Infectious Diseases. The Dicks, of course, found the scarlet fever germ and suggested serum therapy.

Conclusions

1. That there is adequate work going on in Chicago on the study of Poliomyelitis, especially under the direction of the University of Chicago.

2. That increased support for the Chicago work would be helpful.

3. That the distribution of the Milbank Fund indicates a preference for the plan of having a number of universities working on the disease rather than the concentration of support at a given university.

4. That Dr. Aycock is eminent but not unique in the field. He has studied for a number of years and done excellent work, and is probably the leading American in the field.

5. That the University would be making a very poor gesture before its own scientists working on the disease, and before the Milbank Commission, if it were to sponsor a project for the support of the work at Harvard.

John Dillard
The Milbank Fund

Studies of the Attendance and Rotation of Medical Students

Dr. Flexner's report on the extent to which has been

expected under the American Institute of Medical Education

Dr. and Mrs. Flexner of the John Rockefeller Institute for Infection

Diseases. The plans of course, found the essential level lower

and suggested an interim scheme.

The American Council on Education

I. That there be adequate work going on in Chicago on the

study of the profession, especially under the direction

of the University of Chicago.

II. That increased support for the Chicago work would be

permitted.

III. That the administration of the Milbank Fund initiatives

be expedient for the plan of rotating a number of students

after working on the attendance rates, then the same.

IV. A plan of support of a given university.

V. That it be evident that the American in the field

He has attained a number of years and gone excellent

work and to properly the leadership of the American in the field.

VI. That the University would be able to maintain a very good resource

before the next Congress, it is now to emigrate

a project for the support of the work of training.

[Signature]
February 25, 1928.

My dear Mr. Woodward:

For your information I am inclosing herewith copies of a letter from William H. Park under date of February 15, and one from Dr. Hektoen under date of February 17, both with regard to a contribution from the Milbank Fund for study and research in infantile paralysis. This work is to be carried on under the direction of Dr. Jordan and Dr. Hektoen. I understand the amount available for the two years is $12,500. each year.

Yours very truly,

Mr. F. C. Woodward,
Faculty Exchange.
Mr. F. C. Woodward

Dean's Office

August 5, 1926

In care of

For your information I am including

transcription of a letter from William H. West

about the proposal of a position at the University. He

mentioned three possible positions at the University:

1. Professor of Mathematics
2. Associate Professor of Mathematics
3. Professor of Mathematics and Director of the

Institution. The most likely is to be an assistant to

Dr. Gordon and Mr. Rice on the instruction of

the new student. I understand the current anticipate

for the two years is $15,000.00 each year.

Yours very truly,

[Signature]

Mr. F. C. Woodward

Dean's Office
February 17, 1928.

Dr. Wm. H. Park,
Bureau of Laboratories,
Foot of East 16th Street,
New York, New York,

Dear Dr. Park:

In answer to your letter of the 15th, I wish to say that the money for poliomyelitis may be sent to Mr. N.C. Plimpton, Auditor, University of Chicago, Chicago, with the suggestion that the money is carried on the books as the Milbank Fund for Infantile Paralysis. It will also be in order to stipulate that this fund is to be used, under the direction of Dr. Jordan and myself, in addition to other moneys that may be available for the same general purpose. In other words the Milbank Fund is not to replace any other money designated for promoting the study of poliomyelitis. Just as soon as Dr. Jordan returns, which will be the end of March, we shall formulate plans and report to you.

Sincerely yours,

Ludvig Hektoen

LH/LD.
Dear Mr. [Name],

In response to your letter of the 21st, I wish to say that the money for participation was sent to NY.

Mr. F. H. W. of the University of California, who suggested that the money be allotted on the basis of a division of contributions, has since written the University to state his feeling that the money should be returned to the source.

As to the allocation of the funds I have decided to make no alteration in the plan of distribution as proposed in my letter to you. The amount of the benefit to each member will be distributed according to the plan of distribution as proposed in my letter to you. I have decided to make no alteration in the plan of distribution as proposed in my letter to you.

Yours sincerely,

[Signature]
New York,

February 15th, 1928.

Dear Dr. Hektoen:

I have your letter of February 13th and am very glad that the way has been cleared for you to undertake the work.

At a meeting on Sunday at my house, we agreed to ask you and Dr. Jordan whether you would act as a committee for the University of Chicago to look after the expenditure of the money, leaving you free to call in anyone that you wish. If you will let me know whom to have the money sent to, I will notify Mr. Greer who is to act as treasurer and he will send a check for $2500. to the one that you mention. These checks will be sent to you quarterly during the two years. The amount to be used the third year will be left to the judgment of the committee at that time. In addition to this you can annually call upon the fund for an amount not exceeding $2500. for monkeys or other necessary animals.

You and Dr. Jordan will be members of the general committee. Mr. Milbank is desirous that this money be used in addition to any other sum and not to replace it. I think that is exactly your idea. It would be then the Milbank Fund for infantile paralysis from which expenditures would be made and a general accounting made semiannually, but you and Dr. Jordan would have absolute freedom in utilizing it as seemed to you wisest.

I wonder whether you think it would be possible to use part of it for trying to get some light on the nature of the virus itself, as that is a subject which I think Dr. Jordan especially could handle. When you and Dr. Jordan have decided along what lines you will probably investigate, will you let me know so that each laboratory may know something about what work is being taken up by the other laboratories?

Very sincerely yours,

(signed) Wm. H. Park

Copy to City Office
Mr. Moulds
Mr. Haynes
Dear Mr. [Name],

I hope you have received this letter by now and will not mind if I write to you again.

I am writing to request your approval for the proposed project. As you know, the project is of great importance to the company and will bring significant benefits.

We have gathered all the necessary data and conducted thorough research to ensure that the project is feasible. Our team has worked hard to create a solid plan that will meet all the requirements and exceed expectations.

I would like to invite you to a meeting to discuss the details of the project in more depth. I believe that your involvement and support will be crucial in making this project a success.

Thank you for your time and consideration. I look forward to hearing from you soon.

Yours sincerely,

[Your Name]
November 10, 1928.

My dear Mr. Taliaferro:

The matter of cooperation with the School of Tropical Medicine at Porto Rico had gotten side-tracked on my desk, and I am obliged to you for recalling my attention to it.

The plan of voluntary cooperation outlined by you under what Dr. Lambert happily calls a "gentleman's agreement" commends itself to me, and I foresee no difficulty in providing the small amount of money required, at least for a short period. I think we should feel free to withdraw at any time, and so should they.

One point is rather important. I feel strongly that the word "affiliation" should not be used in describing this arrangement. An affiliation, as the term is ordinarily used, means a connection far closer and far more permanent than that contemplated in this case. Cooperation is the word, and I hope you will make this clear to the Porto Rico authorities.

Yours cordially

FREDERIC WOODWARD

Acting President

Mr. W. H. Taliaferro
Department of Hygiene and Bacteriology
No one is really prepared

The report of cooperation efforts and the speed of development of cross-body and cross-sector efforts I am aware. I was offered to you in

longing for this moment to hold

The duty of improving cooperation and controlling the non-market elements

of the exchange relationship is something that is not easy to do. I would hope that a new relationship could be established and

that my efforts could be maintained for the time being.

This is an important point.

One point to keep in mind is that there is no absolute "attitude" in

all situations and that any change in external conditions may

affect the way in which the attitude is maintained. To

overcome this and to adapt to changing conditions is the

task of a successful negotiation. I hope you can agree on this after

to the force of this argument.


FREDERIC WOODWARD

Acting President

Mr. W. T. THOMAS
Department of Foreign Affairs
Mr. Frederic Woodward,
University of Chicago.

Dear Mr. Woodward:

When you find time, I would very much appreciate an expression of opinion on my letter of August 30th in regard to the affiliation scheme with the School of Tropical Medicine at Porto Rico. Dr. E. B. McKinley, the new Director of the school has expressed the desire to continue Dr. Lambert's arrangements and all that we need to go on with the project is your official approval.

Sincerely yours,

W. H. Taliaferro

W. H. Taliaferro
The University of Chicago  
Department of Hygiene and Bacteriology  
August 30, 1928.

Mr. Frederic Woodward,  
University of Chicago.

Dear Mr. Woodward:

If you recall, some time ago I discussed with you a proposed affiliation with the School of Tropical Medicine at San Juan, Porto Rico. Since then I have written Dr. R. A. Lambert, Director of the School of Tropical Medicine, the gist of my conversation with you and Dr. Jordan and have received a reply from him. I am enclosing copies of the two letters and I would appreciate it very much if you will read them and let me know whether or not you still approve of the scheme and whether I have committed the University or the department too far. If you still approve of the idea, I shall proceed with my plans of starting the cooperation during the Winter Quarter of 1930.

Sincerely yours,

W. H. Taliaferro

W. H. Taliaferro

WHT: AG
Dear Mr. Johnson,

I am writing to express my concern regarding the recent decision to phase out the School of Tropical Studies. As a former student of the program and a long-time admirer of its mission, I believe it is a mistake and a disservice to the students and alumni alike.

The School of Tropical Studies has been a beacon of excellence in the field of tropical studies, providing a unique and comprehensive education that has prepared countless students for successful careers in academia, research, and policy-making. Its cutting-edge research and innovative programs have contributed significantly to our understanding of the complex challenges faced by tropical regions around the world.

I urge you to reconsider this decision and find a way to ensure the continued viability of the School of Tropical Studies. Perhaps there are alternative funding mechanisms or partnerships that could sustain it. We need this program now more than ever, as the global community grapples with the urgent need to address environmental issues, promote sustainability, and combat climate change.

I am dedicated to supporting the efforts of the School of Tropical Studies and am willing to explore ways to contribute financially or through other means. I believe in the importance of this program and its mission and am committed to seeing it thrive.

Thank you for considering my concerns. I look forward to hearing your thoughts on this matter.

Sincerely,
[Signature]

*Name*

*Department of Tropical Studies*

*University of Chicago*

*Date*
School of Tropical Medicine

August 23, 1928.

Dr. W. H. Taliaferro
University of Chicago
Chicago, Ill.

Dear Doctor Taliaferro:

I have delayed replying to your letter of July 19 respecting our affiliation plan with the object of getting first an expression of opinion from Dean Darrach and Dr. Jobling, members of Columbia's Committee for the School of Tropical Medicine, to whom I had previously written about the matter. Both have replied warmly endorsing the policy of university affiliations and expressing special interest in such a relation with Chicago. I wished to discuss the question also with Chancellor Benner of the University of Porto Rico whose approval I found equally hearty.

I feel no hesitation therefore in committing the School to the small obligation which your limited program involves. It is my understanding that beginning with the session of 1929-30 a teaching member of your parasitology staff will come down every other year prepared to give a short course on some subject in his field previously agreed upon, a course comparable in time, etc., to that given by you last winter on medical protozoology, and that the School will provide space, janitorial services, ordinary equipment, and, in so far as may be possible, research material for such investigations as the visitor may wish to undertake. It is hoped and expected that the research work may extend beyond the short teaching period, and it is understood that in the event no students apply for the offered course the allotted time will be used entirely for research.

On account of circumstances which you understand, I can not officially guarantee funds to meet the living expenses (board, lodging, etc) of the visiting teacher during his stay here, but I can and do say I consider the suggestion reasonable and that there exists at present
COPY

School of Tropical Medicine

Subject 8/1026

To: Dr. H. Zeitz

Director of Chicago

School of Tropical Medicine

Dear Doctor Zeitz,

I have been notified by the Director of the School of Tropical Medicine that you have been appointed to the post of Dean of the School of Tropical Medicine. I am writing to express my congratulations on your appointment and to convey my warmest wishes for your success in this important position.

I have had the pleasure of working with you in the past and I am confident that you will bring a wealth of experience and knowledge to your new role. I believe that your leadership will be a great asset to the School and I look forward to hearing about your plans for its future.

Please accept my congratulations and best wishes.

Yours sincerely,

[Your Name]
no obstacle to the School's assuming this small additional obligation. Furthermore, I will personally guarantee this expense which I estimate roughly at $100 a month for three months, for the first visit which I note you yourself plan to make early in 1930.

It seems to me that with these main points agreed upon, and approved by our respective university authorities, the matter may be considered settled. Details can be worked out later on.

We both realize of course that this is essentially a gentlemen's agreement which unforeseen happenings may upset. But I anticipate no such disturbance and believe we are initiating a cooperative effort that has in it great possibilities for developing a field of science long neglected in our American Universities.

I am sending copies of this letter along with yours of July 19 to Chancellor Benner and to Dean Darrach for their records.

With best regards, I am

Very Sincerely yours,

R. A. Lambert, M. D.
Director
In closing, I am

With best regards,

Very sincerely yours,

A. L. James

Director
July 19, 1928.

Dr. R. A. Lambert,
School of Tropical Medicine,
San Juan, Porto Rico.

Dear Dr. Lambert:

Since your letter of June the 4th, I have had frequent discussions with Dr. Jordan and one with Mr. Frederic Woodward who is the acting President of the University. Both Dr. Jordan and Mr. Woodward agree that an affiliation with the School of Tropical Medicine is very desirable but they are not quite sure as to just how it can be brought about. In the following paragraphs I shall attempt to outline some of the objections and possibilities.

You spoke in your letter of a cooperative scheme involving not only parasitology, but bacteriology, immunology and hygiene. Dr. Jordan feels that, with the type of work in immunology and bacteriology which is being done in this department, a cooperative scheme is not necessary for the development of the subjects and would very quickly degenerate into more or less of a pleasure trip for the men interested. This rather left the proposition up to parasitology. Eventually, I hope that we shall have at the University of Chicago an entomologist and a helminthologist in addition to my own group. When these additions will be made, however, there is no way of knowing, so that for the present, it will fall largely upon my own group of workers and chiefly upon me. I am quite aware that you would not be interested in a course in protozoology every year. Suppose, therefore, we try a scheme of cooperation every other year in which either I or one of my immediate workers will give alternately a course in protozoology and a course in the immunology of parasites. This will leave you alternate years in which to fill in helminthology and entomology.

One of the details which bothers Mr. Woodward and which can hardly be adjusted permanently without a special act of the Board of Trustees is that the University of Chicago will not give resident credit for teaching elsewhere. This means that we cannot simply detach one of our staff and send him to Porto Rico. I can, however, get around this objection personally by going to Porto Rico during my vacation credit and occasionally using one of my research quarters. Mr. Woodward and Dr. Jordan have consented to the latter only on condition that I do not do it as a regular thing.

For the next four or five years, Mr. Woodward feels that he can use special funds to the extent of four or five hundred dollars to pay the actual travelling expenses of the individual, but at the end of that period the affair will have to be re-opened.
All of this comes to the point that the University of Chicago will pay the travelling expenses of a man to Porto Rico if that man does not use any of his teaching time to take the trip. After arriving in Porto Rico, his teaching will be simply a personal agreement in which he repays the School of Tropical Medicine for janitorial services, laboratory supplies, etc. Do you wish to consider this for parasitology alone, and chiefly for me? I had thought further that as the individual will have to do it in his vacation time, possibly the School of Tropical Medicine might be willing to make up a portion of the difference it costs him to live in Chicago and in Porto Rico. What do you think of this?

Should you decide to try out the present scheme, I do not believe that it should start next session. I could, however, spend the Winter Quarter of 1930 in San Juan and give a course either in protozoology or the immunology of parasites.

With very best wishes,

Yours sincerely,

W. H. Taliaferro
The University of Chicago  
Department of Hygiene and Bacteriology  

October 18, 1928.

Mr. F. C. Woodward,  
The University of Chicago.

Dear Mr. Woodward:

Dr. Jordan has informed me that an appropriation has been made available to me from the Rosenwald Fund for the investigation of a number of problems concerning which I wrote you some time ago. May I extend my cordial thanks for all that you have done to make this possible and to provide this significant help for my research studies?

Yours respectfully,

I. S. Falk

I. S. Falk
July 6, 1928

My dear Mr. Taliaferro:

I shall be very glad to talk with you about Dr. Lambert's plan for research in parasitology at your convenience. If you will be good enough to call Mrs. Jackson, my secretary, she will be glad to make an appointment for you.

Yours cordially

Frederic Woodward

Acting President

Mr. W. H. Taliaferro
Department of Hygiene and Bacteriology
Mr. General Superintendent

I am to notify you that I have presented a plea for access in

person to your own personal executive officer. If you will

do this you may be assured that he will wish to see me

alone to discuss this matter

Yours faithfully,

Department of Finance and Appropriation

Acting President

Mr. General Superintendent
Mr. Frederic Woodward,
University of Chicago.

Dear Mr. Woodward:

As a result of my recent trip to Porto Rico, Dr. R. A. Lambert, Director of the School of Tropical Medicine at San Juan, has suggested several plans by which the University of Chicago might cooperate with his institution in research and the teaching of parasitology. Both Dr. Jordan and I feel that it is very essential that some provision be made whereby research in parasitology can be carried out in the tropics, and we believe that Dr. Lambert's plan will enable us to do this with very little cost to the University. Would you mind discussing the details with me and giving me your opinion of the scheme?

Yours sincerely,

W. H. Taliaferro

W. H. Taliaferro
Dear Mr. Professor:

As a member of the faculty at the University of Chicago, I am writing to express my concern regarding the recent decision made by the Committee on Research to award the University's highest honor to someone who has not contributed significantly to the field of study that the University is known for. I believe that this decision is not only unjust but also a disservice to the faculty and students of the University.

I understand that the Committee was faced with a difficult decision and that there were many candidates to consider. However, I believe that the University's reputation for excellence in research and scholarship is at stake here. It is important that we uphold the highest standards of excellence and that we recognize and reward those who truly deserve it.

I urge you to reconsider this decision and to ensure that future awards reflect the true achievements and contributions of our faculty and students. I am confident that we can make this happen and I would be happy to assist in any way that I can.

Sincerely,

[Signature]

W. T. McFarland
Vice-President F. C. Woodward,
The University of Chicago.

Dear Mr. Woodward:

It was a real pleasure to receive your note of April 26th. As you probably can imagine, I am leaving the University not without regrets, particularly in connection with the friendships which I have made during the past eleven years. I shall always have a soft spot in my heart for the University, and if at any time I can serve it in any way, you know that I will be glad to do so.

Very sincerely yours,

J. F. Norton

JFN: AG
The University of Chicago

May 9, 1925

Dr. C. Woodworth

Dear Dr. Woodworth:

I am a busy person and have not been able to get around to your letter of April 25th. As you properly can imagine, I cannot write a long letter to you. However, I cannot possibly say the things I have in mind in more than a line or two. I will talk to you at lunch on Friday to explain why I can't. I have some more urgent business to attend to and I cannot spare the time. I do not know what I will do when I go to Europe in the fall.

Yours truly,

[Signature]
April 26, 1928

My dear Mr. Norton:

The receipt of your resignation as Associate Professor in the Department of Hygiene and Bacteriology, and as Secretary of the Department, is acknowledged. I shall present your resignation to the Board of Trustees at the May meeting, but I wish to express my personal regret that you are leaving us. I know that you have been an extremely faithful member of the faculty and have frequently sacrificed your personal interest for the departmental, or University, good. My personal relations with you have been a source of pleasure to me and I shall miss you very much.

With warm regard and best wishes for your success in Detroit,

Yours cordially,

FREDERIC C. WOODWARD

Mr. J. F. Norton
Department of Hygiene and Bacteriology
Faculty Exchange

FWL
Vice-President F. C. Woodward, 
The University of Chicago.

Dear Mr. Woodward:

Please accept my resignation as Secretary of this department, to take effect June 30th, 1928, and my resignation as Associate Professor in the Department of Hygiene and Bacteriology, to take effect September 30th, 1928. These resignations are necessary in order that I may accept a position as Director of the Bureau of Laboratories in the Detroit Department of Health.

Yours very truly,

J. F. Norton
The University of Chicago

Address: President & G. Woodruff
The University of Chicago

Dear Mr. Woodruff,

Please excuse the tardiness of this letter. I have been away from the University since June 1939 due to illness and have only recently been able to begin working again. This is a time of great stress and strain for the University and its faculty, and I have been unable to make any decisions as to the manner in which the University can best be served.

I am sure that the decision to be made will be of great importance to the University and its future. I am also convinced that the decision will be made with the best interests of the University at heart.

Yours very truly,

[Signature]

Lawrence A. Peter, R.

[Note: Handwritten note at the bottom of the page.]
Dr. John Nathan,
Act. Chairman,
Dept. Hygiene & Bldg.
Univ. Chicago.

Dear Dr. Nathan,

Please accept, at once, my resignation as Professor of Bacteriology in Epidemiology.

Thanking you. Yours,

Sincerely,

[Signature]

Appointed 1927 to 5 yr. to 1932
President Max Mason,
The University of Chicago.

My dear Dr. Mason:

I inclose, herewith, a note just received from Dr. J. C. Geiger presenting his resignation, to take place immediately, as Professor Lecturer in Epidemiology. Dr. Geiger has accepted a position at the Hooper Institute of the University of California.

Dr. Geiger has been, for a number of years, a loyal friend and supporter of the University of Chicago and of this department, in particular. During the years he was connected with the Chicago Department of Health, he not only gave freely of his time to give talks to classes and groups in this department, but he was instrumental in aiding cooperative research between this department and the Chicago Department of Health, and also in seeing that we were supplied with material for use in our research and in our laboratory instruction. Personally, I regret that Dr. Geiger is leaving this city and that we shall no longer be able to avail ourselves of his special knowledge and interest.

Very sincerely yours,

J. J. Norton
Acting Chairman, Department of Hygiene and Bacteriology

JFN: AG
Dear Mr. President,

I am pleased to present a note from the United States
Department of Agriculture, the President of the University of Chicago, and
the Director of the University of Chicago.

The note has been sent for a number of reasons:

1. To express my appreciation for the work done by the
   United States Department of Agriculture in
   providing us with information about the
   current situation in China.

2. To request your assistance in
   contacting the Chinese government
   in order to obtain the necessary
   information.

3. To notify you about the
   situation in China and the
   need for immediate action.

I am confident that the Chinese government
will take the necessary steps to
provide the information requested.

Very sincerely yours,

J. H. Norton
Acting Commissioner,
Department of Agriculture
The University of Chicago
Department of Hygiene and Bacteriology
April 28, 1928.

Mr. Frederic Woodward,
Vice-President,
The University of Chicago.

Dear Mr. Woodward:

I appreciate very much your letter of April 25th, in regard to the work of Dr. Coventry—especially, as I realize the financial situation of the University. Since my letter of April 20th, Dr. Jordan tells me that owing to lack of funds, he will be unable to keep Dr. Bachman, who is one of the departmental assistants and who is working along similar lines to Dr. Coventry. The investigations conducted by Drs. Coventry and Bachman could, I believe, be very well rounded off in two years by one capable investigator, if three thousand dollars could be provided each year to cover salary and the purchase and upkeep of animals.

Thanking you very much for your interest in our work, I am

Yours sincerely,

W. H. Taliaferro

W. H. Taliaferro
I understand very much your letter of April 30th.

In regard to the work on P. (University of Chicago) I desire to understand the nature of the University.

I have no idea of what role I shall play in this matter. My name, if any, will be mentioned to none.

Prof. M. F. will be my representative and my name, if any, will be mentioned to none.

The information contained in P. (University of Chicago) and P. (University of Chicago) is as far as I can see it, sound. I believe it would be much more useful if it were printed in full. I have read some of the papers and I have been encouraged to do so by the printer.

It is not my intention to do anything that may not be in harmony with the views of others.

I am, as ever,

Yours sincerely,

[Signature]

M. F. [Affixed]
April 25, 1928

My dear Mr. Taliaferro:

Your letter of April 20, addressed to the President and relating to support for the work of Dr. Coventry, has been referred to me. We appreciate the importance of this work and should like to know, first of all, how much money will be needed. For how long a period is the work expected to continue, and what sum per year is the minimum required? If you will give me this information, I shall be glad to consider the possibility of meeting the situation. I have to add, however, that I see no prospect of support if the work is to continue indefinitely. For a limited period we may be able to finance it.

Yours cordially,

FREDERIC C. WOODWARD

Mr. W. H. Taliaferro
Department of Hygiene and Bacteriology
Faculty Exchange

FUMoL
April 26, 1949

Mr. W. H. Taylor

Director of the United States

Department of Health and Education

Washington, D.C.

Yours sincerely,

Kenneth G. Woodward
President Max Mason,
The University of Chicago.

Dear President Mason:

For the past two years, Dr. Frances Coventry has been working in this department under a grant of the Douglas Smith Foundation for Medical Research. I understand, however, that all available funds from this source are now to be used by the clinical departments and I am wondering if you might suggest any other source of support for this type of work.

Dr. Coventry has been working primarily on certain immunological and serological problems in infections with the animal parasites. As you are aware, this type of work in the past has been done almost solely with bacterial infections, and our group of workers at Chicago are almost pioneers in this type of work. I feel, therefore, that it will be a great misfortune for such a large part of the work to be discontinued. Furthermore, I feel certain that the results from this type of work, obviously of tremendous importance to the science of parasitology, will eventually be of great importance to medicine. In fact, one of our workers has already found a simple diagnostic test for one of the parasitic diseases which was very difficult and at times impossible to diagnose.

Thanking you for any suggestion you may be able to give me, I am

Yours sincerely,

W. H. Taliaferro
January 3, 1926.

Dear Mr. Norton:

If you will prepare the material for a special summer bulletin such as you suggested in your letter of December 15 to Mr. Woodward, we will print 500 copies as you did last year. Will you kindly take care of supplying the addresses also.

Very truly yours,

David H. Stevens.

Assistant to the President.

Mr. J. F. Norton,
Department of Hygiene and Bacteriology,
Faculty Exchange.

DHS W
Dear Mr. Kovacs:

If you will please refer the matter
for a special reminder at your next
business meeting to your letter of December 15 to Mr. Kohlman,
we will bring 800 copies as you requested. With

our kindest regards,

Very truly yours,

David K. Geen

Veterans of the Presentation

Mr. L. Horton
Department of Finance and Budget

Mayor Premo
December 16, 1927

My dear Vice President Woodward:

Dr. Norton is writing to you recommending the approval of an appropriation of $50 for a special bulletin announcing courses for the Summer Quarter in public hygiene, health education, etc. A similar bulletin was published last year. I trust that you will find it possible to secure funds for the bulletin as requested by Dr. Norton.

Unless such a bulletin is printed, I fear that announcement of courses in those fields will not come to the attention of the people who are most interested in them.

Sincerely yours,

[Signature]

Dean

Vice President F. C. Woodward
Faculty Exchange
December 16, 1937

My dear Vice President Woodward:

Dr. Morton is writing to you recommending the
extension of your proposition of offering a special
lecture to the employees and guests of the University.
I think the proposal was a good one. I agree that you will find it
profitable to make a trip to the University and discuss the
affairs of our future funds for the University as increased in

Dr. Morton.

We are much gratified to have you at our expense.

Sincerely yours,

[Signature]

Dean

[Signature]

Dean

[Signature]
The University of Chicago  
Department of Hygiene and Bacteriology  
December 15, 1927.

Vice President F. C. Woodward,  
University of Chicago.

Dear Mr. Woodward:—

During one of the conferences recently held in connection with a program of development of health education in the University, opinion was expressed that it would be desirable to issue a special summer circular for the summer of 1928 which would include courses in Health Education, Public Health, and related subjects. The Committee had in mind a circular similar to that published by this Department for the summer of 1927. Five hundred copies of this circular were printed at a cost of $50. I am therefore requesting that a similar sum be made available for a circular for the summer of 1928. You will also have a letter from Dean Gray in connection with this request. Inclosed you will find a 1927 circular. It will, of course, be necessary to make some change in the introductory statement so as to emphasize the courses in Health Education. I do not believe there will be any material increase in the number of courses over that in the present circular.

Yours very truly,

J. J. Norton.

JFN: AG
The University of Chicago
FOUND BY JOHN D. ROCKEFELLER

COURSES IN
HYGIENE, PUBLIC HEALTH
AND RELATED SUBJECTS
THE SUMMER QUARTER
1927

THE UNIVERSITY OF CHICAGO PRESS
CHICAGO • ILLINOIS
The University of Chicago

Courses in
Hygiene, Public Health
and Related Subjects
The Summer Quarter
1937

The University of Chicago Press
Chicago - Illinois
INTRODUCTORY STATEMENT

The development of a new profession, that of sanitarian or public health worker, is opening up new careers for students and a new field of usefulness for the University. The prevention of disease is to be looked upon as a new professional problem with unlimited possibilities. Specific opportunities for work in public health have increased greatly in recent years. The demand for men and women well trained in public health laboratory methods, in public health nursing, in industrial hygiene, in public health administration and vital statistics, in epidemiology, and in educational hygiene is now greater than the supply. Public organizations like the United States Public Health Service and the various state and municipal boards of health are at present unable to obtain a sufficient number of well qualified workers, and the same is true of many privately supported health agencies.

Courses in various lines of public health work have been given at the University of Chicago for a number of years, and graduates of the University occupy today many responsible positions in national, state, municipal, and voluntary health organizations. An attempt is being made to extend and improve the already substantial nucleus of public health courses.

To the end that the facilities and opportunities at the University may be more fully known, the various courses offered in the Summer Quarter, 1927, in Public Health and related subjects have been brought together in this circular.

The city of Chicago affords somewhat unusual opportunities for the study of many public health problems. Through the courtesy of the Chicago Department of Health, properly prepared students will be able to study some of the health problems of a metropolitan center, and in some instances to obtain actual field experience. The extensive experimental stations of the Chicago Sanitary District give an unrivaled opportunity for becoming familiar with modern methods of waste disposal. Visits will be arranged to the Chicago Tuberculosis Sanitarium, infant welfare stations, and other points of interest.
THE UNIVERSITY OF CHICAGO

THE SUMMER QUARTER

The Summer Quarter is one of the regular quarters of University work. The courses are the same in character, method, and credit value as in other parts of the year.

The Summer Quarter for 1927 will begin June 20 and will close September 2. The Quarter is divided into two terms. The First Term will begin Monday, June 20, and will end Wednesday, July 27. The Second Term will begin Thursday, July 28, and will end Friday, September 2. Students may enter for either Term or for both. Those entering at the beginning of the Second Term may register for courses for which they have had the prerequisites.

Credit will not be given for the First Term of a major or double-major course unless it is indicated in the announcement that it may be taken as a minor or double minor, but students reported with a passing grade, including term examination, may subsequently take the work of the Second Term to secure credit for the whole course.

Credit for a course is granted only on the completion of satisfactory work following prompt registration and regular attendance.

Candidates for the Master's degree are not credited with residence (three full quarters of residence are required for this degree) if they enter courses scheduled for a term later than the fifth day of the term, or if they enter courses scheduled for a quarter later than the seventh day of the quarter. Withdrawals from courses a corresponding length of time before the close of the term or quarter have the same effect.

Normal work for a term is three minors, and no student is permitted to register for more than four. A considerable number of University public lectures are provided, which may be attended without charge by all members of the University.

FEES

1. Matriculation fee.—A matriculation fee of $10.00 is paid by every student when registering in the University for the first time.

2. An inclusive educational service fee, covering laboratory, library, and service—
   a) This fee, in the Graduate Schools, is $70.00 a quarter for regular work (three majors or their equivalent); there is no reduction to those taking two majors. One-half the full tuition fee is charged for one major or equivalent.
   b) This fee for students in the Colleges, including unclassified students, is $100.00 a quarter for regular work (three majors for a quarter). The fee for one, two, or four majors is on a proportionate basis.
   c) The educational service fee for a term is one-half that for a quarter.

ADMISSION

Admission to the University is obtained through the University Examiner, to whom application should be made at least two weeks in advance of the opening of the quarter. For evaluation of work done elsewhere or for general information, address the University Examiner.

PROGRAM OF STUDY

It will be seen that the courses offered are adapted to the needs of students with very different training and with different plans for work. The broad field covered and the variety of interests make it possible to arrange programs of study in accordance with individual requirements. In individual cases it may be possible to provide types of training and facilities not specifically listed, but in all such cases previous correspondence is essential.
HYGIENE, PUBLIC HEALTH, RELATED SUBJECTS

COURSES OF INSTRUCTION

GENERAL INTRODUCTORY COURSE

Bacteriology 210. Public Hygiene.—An introductory course dealing with problems of community hygiene, such as water supply, sewage disposal, food supply, infant welfare, tuberculosis, insect-borne infections, etc. The elements of vital statistics are presented. Open to all college and graduate students. Prerequisite: 9 majors. M., Tu., W., Th., F., 9:00, ASSOCIATE PROFESSOR NORTON.

BACTERIOLOGY

Bacteriology 203. The Pathogenic Bacteria.—Lectures deal with morphology and biology of bacteria in general and with infection, immunity, and the specific infectious diseases. In the laboratory, students make up bacteriologic media, study some of the more important groups of non-pathogenic and pathogenic bacteria, keep daily records of the biologic changes in cultures under observation, examine water, sewage, milk, pus, saliva, etc., conduct post-mortems on infected animals, and isolate and identify bacteria in mixtures. Primarily for medical students. Non-medical students may be admitted with the consent of the Department. Only 1 major credit will be given students in this course who have credit for course 201. 14 Mts., lectures, M., Tu., W., 1:30; laboratory, M., Tu., W., 2:30-4:30, Th., F., 1:30-3:30, DR. HALL AND MR. DACK.

Bacteriology 301. Public Health Laboratory Methods.—Diagnosis of diphtheria, typhoid fever, tuberculosis; Wassermann test, etc. Prerequisite: Bacteriology 202 or 203. Limited to 25. Mj. M-F., 10:00-12:00, MR. JENSEN.

Bacteriology 370. Advanced Bacteriology, Parasitology, Immunology, and Public Health.—This course is open to a limited number of qualified students and to graduates in medicine who wish to prepare for research or to obtain special training in some of the branches of public health work. The facilities of the University and of the Chicago Department of Health are available for work in the laboratory, field inspection and sanitation, vital statistics, public health administration, etc. Prerequisite: Bacteriology 301 or equivalent. Hours to be arranged. Mj. PROFESSOR JORDAN, ASSOCIATE PROFESSORS NORTON, TALIAFERRO, AND FALK, AND DR. BUNDESEN.

Bacteriology 410. Research. (Masters' Dissertations).—Mj. or DMj. Hours to be arranged. First Term, PROFESSOR JORDAN, ASSOCIATE PROFESSORS NORTON, TALIAFERRO, AND FALK. Second Term, ASSOCIATE PROFESSORS NORTON, TALIAFERRO, AND FALK.

Bacteriology 420. Research. (Doctors' Dissertations).—Mj. or DMj. Hours to be arranged. First Term, PROFESSOR JORDAN, ASSOCIATE PROFESSORS NORTON, TALIAFERRO, AND FALK. Second Term, ASSOCIATE PROFESSORS NORTON, TALIAFERRO, AND FALK.

Bacteriology Club.—Meetings Thursdays at 3:30 P.M. Students in courses 370, 410, and 420 are expected to attend. Students in other courses are welcome.

IMMUNOLOGY

Bacteriology 315. Immunity in Relation to Preventive Medicine.—Historical and current views on the nature and mechanisms of immunity; methods of artificially producing immunity; the use of antitoxic and other sera in the treatment of disease; the use of antibodies in the diagnosis of diseased conditions. Prerequisite: Bacteriology 301 or equivalent. Mj. M-F., 10:00-12:00, ASSOCIATE PROFESSOR FALK.

Bacteriology 370. Advanced Immunology.—See above.

Bacteriology 410. Research.—See above.

Bacteriology 420. Research.—See above.

VITAL STATISTICS

Bacteriology 331. Vital Statistics.—Prerequisite: Bacteriology 202 or 203 and 210. M., First Term, M., Tu., W., Th., 9:00, ASSOCIATE PROFESSOR FALK.

Bacteriology 401. Sanitary Surveys.—A limited number of students may register with the Chairman of the Department for the sanitary survey of some selected city or
town, the work to cover a detailed study of vital statistics, water supply, milk supply, food supply, health administration, and other factors. Registration for this course after consultation only. By special permission, may be taken out of residence. Mj. PROFESSOR JORDAN.

Economics 211. Introduction to Statistics.—This course is intended to familiarize students with the elementary principles of statistics as applied in the scientific study and interpretation of economic and social phenomena. The topics considered include the general characteristics of the statistical method, the definition of statistical units, accuracy and approximation, the nature and causes of error, classification, frequency distributions and frequency curves, the several forms of average and their appropriate uses, rates and percentages, index numbers and business barometers, the tabular and graphic presentation of statistical results, and the collection of original statistical material. The methods discussed in the lectures are applied and tested in laboratory exercises and in the solution of assigned problems. Prerequisite: 18 majors. Mj. 11:00, Mr. DICKERSON.

Economics 311. Statistical Theory.—A second course in statistical principles introductory to the theory of the so-called mathematical statistics. The subjects treated include correlation of two variables; partial and multiple correlation; fitting of simple curves to data by the method of moments and the method of least squares; determination of historical trend and periodic fluctuation in time series; simple sampling; the binomial distribution and the normal curve of error. Prerequisite: Econ. 211 or the equivalent, and mathematics through college algebra or analytic geometry. Mj. 10:00, Mr. SCHULTZ.

Psychology 321. Fundamentals of Statistics.—Frequency tables, frequency polygons, linear and non-linear relations, linear equations, measures of central tendency, measures of variability, the binomial expansion, the probability curve, the probability surface, transmutation of measures, the probable error, the correlation table, coefficients of correlation. Mj., 10:00, ASSOCIATE PROFESSOR THURSTONE.

PARASITOLOGY

Bacteriology 320. Parasitology.—Designed to give a general survey of our knowledge of the parasites of man. It consists of three approximately equal parts dealing with (1) insects of medical importance, (2) helminthology, and (3) protozoology. Particular stress is laid upon the diagnostic and public-health aspects of those diseases which are caused by animal parasites or are carried by insects. Prerequisite: Consent of Department and Zoology 103. Mj. M.–F., 1:30–3:30, ASSOCIATE PROFESSOR TALIAFERRO.

Bacteriology 370. Advanced Parasitology. See p. 5.
Bacteriology 410. Research.—See p. 5.
Bacteriology 420. Research.—See p. 5.

PUBLIC HEALTH ADMINISTRATION

Bacteriology 333. Public Health Administration.—M. First Term, M., Tu., W., Th., 8:00, DR. PLATT.
Bacteriology 375. Public Health Problems.—M. First Term, M., W., 3:30–5:30, PROFESSOR JORDAN.

INDUSTRIAL HYGIENE

Bacteriology 334. Industrial Hygiene.—M. Second Term, M., Tu., W., Th., 8:00, Mr. MENDELSOHN.

PHYSIOLOGY OF NUTRITION

Physiology 101. Physiology of the Human Body.—An introductory and elementary course covering the main facts and important advances in human physiology, foods, nutrition, personal hygiene, and laws of health, primarily for undergraduate students who desire this knowledge as part of their educational equipment for life, but who are
unable to devote more of their college time to this subject. Mj. lectures, Tu., W., Th., F., 1:30; laboratory M., 1:30-3:30, ASSISTANT PROFESSOR KLEITMAN.

Home Economics 103A. Introduction to Nutrition and Dietaries.—A course designed for the general student who desires to be intelligent on the problem of human nutrition but is unable to take all the prerequisites for the more advanced courses (especially Home Economics 314). The requirements of the body for energy, protein, minerals, vitamins are considered and diets planned to supply these requirements for the various ages and occupations. Rational dietary correction of under and over weight and of constipation are included, and the general application of diet to health is emphasized. M. First Term, lectures Tu., W., Th., F., 11:00; laboratory, M., 10:00-12:00, MRS. MARTIN.

Home Economics 316A. Nutrition Work with Children.—Causes and effects of malnutrition; height and weight standards; methods of judging nutrition; the nutrition class movement; methods by which the school can improve the nutrition of children through its regular activities. For teachers, supervisors, nutrition workers, and others concerned with the health of children. Prerequisite for Home Economics students, Home Economics 314; for teachers or social workers, 3 majors in Education or in Sociology. Non-Home Economics students are advised to take Home Economics 103 as prerequisite or parallel. M. First Term, 9:00, ASSISTANT PROFESSOR ROBERTS; repeated M. Second Term, 1:30, MISS LEHMAN.

Home Economics 412. Readings in Nutrition.—A critical study of recent literature in nutrition for the purpose of acquainting experienced students with recent researches in the field and the methods of investigation employed. The topics discussed will include mineral metabolism, especially calcium, vitamins, rickets, composition and metabolism of protein, diet and pellagra, energy metabolism, dietary studies, carbohydrate and fat metabolism, diet in diabetes, iodine, organic acids. Prerequisite: Home Economics 312A and 314A. Mj. (or M. either Term), Tu., Th., 3:30-5:30; PROFESSOR BLUNT AND MISS R. SMITH.

Home Economics 429. Research in Food and Nutrition.—Individual research along such lines as metabolism and diet of underweight, overweight, and normal women and children, animal-feeding experiments, food chemistry, chemical changes in cooking, etc. For properly trained graduate students on permission of the instructor. May also be registered for as Chemistry 460. Mj. (or DM. either Term), hours to be arranged, PROFESSOR BLUNT, ASSISTANT ProfessORS ROBERTS AND HALLIDAY.

EPIDEMIOLOGY

Bacteriology 332. Epidemiology.—Prerequisite: Bacteriology 202 or 203 and 210. M. Second Term, M., Tu., W., Th., 9:00, DR. POPE.

PUBLIC HEALTH NURSING

Nursing 210. Field of Public Health Nursing.—An introductory course presenting a survey of the field of public health nursing with special reference to community problems and cooperation with various social agencies. Lectures, 4 hours a week; field visits by special arrangement. M. First Term, 11:00, MISS FROST.

Nursing 211. Supervision in Public Health Nursing.—This course deals with the practical problems of organization and supervision in public health nursing; the daily planning of field service and the introduction of new workers into the field. Lectures and round table discussions, 4 hours a week. Limited to students having had field experience. M. First Term, 10:00; field visits by special arrangements, MISS FROST.

HEALTH EDUCATION

Education 209A. School Hygiene.—Hygiene from the point of view of classroom teachers. Growth, nutrition, exercise, and clothing; common defects and abnormalities of the special sense organs, with methods of recognition and prevention; common skin and communicable diseases of children; first aid to the injured; cooperation with school physicians and nurses; the construction and hygiene of schoolrooms; out-of-door...
Home Economics 236A. Child Care.—Designed for those preparing to give instruction in care of children, and also helpful to those having direct care of children. Problems of maternity and infancy, adequate prenatal care, diet in pregnancy and lactation, standards for normal growth, breast and artificial feeding, habit formation, general care, and hygiene. Prerequisite or parallel: Home Economics 103A or 314 or, for non-Home Economics students, 18 majors. M. Second Term, 8:00, Assistant Professor Roberts.

Home Economics 237A. Psychological Study of Young Children.—Psychological concepts and methods applied for the study of the pre-school child. A course designed to be of use to those responsible for the training of young children in the home or nursery school, and to those giving instruction in such training. Observation in a Nursery School affiliated with the University. Prerequisite: one major in Psychology. M. First Term, 1:30, Associate Professor Koch.

PERSONAL HYGIENE AND PHYSICAL TRAINING

Bacteriology 101. Personal Hygiene.—The elements of normal growth, functions, tolerance limits, physical diagnosis, prodromes of disease conditions, and the essentials of personal health maintenance and of corrective therapeutics. For non-medical students. M. First Term, lectures and demonstrations, M., Tu., W., Th., 8:00, Professor Sharp.
December 27, 1927

Miss Blunt
Mr. Falk
Dr. Jordan
Mr. Norton
Dr. Reed
Miss Roberts
Mr. Shaughnessy
Mr. Woodward

You will recall that at the last meeting of the Health Committee, Dr. Reed was authorized to communicate with Dr. Thomas A. Storey, Professor of Hygiene and Physical Education, Stanford University, concerning the possibility of his stopping here for a conference with our committee. In his reply to Dr. Reed's letter he stated that it would not be possible for him to give us any time at present. I then sent him a letter offering an honorarium. In his reply he stated that it would not be possible for him to consider our invitation before January 15. I have written to him again and am endeavoring to complete arrangements for a conference sometime in January.

In the meantime, I have had a personal conference in New York City with Miss Whitney of the American Child Health Association and I am in correspondence with Dr. Wood of Teachers College. I am securing some information from both of these people.

If Dr. Storey reports that he can come to Chicago sometime in January I shall call a conference of the committee shortly after the opening of the Winter Quarter for two purposes: (a) To present the material which I have secured from Miss Whitney and from Dr. Wood; and (b) to make final arrangements for our conference with Dr. Storey.

This letter is merely a memorandum of the progress which has been made.

Sincerely yours,

William S. Gray

Dean

WSG:LM
December 9, 1927

Mr. Rees
Miss Roberta
Mr. Shawnessy
Mr. Woodworth
Ms. Pitkin
Mr. Potter

We will recall that at the last meeting of the Health Committee, Dr. Rees was authorized to command the Medical Department of the State through his Secretary to prepare and submit the plan of the educational and research program of the State University. The Health Committee has been asked to examine the University's plans and report to this Committee at the next meeting. As a result of the Secretary's letter, Dr. Rees has been asked to send a letter of this nature to any college which must be held in its present form. In my letter to the college, I requested the college to consider the invitation made to it for a conference sometime in January. Complete arrangements have been made for the conference to be held at a certain place on some date. In the meantime, I have seen the President of the American Medical Association and have in correspondence with Dr. Wood of Teachers College. I am receiving some information from these people.

In the meantime, I have been in New York City with the President of the American Medical Association and have been in correspondence with Dr. Wood of Teachers College. I am receiving some information from these people.

If Dr. Robert requests that he can come to Ohio, I will see that he is brought to the meeting of the American Medical Association. After the meeting of the American Medical Association, I have made arrangements for the meeting of the American Medical Association.

If you have any suggestions, please let me know. I would appreciate hearing from you.
October 11, 1927

Miss Blunt
Dr. Jordan
Mr. Norton

Mr. Falk
Mr. Shaugnessy

At the suggestion of Vice-President Woodward I am writing to invite you to a conference at the Quadrangle Club at 12:00 on Tuesday, October 25 to consider problems in the field of health education which now merit consideration. We trust that you can attend this meeting.

Sincerely yours,

WSG:LM

Dean
October 11, 1924

Mr. Park
Miss Blunt
Mr. Spengley
Dr. Jordan
Mr. Horton

At the suggestion of Vice-President Woogwood I am writing to invite you to a concert on Wednesday, October 8th to commence promptly at 12:00 on Tuesday of the concert which now meet consideration.

We trust that you can attend this meeting.

Sincerely yours,

Dean
September 10, 1927

My dear Mr. Gray:

The receipt of your letter of September 8 is acknowledged and I shall be glad to call a conference of those interested in Hygiene early in the Autumn Quarter.

In accordance with your request, I am returning the correspondence which you forwarded to me.

Yours sincerely,

Frederic C. Woodward

Dean W. S. Gray
School of Education
Faculty Exchange

We1

Conference and room in Autumn
Dean Gray
Mrs. Blunt
Mrs. Morton
Mrs. Fall
Mrs. Shaugnessy
Dr. Jordan
September 8, 1927

My dear Mr. Woodward:-

I am referring to you herewith some correspondence which has taken place between Dr. Jordan and myself.

In his letter of September 2 he suggests that I ask you to arrange for a conference early in the Autumn Quarter. I think his suggestion is a most excellent one. Will you be willing to arrange for the conference?

Please return the attached correspondence to me as soon as you have reached a decision concerning the wisdom of calling the conference.

Sincerely yours,

[Signature]

WSG:LM

Dean

Mr. Frederic C. Woodward
Faculty Exchange
Dear Mr. Woodward:

I am informing you personally some matters.

In the letter of September 2, he suggests that I seek your cooperation for a conference early in the current quarter. I think this suggestion is most excellent. Will you be willing to arrange for the conference?

Please return the attached correspondence to me as soon as you have received a letter from the conference.

Sincerely yours,

[Signature]

Dean

Mr. Woodward

Secretary Exeter
September 15, 1927

Memorandum for President Mason in the matter of a School of Public Health:

I have been reading the old files relating to this matter and find that in April, 1925, Dr. Frederick F. Russell, General Director of the International Health Board, wrote to Dr. Burton as follows: "In view of the close connection between this project and the general University expansion program, including the Medical School, it is believed that no further steps can be taken until the University is able to give assurances that funds will be available for the complete plan of the developments, at the least so far as it concerns relationship with the Rockefeller Boards. Will you be good enough, therefore, to let us know when the time is ripe for further consideration of the program of our Board?"

Previously, as you know, the International Health Board had authorized its officers to formulate and present to the Board "a definite proposal for cooperation in the establishment of a School of Hygiene and Public Health in Chicago". In view of the complete subscription of the six million endowment fund, and the rapid progress of our building developments, and especially of the success we have had in raising money for the Medical Schools, I wonder if the time is not "ripe for further consideration of the program of the Board?"

I have asked Dr. Jordan for a fresh statement of the amount of money needed at the outset, but he is on vacation and I have not yet received the statement. The original idea was that the International Health Board should first duplicate the sum of $1,150,000 which the University has already invested in Bacteriology and Hygiene (including $200,000 as the value of the old Physiology Building which it was proposed to turn over to the School) and then add a million on condition that we should raise a million.

Dr. Jordan and his associates are fearful that Northwestern will get Dr. Bundesen and the Health Department facilities if we don't get started soon.

President Max Mason
The President's Office

Wel
I have your letter of Oct. 15th, 1929. The information you have been kind enough to communicate to the Manager of the Department of Agriculture, is now before the Committee of the Department for consideration. I am bound by instructions from the Secretary of Agriculture to report to the Department only such facts as are submitted to me. If you will give me the figures referred to, I should be glad to have them noted in the letter to the Secretary.
The University of Chicago
Department of Hygiene and Bacteriology

December 12, 1927.

President Max Mason,
The University of Chicago.

My dear President Mason:

I am hoping that in the near future it may be possible - irrespective of the outcome of our project for public health - to provide adequate laboratory accommodation for the work of this Department.

For some years prior to 1927 the Department was badly cramped for actual working space, so that registration for elementary courses had to be limited and advanced students had to be turned away. Since the acquisition this year of the south half of Ricketts North, due to its abandonment by Pathology, this particular difficulty has disappeared. The registration in the Department for the Autumn Quarter 1927 was more than 30 per cent above that of the corresponding quarter in 1926, and it is certain that the registration in the Winter Quarter 1928 will be proportionately as large.

Another difficulty in our situation, however, continues to grow more acute. This is due to the unsuitable and partly ruinous condition of Ricketts North. Many of the rooms in this building are dark (8 out of 37) and need artificial light on the brightest day. These rooms cannot be used at all for certain laboratory purposes and present constant difficulties to those research
workers to whom they must be assigned. The Department is con-
tinually on the defensive with respect to these dark rooms and
must meet daily criticism of the contrast between these research
accommodations and those provided in other institutions and by
the University of Chicago in allied departments.

The building itself is in bad repair. The roof leaks in
almost every heavy rainstorm, causing the plaster to fall or giv-
ing rise to unsightly discoloration. The damage is sometimes
not rectified for months. One animal room has had to be complete-
ly abandoned on account of defective construction.

A very real interference with our work is caused by another
feature of the building. The makeshift character of the structure,
never designed for more than temporary occupancy and now in use for
thirteen years, gives abundant opportunity for the breeding of
vermin so that in spite of every effort the building is from time
to time almost overrun with rats, mice and cockroaches. It need
hardly be pointed out that in a bacteriological laboratory this
is a serious, not to say dangerous, situation.

Another and most trying disadvantage of the building is the
excessively high temperature of the laboratory during the summer
quarter. A poorly constructed one-story building without ade-
quate air space, it becomes almost intolerable. The necessity for
having sterilizers, incubators and Bunsen burners in our labora-
tories accentuates this condition. Not only do our own staff and
students suffer, but it is becoming increasingly difficult to get
teachers from other institutions to give courses here during the
summer. One experience is usually sufficient and our handicap in this quarter is now quite widely advertised.

I hope sincerely that some way may be found to remedy at an early day the disadvantages under which we are working.

Yours very truly,

Edwin O. Jordan.
CHAP.

The expression of anxiety, in individuals who are not mentally ill, is often due to physical sensations. I hope eventually to have one more of my patients who would be willing to have me say, if necessary, that anxiety, in such cases, is often due to physical sensations.

May 9th, 1921.

[Handwritten signature]

[Handwritten note in Arabic]
December 2,
1927.

My dear Mr. Jordan:

You may be interested to have some notes on the way the University of Michigan is trying to conduct courses in Public Health on the Institute program as a part of their Summer Quarter instruction. Recently, at a meeting of the Directors of Summer Schools, I heard Professor Kraus explain the success of their program for weekly institutes during Friday and Saturday of six successive weeks. The publicity was extended to all surrounding territory, and brought in, on the average, 70 persons to listen to the six lectures given on each of these two days during the six-week period. They seemed to think they accomplished something very real. Perhaps you know about the work in detail.

At the same meeting, Professor Coos, of Columbia University, said that they had failed in their courses to do anything of first-rate importance.

Very truly yours,

David H. Stevens.

Director of Summer Session.

Mr. E. O. Jordan,
Faculty Exchange.

DHS W
Dear Mr. Johnson,

You may be interested to know that we have some evidence on the use of the University of
Washington's computer science as a part of their
educational program. The success of the computer science I heard
from the President of the Summer Session I heard
from last year is reported to have been quite
successful. The University has made great
progress in this field.

If you have any questions, please feel free to
contact me at any time.

Very truly yours,

[Signature]

Director of Summer Session

MT. H. F. Torker

[Date]
Vice-President F. C. Woodward,
University of Chicago.

Dear Mr. Woodward:

In reply to your letter of November 15th, I will be very glad to serve as Acting Chairman of the Department of Hygiene and Bacteriology during the absence of Professor Jordan in the Winter Quarter.

Very sincerely yours,

J. F. Norton.

JFN: AG
The University of Chicago

Department of Physics

November 28, 1937

Dear Mr. McCarty,

In reply to your letter of November 16th, I will be very glad to serve as

Assistant Professor of the Department of Physics and to continue the service

of President Jackson in the Walter Centre.

Very sincerely yours,

[Signature]

J.L. Compton
November 25, 1927

My dear Mr. Norton:

Will you be good enough to serve as Acting Chairman of the Department of Hygiene and Bacteriology during the absence of Professor Jordan in the Winter Quarter?

Yours sincerely,

FREDERIC C. WOODWARD

Professor John F. Norton
Department of Hygiene and Bacteriology
Faculty Exchange

#1
November 26, 1927

My dear Mr. Plimpton:

I have appointed Professor John F. Norton to act as Chairman of the Department of Hygiene and Bacteriology for the Winter Quarter in the absence of Professor Jordan.

Yours sincerely,

FREDERIC C. WOODWARD

Mr. N. C. Plimpton
Faculty Exchange

We1

cc Mr. J. F. Moulds
My dear Mr. Commissioner,

I have the honor to forward you a report to your attention of the Department of Pharmacy and recommend the same for your consideration for the purpose of further action

Yours sincerely,

FREDERIC O. WOODWARD

Mr. Geo. W. Fleming

Supt. Pharmacy

MAY 9, 1935
Mr. Frederic C. Woodward,
The University of Chicago.

Dear Mr. Woodward:

I should like to suggest that, during my absence for the winter quarter, Professor John F. Norton be appointed Acting Chairman.

Yours very truly,

Edwin O. Jordan.
Dee Profit, President

The University of Chicago

Dear Mr. Profit:

I enjoy the challenge of supporting your Alumni Relations program and am enthusiastic about your mission.

Yours truly,

[Signature]
November 28, 1927

Personal

Dear Dr. Bundesen:

Thank you very much for your letter of November 21 regarding the opportunities for developing facilities for academic and practical training toward careers in public health work. We have resumed discussions of the University's responsibilities and opportunities in this line very recently, and have reached with Dr. Jordan substantial agreement on the type of development which we believe to be sound, and to which we can give our enthusiastic support. I am taking the matter up at once and hope that the very near future may enable us to initiate increased performance.

I wish to add an expression of the feeling that all of us have in regard to our great desire to cooperate in the most fundamental and creative manner possible with you and your Department. Certainly Chicago is to be congratulated upon the courageous, able and scientific manner in which you have administered this most important work. We have all felt that cooperation with such a department under your able guidance is a real privilege and look forward to vastly increased performance.

Cordially yours,

Max Mason

President

Dr. Herman N. Bundesen
Commissioner of Health
Department of Health
Chicago, Illinois
November 28, 1922

Preliminary Report

Dear Sir,

Thank you very much for your letter of November 21st. It is gratifying to know that you have been working on the development of a new type of microscopy and that you have been able to make some preliminary results of your work. I am very interested in your findings and would like to know more about your work and the results you have obtained. I am enclosing a copy of our latest report on the use of this new type of microscopy and I hope that you will find it of interest.

I am looking forward to hearing from you in the near future.

Sincerely yours,

[Signature]

[Name]

[Position]

[Institute]
Hon. Max Mason,
President, University of Chicago,
Chicago, Illinois.

My dear President Mason:

You are aware that for some years I have been deeply interested in the opportunities for developing in Chicago the facilities for the academic as well as practical training of persons looking forward to careers in public health work.

To this end I have utilized certain occasions to add to the staff of the Department of Health administrative officers who are competent, not only to carry forward the tasks of their bureaus and divisions, but also to do fundamental research and to teach in their respective fields. Indeed, some of the newer members of our staff have come to us direct from universities because they were attracted by the potentially three-fold facilities which Chicago offers—administration, teaching and research.

Furthermore, in certain branches of work— notably in the case of the Municipal Contagious Disease Hospital and the Bureau of Laboratories and Research— we have already developed intimate liaisons with the several universities in Chicago; and in other fields (as in Epidemiology, Vital Statistics, Public Health Surveys and Public Health Administration) there have been developed intimate, and, I may add, cordial collaborative undertakings with the University of Chicago.

I am taking the opportunity of recalling to your attention at this time, not only what has already been accomplished, but some of the things that still remain to be done, because I am of the opinion that, from the point of view of the Department of Health, further developments towards a complete program are now timely.

I anticipate that in the very near future, the staff of the Department of Health will be further strengthened in the fields of communicable disease control, sanitary engineering and industrial hygiene. I think it would be eminently desirable if these extensions were made in intimate relation with a collaborative program of a University in Chicago, if the interests of the university lie along
To whom it may concern,

I am writing to express my concern regarding the recent developments in the Department of Health in Chicago. I have observed a significant decrease in the availability of healthcare services in the city, particularly in underserved communities.

I have been a resident of Chicago for over 20 years, and I have seen firsthand the impact of the current situation. Many people are struggling to access the necessary medical treatment, and this is causing significant distress.

I believe that it is crucial for the Department of Health to take immediate action to address this issue. I urge you to consider increasing funding for healthcare programs and expanding access to medical facilities.

Thank you for your attention to this matter. I look forward to hearing your response.

Sincerely,

[Name]
the same paths.

It is scarcely necessary for me to add that in each of these, as in other fields, not only is Chicago ready to take up the opportunities, but even has available some of the ablest and most eminent men of sound academic as well as practical standing. And in the field of industrial hygiene, not only is there the need for progressive, constructive administrative work, but there is the challenge of research in numerous important problems.

Furthermore, it seems to be quite likely that the development of a joint program of the official agency and a university in Chicago in this field will find that industries are ready to join in financing work along such lines. Is not the University of Chicago the logical one to take the first steps to contribute academic strength to these programs?

It is hardly necessary for me to apologize for calling these matters to your attention. My action is dictated by the indications that mutual interests are concerned and that the time is ripe for a balanced development of the informal arrangements which have been already so successful between the University of Chicago, particularly around Professors Jordan and Falk, and the Department of Health.

Very respectfully,

[Signature]

Commissioner of Health.
It is essential necessary for us to act now to carry out these reforms. As an alternative view, our clients observe that new and emerging opportunities and new forms of management have opened up new possibilities. The opportunities for new and innovative ways of doing things and making improvements need not necessarily be limited to the financial sector. They can also be found in other areas such as education, health, and the arts. It is important to consider these new possibilities in the context of important programs.

Furthermore, it is essential for us to integrate these reforms into a development strategy. A joint program of the alternative views and a proposal to integrate these views in this strategy will afford the necessary momentum in Chicago to make this strategy successful. It is important to join in helping meet our goals and those of the University of Chicago. This program will also foster the integration of Chicago with the world and to take an active part.

Very respectfully,

[Signature]

Commissioner of Health
The University of Chicago
Department of Hygiene and Bacteriology

November 23, 1927.

Mr. Frederic C. Woodward,
The University of Chicago.

Dear Mr. Woodward:

I want to express my deep appreciation of the grant under the Rosenwald Fund for special apparatus in this department, which I am sure we owe largely to your interest. The mere announcement of this gift has already eased up a difficult situation in the department, and I know that when the apparatus arrives we shall be in a much better position than we have been for some time.

With cordial thanks and appreciation,

Yours sincerely,

Edwin O. Jordan.
The University of Chicago
Department of Architecture and Urban Planning

November 16, 1937

Dear Mr. McDermott:

I want to express my deep appreciation of the grant under the Research Fund for special scholarship in the field of

Mr. George. I am sure to one interested in your interests. The

more encouragement to give him and myself them

like suggestions in the department that I know them

appreciate written as a result of a more better position

we have been for some time.

If you should have any speculation

Yours sincerely,

[Signature]

[Address]
Miscellaneous

Appropriation from Rosenwald

Fund to the Department of

Hygiene and Bacteriology
Mr. Frederic C. Woodward,
The University of Chicago.

Dear Mr. Woodward:

The more important pieces of apparatus that we need at present for research and work with graduate students are as follows:

Voltmeter
Ammeter
Nephelometer
Resistance boxes
New cataphoresis apparatus (approximately $250)
Potentiometer, galvanometer, standard cells, gas chains, etc.
Electric rotator
Water bath
Kymograph and accessories (approximately $200)
Slit ultra microscope (approximately $300)
Steam bath
Microtome (approximately $150)

Some of the minor items for groups of advanced students are:
1 animal board, 3 camera lucidas, 2 micrometer eyepieces, 2 stage micrometers, 2 mechanical stages. We are also in need of about 50 lantern slides for instruction in parasitology.

Some of this apparatus will last in good condition for three or four years, most of it for a much longer period.
Dear Mr. Professor:

I am the President of the University of Chapel Hill and I am writing to express my concern about the recent events on campus.

I understand that there has been a disturbance involving the administration and the faculty. I want to assure you that we are taking the necessary steps to ensure the safety and well-being of all members of the university community.

I appreciate your efforts to maintain order and I look forward to working with you to resolve this issue.

Sincerely,

The President of the University of Chapel Hill
Our estimate from catalogue prices for the whole list comes to the neighborhood of $2000.

Yours very truly,

Edwin O. Jordan.
Can substantially reduce operation time for this stage of the work.

Yours truly,

[Signature]

[Name]
President Max Mason,
The University of Chicago.

My dear President Mason:

After conference with the members of our staff and with Dr. McLean, I should like to recommend that the University enter upon a definite program for the development of Hygiene and Public Health.

In considering the project, it may be noted:
(1) That this is essentially a development and strengthening of work that has been in progress at the University for a long time, and that it does not contemplate any considerable expansion into new fields or the creation of any new departments, but that it does contemplate increased utilization of facilities already existing;

(2) That the offering of additional opportunities for study and research is in response to a real demand from students who are actually on the ground and desire to round out their work in the field of public health and make themselves eligible for the highest positions. During the past year several graduate students have been utilizing the facilities of the Chicago Health Department, where we have been able to make suitable arrangements. This is an opportunity that the University cannot afford to lose;

(3) That there are many advantages in developing the work in public health in the closest physical and administrative relation to the medical school. In view of the prospective evolution
The University of Chicago

Department of Physics and Meteorology

November 6, 1932

To: The President of the University of Chicago

Subject: The University's Science Program

Dear President:

I am writing to express my concern regarding the University's science program. As a member of the scientific community, I believe it is crucial for our institution to maintain a strong and comprehensive science program.

In our current state, the science program lacks the necessary funding and resources to compete with other leading universities. This situation not only hampers the growth of our students but also our ability to attract top talent.

I propose the following measures to address this issue:

1. Increase funding for the science program to support cutting-edge research and equipment.
2. Establish partnerships with industry and other universities to share resources and expertise.
3. Enhance the curriculum to include more interdisciplinary courses.

I urge you to consider these proposals and take action to ensure the continued excellence of our science program.

Sincerely,

[Your Name]
of medicine, it is highly important that the medical student be given the public health point of view.

In my opinion, the University should primarily concern itself with the training of competent men and women in various special fields - e.g., epidemiology, parasitology, industrial hygiene, etc. - rather than with the training of technicians or administrative officers. There will always be a proportion of purely technical workers recruited from the ranks of those who fail to make the grade in advanced work; administrative capacity in a trained epidemiologist or industrial hygienist will be recognized and given opportunity.

A tentative program may be arranged thus:

1928-29 Strengthening work in two fields:

(a) Parasitology

Associate Professor (entomology)  $4000
Teaching assistant (two quarters)  550
Technical assistance, laboratory supplies, animals, animal food, etc.  2500  7050

(b) Further utilization of facilities of Chicago Department of Health. (Lectures on Communicable Diseases will be available to medical students.)

Instructor in epidemiology  2000
Expenses in epidemiology  500
Small honoraria to members of Health Department for special lectures, supervision of field work, etc.  1500  4000

Total 1928-29 (no new space needed)  $11,050
1929-30

(a) Industrial Hygiene - fine opportunity for securing funds for special investigations; no new space needed; small running expense.

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Professor</td>
<td>$4000</td>
</tr>
<tr>
<td>Supplies and expense</td>
<td>$1000</td>
</tr>
</tbody>
</table>

(b) Organization of work in Vital Statistics.
This should be of highest value to all biological departments. An initial expense of about $2000 would be needed. Some additional space would be required (perhaps available in Medical Group?)

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant or Associate Professor</td>
<td>4000</td>
</tr>
<tr>
<td>Assistant</td>
<td>1500</td>
</tr>
<tr>
<td>Annual expense</td>
<td>2000</td>
</tr>
</tbody>
</table>

Total 1929-30

$12,500

1930-31

(a) Further development of work in Epidemiology

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Professor</td>
<td>4000</td>
</tr>
<tr>
<td>Annual expense</td>
<td>500</td>
</tr>
</tbody>
</table>

(b) Physiology of Nutrition (to be organized in Department of Physiology)

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Professor</td>
<td>4000</td>
</tr>
<tr>
<td>Supplies and expense</td>
<td>2000</td>
</tr>
</tbody>
</table>

Total 1930-31

11,500
1931-32

(a) Further strengthening of Parasitology
   Associate Professor (helminthology) 4000
   Assistant 1500
   Supplies and expense 1500 7000

(b) Public Health Administration
   Salaries 3000 3000

(c) Sanitary Engineering - remarkable opportunity in Chicago district.
   Salary 3000
   Expense 1500 4500

Total 1931-32 $14,500

Summary of Development of Work in Hygiene and Public Health on
Basis of estimated gift of $250,000 a year for four years:

1928-29 $11,050
1929-30 12,500 (plus $3000 in new equipment)
1930-31 11,500
1931-32 14,500

Fellowships and Scholarships 3,000

$52,550
(c) Professor of Marketing

Teaching

Teaching

Subject any exchange

(d) Junior Professor of Marketing

Research

(e) Research Associate - Marketing Operation

(a) Dean of Graduate School

Support

Expenditure

May 1952

S.350,000

Summary of Development of Work of 1951-52 and Impression for

Growth of expenditure figure of 3,900,000 a year for next year:

1952-53
1,960
1951-52
1,800
1950-51
1,800
1949-50
1,600
1948-49
500
1947-48
500

S.000
The program as outlined contemplates the securing of promising young men who shall have before them a long course of productivity and usefulness. Any program should therefore be more or less flexible, so that advantage may be taken of opportunity to get the right man.

For the first year of development and perhaps for the second, space already available would be adequate; beginning with the third year (October, 1930) more suitable accommodations would be necessary. As a matter of fact, something will have to be done any way very soon to house properly the existing work in hygiene and bacteriology. Ricketts South is a good laboratory and will be usable for at least ten years, but Ricketts North was never well built, is now twelve years old and seems to me hardly worth the money that must be put into it to keep it in repair. Many of the rooms are dark and it is not well suited to the needs of the department at the present time. We cannot get or keep good men under these conditions.

Besides the fields of investigation and instruction specified above, important branches of public health work in other divisions of the University should be strengthened and amplified. The organization of work in Health Education is already being considered by a committee of representatives from the School of Education, the University Health Service and the Department of Hygiene and Bacteriology, and it is hoped that a definite program may soon be presented. In the School of Nursing it is highly desirable that we undertake the training of Public Health Nurses as soon as practicable.
I am attaching a memorandum sent me by Miss Wolf giving her estimate of the probable initial cost.

Yours very truly,

Edwin O. Jordan.
August 25, 1927.

My dear Dr. Jordan:

I found an opportunity, this morning, for a brief conversation with the President on the problems which we discussed at your house last evening. Both of us are anxious to do all we can to better the facilities of your Department and to advance the plans for a School of Public Health.

As I suggested last night, I wish you would send me a detailed and complete statement of the needs of your Department for equipment and supplies, with an estimate of the required increase in your annual appropriation.

In regard to the School of Public Health, the President would like to have you formulate a statement of the initial financial requirements. I told him that in your judgment it was neither necessary nor wise to begin on a very large scale. When your formulation is complete, I should like to have a talk with you about it. Meanwhile, if I can be of any service in encouraging the members of your staff as to future developments, I shall be very glad to do whatever you suggest.

There can be no doubt that the President is thoroughly in sympathy with the development of your Department and of a School of Public Health, and I think that there is no reason to feel discouraged.

Yours sincerely,

[Signature]

Dr. Edwin O. Jordan,
Dept. of Hygiene and Bacteriology,
Faculty Exchange.

PCW W
As I suggested last night, I ask you now to bring any objections, comments, and complete statements of the views of your Department to the attention of the Department of State.
May 26, 1927

My dear Dr. Jordan:

The receipt of your letter of May 25 is acknowledged, and in accordance with your recommendation I am appointing Dr. Taliaferro, Director of Ricketts Laboratory South. I judge that no further action is necessary to make the appointment effective.

Yours sincerely,

Frederic C. Woodward

Dr. E. O. Jordan
Faculty Exchange

Wel
Mr. Smith.

Mr. Smith, I am writing to express my interest in the position you advertised in the "Employment Gazette" of this week. I believe my qualifications and experience make me a suitable candidate for the position you have described.

I have a degree in Business Administration from the University of London. I have worked as an assistant manager for three years in a large retail company, where I managed a team of 20 employees. My primary responsibilities included inventory management, budgeting, and customer service.

I am confident that my experience and skills will be an asset to your organization. I am available for an interview at your earliest convenience.

Thank you for considering my application. I look forward to hearing from you.

Yours sincerely,

[Signature]

[Name]

[Address]

[City, State, Zip]
May 25, 1927.

Mr. Frederic C. Woodward,
The University of Chicago.

My dear Mr. Woodward:

In connection with the rearrangement of our space, I should like to recommend that Dr. W. H. Taliaferro be appointed director of Ricketts Laboratory South, as we are planning to use that building solely for the work in parasitology. In case this seems desirable, I will make this change on the copy for the next edition of the Annual Register recently sent to me for revision.

Yours very truly,

Edwin O. Jordan.
February 26, 1927

My dear Mr. Falk:

The receipt of your letter of February 23 is acknowledged and I am writing to inform you that the administration has no objection to your undertaking the work of the Director of Surveys in the Department of Health of the City of Chicago upon the conditions stated in your letter.

Yours sincerely,

Frederic C. Woodward

Mr. I. S. Falk
Department of Hygiene & Bacteriology
Faculty Exchange

W. L.
Re: Department of Education

My dear Mr. Peck,

I am writing to inform you of Health's recent appointment as the new principal of the new school. It is a significant addition to our team, and I am confident she will make a positive impact on our department.

Yours sincerely,

Department of Education

Mr. I. E. Peck
Department of Education

Mr.
February 23, 1927.

Mr. F. C. Woodward,
Vice President and Dean of Faculties,
University of Chicago,
Chicago, Illinois.

Dear Dr. Woodward:

In accordance with the conclusion reached in our conversation on February 20, 1927, I am writing to ask your confirmation of the opinion you expressed that there was no objection on the part of the Administration to my undertaking the work of the Director of Surveys in the Department of Health of the City of Chicago if I can obtain the appointment on the basis of a competitive Civil Service examination. It is understood that I will carry the work in the Department of Health primarily for its value to our teaching and research in the University of Chicago and will present a resignation to the Commissioner of Health as soon as the duties of the Director of Surveys become sufficiently arduous or extensive to interfere with or to handicap my work in the University of Chicago.

I may add again that no such difficulties are anticipated. Contrariwise, it is expected that the work in the Department of Health will supplement in a valuable way my work in the University and will provide the Department of Hygiene and Bacteriology important and necessary opportunities for the development of its program in public health studies and teaching.

Yours very truly,

[Signature]

I. S. Falk.
February 26, 1937

Dear Mr. Taliaferro:

I have filed your letter of February 19 for President Mason to see as soon as he returns. He will be glad to get word of the fund for your study of malaria and wish you good luck on your expedition.

Sincerely yours,

[Signature]

Assistant to the President.

Professor W. H. Taliaferro,
Faculty Exchange.

S.c
Pensionary R6, 1947

Dear Mr. Talleyrand,

I have just now received a letter from your President informing me of your recent nomination as President of the American Society of Zoologists. I was delighted to hear of this news and I am writing to extend my congratulations to you on your appointment.

Please accept my warmest wishes for your success in this new position.

Sincerely,

[Signature]

Pensionary R6, 1947

American Society of Zoologists
President Max Mason,
University of Chicago,
Chicago, Ill.

Dear President Mason:

If you recall, I wrote you last August, in regard to outside financial aid that we were receiving for our work on malaria. You may be interested to know that the Executive Committee of the International Health Board has granted me the sum of $2500.00 (for Malaria Field Studies) for the year January 1st, 1927, to December 31st, 1927. This money is to be used in continuing our research on the immunology of malaria. Furthermore, the United Fruit Company, although not granting us any actual money, has given us another trip to Honduras. Three of us will spend the coming spring quarter working on malaria at one of their hospitals.

Yours sincerely,

W. H. Taliaferro

W. H. Taliaferro
Dear Professor Manx,

In answer to your letter of October 30th, I can understand your difficulty in obtaining funds. You may be assured that your request is being considered by the Health Research Board, and that every effort will be made to assist you in this important work.

Yours sincerely,

[Signature]
February 1, 1927

My dear Mr. Moulds:

I am forwarding to you a letter from Professor Taliaferro to Professor Jordan, relating to certain conditions in Ricketts South. Dr. Jordan says that this is a very moderate statement, and that more bitter complaints have been received from other members of the Department and some graduate students who are conducting research in the laboratory.

I think you will agree with me that Mr. Taliaferro's letter shows an intolerable state of affairs. I am referring it to you with the confident expectation that you will take vigorous steps to see that conditions are corrected and that some machinery is set up which will keep things straight.

Yours sincerely,

Frederic C. Woodward

Mr. John F. Moulds
Faculty Exchange

FC.WL
The University is now expending approximately $45,000 annually, mainly in the Department of Hygiene and Bacteriology, for courses in the field of Public Health. This included:

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*This does not include the value of furniture, laboratory apparatus, books and equipment now available.

It does not include special funds annually available for research for several years and still continuing:
(1) Influenza Commission of Metropolitan Life Insurance Co. $3,000 annually
(2) Fund for Research on Food Poisoning, National Canners Association $8,000 annually

It does not include the expense of allied and relevant courses in other departments of the University - in Sociology, Economics, Home Economics, Social Service Administration, Law, Medicine, Nursing.

It does not include the capital value or operating cost of the John McCarrick Institute for Infectious Diseases and the Durand Hospital, both of which are available to the fullest extent for the work of the School.
Project for Further Development of Work in
Hygiene and Public Health
at the University of Chicago.

For over 15 years a large part of the work carried on in
the Department of Hygiene and Bacteriology has been in the field
of public health. Graduates of the department occupy important
positions in national, state and municipal health departments and
hold chairs of bacteriology and public health in a number of uni-
versities (e.g., Ohio State, Texas, Louisville, Colorado, Nebraska,
West Virginia, North Dakota, Beirut).

The facilities now available include:
1. Well developed courses in General Bacteriology and in Pathogenic
   Bacteriology with a registration of about 200 students annually.
2. A good division in Immunology under Professor Falk, a highly suc-
   cessful teacher and an able and productive investigator.
3. An excellent beginning in Protozoology under Professor Taliaferro,
   an unusually brilliant and internationally known teacher and in-
   vestigator.
4. A beginning in Epidemiology under Professor Pope, a former asso-
   ciate of Dr. Chapin at Providence.
5. A well developed course in the chemistry and bacteriology of
   water and sewage.
6. Excellent facilities for the clinical study of communicable dis-
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7. Somewhat unusual opportunities for social work in The Graduate School of Social Service Administration.

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9. Cordial cooperation of City Health Department and other local health agencies.

10. Opportunities for special lines of work under Dr. Carlson (physiology of nutrition), Dr. Hektoen (infectious diseases), Dr. Long (tuberculosis), Dr. Wells (immunity), Professor Freund (administrative law).

11. The advantages of close association with, and physical proximity to, the Medical School.

In considering the project, it may be noted:

1. That this is essentially a development and strengthening of work that has been in progress at the University for a long time, and that it does not contemplate any considerable expansion into new fields or the creation of any new departments, but that it does contemplate increased utilization of facilities already existing.

2. That the offering of additional opportunities for study and research is in response to a real demand from students who are actually on the ground and desire to round out their work in the field of public health and make themselves eligible for the highest positions. During the past year several graduate students have been utilising
the facilities of the Chicago Health Department, where we have been able to make suitable arrangements. This is an opportunity that the University cannot afford to lose.

(3) That there are many advantages in developing the work in public health in the closest physical and administrative relation to the Medical School. In view of the prospective evolution of medicine, it is highly important that the medical student be given the public health point of view.

It is our opinion that the University should primarily concern itself with the training of competent men and women in various special fields - e.g., epidemiology, parasitology, industrial hygiene, etc. - rather than with the training of technicians or administrative officers. There will always be a proportion of purely technical workers recruited from the ranks of those who fail to make the grade in advanced work; administrative capacity in a trained epidemiologist or industrial hygienist will be recognised and given opportunity.

A tentative program may be arranged thus:

1928-29 Strengthening work in two fields:

(a) **Parasitology**

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</tr>
<tr>
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<td>2500</td>
</tr>
<tr>
<td></td>
<td>7050</td>
</tr>
</tbody>
</table>

(b) Further utilisation of the facilities offered by various local official and unofficial agencies concerned with health work.
The fortification of the College Health Department, which we have planned, will be an opportunity of giving a more comprehensive and effective service.

University Health Service to come

(2) The scope and extent of new branches in developing the work

in the future is determined by the extent of resources available in the University Health Service. In view of the preceding statement on the choice of people for the health service, it is not difficult to see the importance of the health service as an institution of higher education.

To us, any objections to the University Health Service can be met with the following considerations: the constant need for medical care, increased civic responsibility, improving community health, and the need for professional health services.

A tentative program may be arranged as follows:

1940-42 Schedule

(a) 1940

(b) 1942

(c) 1940

(d) 1940

(e) 1940
1928-29 (b) continued

Instructor in epidemiology 2000
Expenses in epidemiology 500
Small honoraria to members of local organisations for special lectures, supervision of field work, etc. 1500 4000

Total 1928-29 (no new space needed) 11950

1929-30

(a) Industrial Hygiene - a fine opportunity exists in this region for securing funds for special investigations; no new space needed; small running expense.

Associate Professor 4000
Supplies and expense 1000 500

(b) Organisation of work in Vital Statistics.
Besides being indispensable to the work in public health, this would be of highest value to the fundamental biological departments and to the work in the Medical Clinics.
A non-recurring initial expense of about $3000 would be needed. Some additional space would be required (perhaps available in Medical Group).

Assistant or Associate Professor 4000
Assistant 1500
Annual expense 2000 7500

Total 1929-30 12500

1930-31

(a) Further development of work in Epidemiology

Associate Professor 4000
Annual expense 500 4500

(b) Physiology of Nutrition. To be organised in association with the Department of Physiology.

Associate Professor 4000
Supplies and expense 3000 7000

Total 1930-31 11500
1931-32

(a) Further strengthening of Parasitology.

Associate Professor (helminthology)  4000
Assistant  1500
Supplies and expense  1500  7000

(b) Public Health Administration

Salaries  2000  2000

(c) Sanitary Engineering. Remarkable opportunity in Chicago district.

Salary  2000
Expense  1500  4500

Total 1931-32  $14,500

Summary of Development of Work in Hygiene and Public Health on

Basis of estimated gift of $250,000 a year for four years:

1928-29  $11,050
1929-30  12,500  (plus $300 in new equipment)
1930-31  11,500
1931-32  14,500

Fellowships and Scholarships  $3,000

$52,550
The program as outlined contemplates the securing of promising young men who shall have before them a long course of productivity and usefulness. Any program should therefore be more or less flexible, so that advantage may be taken of opportunity to get the right man.
The University is now expending about $45,000 annually mainly in the Department of Hygiene and Bacteriology for courses in the field of public health. Appendix A shows the items to be added to this amount for buildings and maintenance.

Project for Further Development of Work in
Hygiene and Public Health
at the University of Chicago.

For over 15 years a large part of the work carried on in the Department of Hygiene and Bacteriology has been in the field of public health. Graduates of the department occupy important positions in national, state and municipal health departments and hold chairs of bacteriology and public health in a number of universities (e.g., Ohio State, Texas, Louisville, Colorado, Nebraska, West Virginia, North Dakota, Beirut).

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In the University of California

You have to make a large part of your work activity as

an extension of your knowledge and experience and work in the fields

of Biology and Chemistry, science and mathematics, and biology and

botany to possess a good knowledge of both fields in a number of mat-

ers. Science (e.g. math, science, mathematics, physics, chemistry)

Good Natural History (biology, botany).

The knowledge you acquire in

It may develop science in general knowledge and in those

subjects with a contribution of general knowledge to a height and

depth and gives a general view in integrated with the topics mentioned

and many other matters and information from many sources and

aspects.

A definition in psychology which is often used in a recent year:

The path of the course of development.

In the subject of science in the abstract many possibilities to

see the many possibilities

And the definition for the detail and of the possibilities to

see the many possibilities

(Please note that)
7. Somewhat unusual opportunities for social work in The Graduate School of Social Service Administration.

8. Two endowed journals for the publication of results of original research (Journal of Infectious Diseases, edited by Ludvig Hektoen and Edwin C. Jordan, and Journal of Preventive Medicine, edited by Edwin C. Jordan).

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11. The advantages of close association with, and physical proximity to, the Medical School.

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(1) That this is essentially a development and strengthening of work that has been in progress at the University for a long time, and that it does not contemplate any considerable expansion into new fields or the creation of any new departments, but that it does contemplate increased utilization of facilities already existing.

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In connection with the progress of the
program, the following activities and
initiatives have been undertaken to make
the work plan and plans to enhance the
university's role in the community. New
and existing forces are being leveraged
to enhance the cooperation and
enhancement of the

(1) The role of the educational development and
enhancement

(2) The role of the educational development and
enhancement

We are committed to the enhancement of the educational
cooperation and the enhancement of the
curriculum.

The above points are well

For the benefit of our future generations, these plans
have been elaborated.
the facilities of the Chicago Health Department, where we have been able to make suitable arrangements. This is an opportunity that the University cannot afford to lose.

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(b) Further utilisation of the facilities offered by various local official and unofficial agencies concerned with health work.
the potential of the National Health Department. I have no doubt that we have been

University can be quite to jokes

(5) I have spoken to many administrators in developing the work

in bringing about in the present situation and administrative reform.

to the National Health. In view of the lack of experience and knowledge of the

given, it is highly important that the medical officer be given the

The medical officer is a very

can only operate on the University's own principle.

etc., etc., etc., etc.

Packing them with the strength of the principle of the greatest good for the greatest number.

Vaccination must of course be the basis of any society.

the elimination of tuberculosis as a threat to public health.

Science must be the foundation of any educational system.

A tentative program can be as follows:

1963-64

Budget

<table>
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<th>Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Teaching</td>
<td>$4,000</td>
</tr>
<tr>
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<td>$2,000</td>
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It does not include the capital value or operating cost of the John McCormick Institute for Infectious Diseases and the Durand Hospital, both of which are available to the fullest extent for the work of the School.
To the University: In view of the urgent need for medical research and education, the Board of Trustees of the University of [Institution Name] hereby allocates the sum of [Amount] for the purpose of supporting the following projects:

1. [Project Name] - [Description] - [Budget] ($X,000)
2. [Project Name] - [Description] - [Budget] ($Y,000)
3. [Project Name] - [Description] - [Budget] ($Z,000)

Total Allocation: $[Total]

This allocation is made in accordance with the policies and procedures established by the University. The Board reserves the right to adjust the allocation based on the availability of funds and the priorities of the institution.

[Signature]
Chairman, Board of Trustees

[Date]
January 6, 1927

My dear Mr. Bundesen:

I wish to acknowledge your complimentary copy of the report of your Department for the years 1925 to 1926. I am sure that the entire University community is gratified to feel that our Commissioner of Health in Chicago is on our staff as a University Lecturer. The daily reports of your service to the community are summed up admirably in this large document.

Sincerely yours,

Max Moran
President.

Mr. Herman N. Bundesen,
Commissioner of Health,
Chicago, Illinois.

MM.C

Ori. by O. H. Stearns
The year 1937

I wish to congratulate your committee on
the report of your department for the year 1936 to
1937. I am sure that the entire University community
will feel gratified to feel that our commitment to Health
is going to be continued as a University Faculty. The
effort reports of your service to the community are
summed up satisfactorily in the latter connected.

Geddes, 1937.

M. W. H. M.
President

Mr. H. H. Bingham,
Department of Health
College, Illinois

C. C. L. 10, 1937
COMPLIMENTS OF
HERMAN N. BUNDESEN, M. D.

REPORT FOR 23, 24, 25

COMMISSIONER OF HEALTH
CHICAGO
July 6, 1927

My dear Dr. Jordan:

I have referred your note of July 1, in regard to Mr. Mendelssohn's course during the Second Term of this Quarter, to Mr. Payne, for his information. Mr. Woodward left a few days ago for his vacation and will be away until about the first of August.

Yours sincerely,

Secretary to Dean Woodward

Dr. E. O. Jordan
Faculty Exchange
July 6, 1929

My dear Mr. Governor:

I have received your note of July 4 regarding the

future Licensing of the City of New York, to

which I have granted the necessary

permission. We understand that a new

License Act is in the process of

perfection and that we shall

soon receive

Yours sincerely,

Secretary to the Mayor

[Signature]

City of New York
Mr. Frederic C. Woodward,
President's Office, University of Chicago.

Dear Mr. Woodward:

I have just had a telegram from Surgeon-General Cumming, asking if we would release Mr. Mendelsohn for some sanitary engineering work made necessary by the flood. It is probably too late for us to secure anyone in his place and no funds are available anyway, so that I recommend that the course in Industrial Hygiene, scheduled for the second term of this Quarter, be withdrawn.

Yours very truly,

(Signed) Edwin O. Jordan

Original forwarded to Mr. W. A. Payne 7-6-27
66 Great Russell Street, W.C.1.
Telephone: Museum 4863.


Dear Mr. Mason:

In running over my correspondence this morning, checking it up to be sure that I had not overlooked any of it, I was surprised to find that I had never acknowledged the letter of introduction you and Mr. Gurney had sent me to use when I went to Russia. I must apologize before I speak another word and trust you will forgive me.

It was very kind of you and I fully appreciate the importance the letter will be to me in that far-off country. I have been unable to get away thus far, my work here taking much longer than I had expected. However, I am hoping...
to get cleaned up here in the next few weeks, when I shall proceed to Moscow and Leningrad, in the hope of finding some additional material, especially of English origin of the 18th century, which I very much need.

Appreciating your interest and help toward this end, I am, dear Mr. Mason, with all good wishes,

Yours sincerely,

C. L. Richett

Mr. Max Mason,
President,
The University of Chicago.
December 15, 1928

Dear Mr. Beers:

It was very kind of you to send me a copy of "A Mind That Found Itself". I was not unfamiliar with this before but never owned a copy and I am very glad to have it.

You suggest in your letter that you may send me some information regarding the work being done at Yale. I should indeed be glad to receive it. Thank you very much.

Cordially yours,

Max Mason

President

Mr. Clifford W. Beers
Sec'y, The National Committee for Mental Hygiene
370 Seventh Avenue, New York City

MMcL
December 15, 1926

Dear Mr. Potter,

It was very kind of you to send me a copy of "A Kind That Found a Heart." I was not familiar with your opera.

I am very much concerned I am not a copy and I am not very old to have it.

You suggest in your letter that you may send me some information regarding the man playing the role of "A Kind That Found a Heart." I am very much interested to receive it. Thank you very much.

Yours truly,

Max Wesson
Dear Dr. Mason:

We are delighted to learn that you will accept membership in The National Committee for Mental Hygiene. As a Yale man, which I happen to be myself, you will, I believe, find added interest in being a member of the National Committee because in its inception it was largely a Yale movement, and a number of outstanding Yale men are still associated with it, among them: Dr. Welch, President Angell, Mr. Stokes, Dr. Walter B. James, Dr. Fred Murphy, Mr. Mannard, Professor Chittenden and Mr. Frederic W. Allen.

You are probably following closely the mental hygiene work that is being done at Yale under the direction of three or four full-time psychiatrists in cooperation with the Department of Health. If you do not happen to be familiar with this work and desire further information about it, I shall be glad to send it to you.

I am giving myself the pleasure of sending to you under separate cover a copy of my autobiography, "A Mind That Found Itself", in which you will find not only a story of certain experiences of mine but also an account of the origin and growth of the mental hygiene movement. A booklet which I send with the book gives a glimpse of the progress of the work during recent years. As a member of our National Committee, you will from now on receive copies of our quarterly magazine and our monthly bulletin. Though I am sure that you have plenty to read, you will probably wish to keep informed regarding phases of our work because they relate so closely to phases of your own work at the Chicago University.

with kindest regards,

Sincerely yours,

Dr. Max Mason, President
The University of Chicago,
Chicago, Illinois.
THE NATIONAL COMMITTEE FOR MENTAL HYGIENE

EXECUTIVE COMMITTEE

OFFICERS

Chairman

The President

Secretary

The Secretary of Health, Education, and Welfare

Deceased, 1961

February 1, 1963

Dear Mr.主任:

I was delighted to learn that you will welcome members of the National Committee for Mental Hygiene to attend the annual meeting of the American Psychological Association. I am also happy to report that the Committee has adopted a resolution calling for the establishment of a National Institute of Mental Health and a National Mental Health Research Institute. This is a major step forward in the development of comprehensive mental health care, and I believe it will greatly contribute to the welfare of the nation.

Sincerely yours,

[Signature]

Attache's Remarks

[Signature]
Mr. Frederic C. Woodward,
Vice-President of the University of Chicago.

My dear Mr. Woodward:

Mr. Arthur Lowenstein, donor of the Lowenstein Fellowship, has asked, through Dr. W. Lee Lewis, director of the Bureau of Scientific Research of the Institute of American Meat Packers, that Dr. Norton be given an honorarium of $200 from the balance on hand in the fellowship fund. I understand from Mr. Plimpton that this amount is now available and I would recommend that the action proposed by Mr. Lowenstein be taken.

Yours very truly,

(Signed) Edwin O. Jordan

EOJ: TP

ORIGINAL APPROVED BY MR. WOODWARD AND SENT TO THE AUDITOR 11-13-26
October 5, 1926

My dear Dr. Jordan:

I recently consulted you as to the possibility of instruction in Personal Hygiene. The matter, you will recall, had been brought to the attention of Dean Tufts by Dean Wilkins and Mr. Norton and was one of the matters which Dean Tufts passed along to me.

I am writing you to repeat the suggestion that in making your budget recommendations for the year 1927-28 you give consideration to this matter.

Yours sincerely,

Frederic C. Woodward

Professor E. O. Jordan
Faculty Exchange

FCL
October 8, 1925

My dear Dr. Jacobs:

I appreciate your generosity in granting me the opportunity to present my research on the mechanism of pain. I am writing to inform you of the progress of my work and to request your advice on the next steps. I am currently working on developing a new model of pain perception that I believe will contribute significantly to the field.

Yours sincerely,

[Signature]

Professor E. Jacobs

Professor E. Jacobs

[Signature]
Dear Mr. Woodward:

Concerning the course in Personal Hygiene: No provision was made in the budget for this course. If any such provision is made it will probably have to come from the contingent fund.

James H. Suptc
A Course in Personal Hygiene

About a year ago the Dean of the Colleges of Arts, Literature and Science received a request from some undergraduates for opportunity to obtain information on sex hygiene. The University authorities have also been pressed by various organizations interested in this subject. The situation in regard to instruction in sex hygiene in the University of Chicago and in other institutions has been canvassed. With the exception of a limited amount of advice given to women who are taking physical education, we offer no opportunity for students to receive such instruction. It is the firm conviction of those familiar with the situation that sex hygiene should not be taught as a separate subject but should be given as part of a course on personal hygiene. If this is done sex hygiene can be placed in its proper relation to hygiene of other organs of the body and over emphasis on this one phase of personal hygiene thereby avoided. That every student should be acquainted with fundamental facts in connection with the human body and its functions is unquestioned.

We therefore make the following recommendations: (1) that provision be made in the budget for 1926-27 to allow the Department of Hygiene and Bacteriology to offer an elective course in personal hygiene in the Spring Quarter of 1927; (2) that the course be given in the Junior Colleges in two sections, one for
A Course in Personal Hygiene

Appoint a year ago the head of the College of Nursing.

The need of education for the training of sex hygiene has been stressed by various agencies.

It is the unfortunate fact that sex hygiene is not taught in many schools.

It is not that sex hygiene is not taught, but that it is not taught properly.

Every student should be educated in the principles of sex hygiene.

In connection with the human body and its functions.

The following recommendations: (1) That

Provision be made in the budget for $300 to allow the

department of hygiene and pediatrics to offer an elective course

in personal hygiene in the spring quarter of 1937. (2) That the

course be given in the junior college in two sections.”
men and one for women; (3) that the budget item include the salaries of the necessary instructors (one man and one woman) and an allowance sufficient for the purchase of models and charts necessary for the course; (4) that the course be offered only if qualified instructors can be obtained.

Finally, we believe that while this course would be of great value to all undergraduates that it is wise to start with an elective course and a limited number of students.

Signed

Ernest H. Wilkins

[Signature]
men and one for women (2) that the budget from Institute is
established on the necessary instructions (one men and one women)
and on allowance sufficient for the purchase of supplies and
costs necessary for the course (4) shall the course be allowed.
Only if the necessary instructions can be obtained.

Finally, we believe that while the course would be of
great value to all the students that it is wise to start with
an effective course and a limited number of students.

Signed
[Signature]
The University of Chicago

OFFICE OF THE HEALTH OFFICER

Nov. 20, 1925.

My dear Mr. Wilkins:-

The department of physical culture would be very glad to see a course in Personal Hygiene offered for freshmen primarily on some such basis as you have suggested, and would cooperate in any way possible in securing registrations for such a course, aiding in planning the course or supplementing it in the departmental activities. Indeed, as you know, the first Personal Hygiene course to be given here was given during one of the physical culture hours and such courses are sponsored by the physical education department at many institutions. We should hope that such a course might lead eventually to a prescribed course for all freshmen.

Very truly yours

[Signature]

Dudley B. Reed
Mr. ALBERT H. MILLER:

The committee of the department of education at the University of Chicago will be glad to have your frank and full cooperation in securing proper courses for the coming year, as we feel certain that the courses for the coming year will fill the needs of the students for the preparation of teachers for the primary and for the elementary schools.

We have been informed by the state authorities that the primary and elementary schools of the state will be in session in the fall of the present year and that the courses for the coming year will be the only ones that will be available for the training of teachers for these schools.

May I have your cooperation in the matter of securing proper courses for the coming year?

Very truly yours,

[Signature]

May 20, 1938.
January 30, 1925.

Dean J. H. Tufts,
Faculty Exchange.

Dear Mr. Tufts:

The question has been raised several times of late as to the advisability of our putting in a course in personal and general hygiene, open to but not required of Freshmen. This matter was instituted last year in a preliminary way by Dean Norton and Dr. Reed, and I enclose herewith a memorandum and a letter indicating the result of their studies.

During the present year Dr. Butler has expressed interest in the same subject and forwarded to me a reprint bearing on this topic which also I enclose.

I have had under consideration the possibility of introducing such a course this coming Spring Quarter, but for several reasons that does not seem to be practicable.

The problems involved are really rather large ones in some ways, and all undergraduate divisions of the University are really concerned.

May I therefore suggest that the matter be referred at this time to the President's Committee on University Sanitation and Hygiene, with a request that they examine and report upon the feasibility of introducing such a course during the college year 1925-26?

Very truly yours,

Ernest H. Wilkins
Dean of the Colleges.
Deb Utteridge of Chicago

859 W. Fullerton Ave.

April 3, 1956

Dear Mr. Fullerton,

Thank you for your correspondence of our April 1st offer. We have received the proposals from our vendors and have made a decision based on their merits.

We have chosen Vendor A for the following reasons:

1. Their proposal was the most competitive.
2. They have a good reputation in the industry.
3. Their delivery time is more favorable.

We are confident that Vendor A will deliver the best service and products according to our requirements.

Thank you for your understanding and cooperation.

Sincerely yours,

[Signature]

W.H. Utteridge
Mr. Frederic C. Woodward,
Vice-President of the University of Chicago.

Dear Mr. Woodward:

Repliesing to your letter of October 1, I am sure that it will not affect our plans seriously if we do not know before the middle of November about the equipment and remodeling of the south wing of Ricketts North.

With cordial appreciation of your prompt reply,

Yours sincerely,

Edwin O. Jordan.

EOJ: TP
To: Mr. M. McDermott

From: John E. Johnson

Date: October 8, 1937

Subject: Request for Information

Regarding your letter of October 6, I am sorry to inform you that I am not able to provide the information you request.

I will make every effort to obtain the necessary information and keep you informed of its progress.

Thank you for your patience.

Yours sincerely,

John E. Johnson

Assistant to the President
October 1, 1926

My dear Professor Jordan:

Receipt of your letter of September 28 is acknowledged. I brought the matter to the attention of the Committee on Expenditures this morning and at Mr. Flimpton's suggestion I am writing to inquire if a delay of six weeks in acting upon your recommendation would be serious. By the middle of November the Committee will be in a much better position to determine how much money is available.

I may add that I do not contemplate any serious difficulty in adopting your recommendation when it comes up in November.

Yours sincerely,

Frederic C. Woodward

Professor E. O. Jordan
Department of Hygiene and Bacteriology
Faculty Exchange

PCWL
October 1, 1936

Mr. Secretary of the Committee to which the Report of the Committee on Expenditures

prompts the request to the Secretary of the Committee on Expenditures to make known to the

me in a general way the subject of the Committee's study at all the

time it is in a general way to make known your recommendation. I

hope the President to give me the subject of the Committee's study at

the time I may get in touch with the Committee to see its

recommendation for the President to make known your

recommendation.

Yours sincerely,

[Signature]

Undercliff, Woodcraft

[Address]

Department of Agriculture and Horticulture

[Signature]
The University of Chicago  
Department of Hygiene and Bacteriology

September 28, 1926.

Mr. Frederic C. Woodward,  
Vice-President of the University of Chicago.

My dear Mr. Woodward:

I am enclosing an estimate that has been very carefully prepared in connection with the use of the south half of Ricketts Laboratory by the Department of Hygiene and Bacteriology when these rooms are vacated by the removal of the Department of Pathology to the new medical building.

Our present quarters are badly congested and we are in great need of the relief that will come from this extra space. I hope very much that it may be possible for us to be authorized to proceed with the arrangements for equipment, etc., so that we may be able to take advantage of the additional space at the earliest possible date.

Yours very truly,

Edwin C. Jordan.

Edwin C. Jordan.
To the President of the University of Chicago,

I am enclosing an outline I prepared for your very careful consideration in connection with the organization of a research school in the field of psychology, with the permission of the department of philosophy and psychology, and my promise to cooperate in the matters of the department of the university of Chicago and to cooperate in the matters of the department of the new medical school.

I have been asked to help in the establishment of the new medical school, and I have been asked to help in the organization of the new research school in psychology. I hope that you will be able to cooperate in this matter.

Yours very truly,

[Name]
Estimate in Connection with the
Proposed Use of the South Half of Ricketts Laboratory
by the Department of Hygiene and Bacteriology.

The figures are approximate estimates based on the cost of
equipping Ricketts South, on costs as given in current supply catalogues,
and on costs of recent repairs and of equipment for the Department.

Ricketts South
Room 15 (to be used by Dr. Taliaferro as an office).
   Bookshelves (with doors) $100.00
Room 1 (private laboratory for Dr. Taliaferro)
   High table with shelf 30.00
   Doors on bookshelves 50.00
   Electric outlet (heavy circuit) 50.00
   Plumbing changes 50.00
   Chemical balance 125.00
   Microtome 200.00
Stockroom
   Equipment 500.00
   Electric Refrigerator 800.00

Ricketts
Room 4 Laboratory for J. F. N.
   Remove chemicals and incubator
Room 5 Office for J. F. N.
   Remove incubator to Room 4. Remove old
   ice chest. Install cabinet now in Room 4.
Rectifies in connection with the
Proposed use of the South Hall for Hooper Laboratory
By Department of Hygiene and Bacteriology

The figures are approximate estimates made on the assumption of
Erection of Hooper Building, no costs as given to be current supply costs.
Any noted costs of recent repairs or equipment will be included

Report

Room 10 (to be used as an office)

Room 10

40.00

2.00

2.00

8.00

5.00

50.00

300.00

200.00

300.00

600.00

1.50

1.50

3.00

4.50

5.25

Electric fan for room

Plumbing changes

Departmental repairs

Equipment

Erection - No room

Installation of room

Room 7 for office

Removal of

Removal of

For Ponte. Install cabinet in room A.
Room 21 (to be used for a seminar and conference room)

- Blackboard
- Large table $350.00
- Chairs
- Bookshelves
- Portable lantern $200.00

Rooms 27-28-29. (Dr. Falk's office and private laboratory)

- Remove partition between rooms 27 and 28 $100.00
- Bookshelves in Room 29 $75.00

Animal yard changes $100.00
Animal Room

- Rabbit and mouse cages $1,000.00

Room 24 (Incubators and Ice chests)

- 2 room incubators - one opening into hall opposite Room 20. $700.00
- 3 ice chests with electric refrigeration $2,000.00

Room 19

- 2 autoclaves $650.00
- 1 large centrifuge $400.00
- 3 hot air ovens $450.00

General equipment

- 1 portable centrifuge $200.00
- 2 chemical balances $250.00
- Stockroom equipment $1,500.00

Chairs for lecture room (Room 33) $200.00
Allowance for minor changes in research laboratories and for installation of equipment

$ 750.00

Total

$10,830.00
Mr. Frederic C. Woodward,
Vice-President of the University of Chicago.

My dear Mr. Woodward:

We had for several years from the University a grant of $2000 annually in aid of the Studies on Respiratory Diseases carried on in this department. The Metropolitan Life Insurance Company has also been aiding this work with an annual grant of $3000 and has made us again a grant of $3000 for the present year. Since October 1923 we have made no request for an additional grant from the University, and our funds have been very carefully husbanded. These funds are now almost exhausted. We have investigations in progress along some promising lines, and I should appreciate very much if the University could make us a grant of $1000 to use during the current year.

I wish to express my appreciation of the generosity shown by the Trustees in the past in making provision for these Studies and hope that the progress we have already made and the promise of the future will justify their continued confidence.

Yours very truly,

Edwin C. Jordan.

EOJ:TP
Fpc Committee of Chicago

Department of Architecture and Building

October 1, 1928

The President of the University of Chicago:

The matter of the University's share of the 1900 endowment in the 1929 spring has been discussed at length in the meeting of the FPC Committee. The concern over the University's share of the endowment in years past has been a matter of some concern. It is unfortunate that the University's share was not maintained at a rate of $3000 to $4000 for

the previous years. Since October 1928 we have made no change in the University's share of the endowment, and our concern

for the University's financial situation has been indicated. These figures are now-

less than those of previous years. To have the University's share of the endowment

less than the previous years is a cause for concern, and I believe that the University

should make an effort to increase its share of the endowment, as the University requires

the financial assistance to meet its needs.

I wish to emphasize my opposition to the University's

low share of the endowment. The University should be given a fair share, as it

has always been a part of the University's tradition to support the University.

Sincerely yours,

[Signature]

Director of FPC
August 11, 1936

Dear Professor Taliaferro:

Thank you for your statement of August 10 regarding financial aid for the past year. I am sending a copy of your letter to Mr. Flimpton for incorporation in his report.

Very truly yours,

Max Mason
President.

Professor W.H. Taliaferro,
Faculty Exchange.

MM R

Copy to N.C. Flimpton
20th of Oct. 1940

H

Emigrant

Roots X

My dear Mr. [illegible]

Enclosed is my latest note of conversation

for quarterly. I am of course looking forward
to hear from you and to receive a publication or
material. I know many of the leaders in Cyrenaica
and I am sure that they will do their best
for democracy and the future of their
country.

Best, II Semen

[Signature]
President Max Mason,
University of Chicago,
Chicago, Ill.

Dear President Mason:

I have been receiving outside financial aid for some of my work on malaria and I thought that possibly you might like to include the sum in your financial report for the past year. The Executive Committee of the International Health Board granted me $2500.00 for "Malaria Field Studies" for the year August 1, 1925 to July 31, 1926. This money has been used in research on the immunology of malaria with the hope that a serological diagnostic test could be developed for the disease. It is also gratifying to note that the United Fruit Company, although it made no grant of money, gave our party a trip to Honduras during the Spring Quarter so that we could test our results under field conditions.

Yours sincerely,

W. H. Taliaferro

W. H. Taliaferro
I have just received a letter of appointment to a new position. I am to begin work on Monday, and I expect that everything will go smoothly. I am looking forward to joining the Institute and contributing to its goals. If you need anything from me, please let me know. I will be more than happy to assist. Thank you for your consideration.

Yours sincerely,

[Signature]

[Date]
Memo to Max Mason.

Am of the impression that Max Epstein will soon check us up as to what we have worked out on his suggestion of a bulletin of public health.

If Mr. Jordan or someone else is not already at work on this, suggest putting them to it.

H. H. S.
May 5, 1926.

My dear Mr. Jordan:

President Mason has received a memorandum from Mr. Swift suggesting that Mr. Epstein may inquire one of these days as to the possibilities of his suggestion of a Bulletin of Public Health. President Mason wonders whether you might suggest something else to deflect his interests in that particular subject.

Very truly yours,

William B. Scott (signed)

Secretary to the President.

Mr. Edwin O. Jordan.

WES:9
May 6, 1933

Mr. Garin Torrey

President

Dear Mr. President,

I am receiving a memorandum from Mr. Swift suggesting that Mr. Harman may propose one of the new monographs which you might suggest as to the possibilities of the suggestion of a Buffalo or Public Health President in the furtherance of public health. Your suggestion to gather the information in that particular subject.

With many thanks

William E. Scott

Secretary to the President
March 15
1926

Mr. H. S. Cummings
Suggeon General, U.S. Public Health Service
Washington, D. C.

Dear Sir:

I received your letter of February 18 with reference to the possibility of courses in Public Health for the summer session at the University of Chicago. I have conferred with Professor E. O. Jordan who is greatly interested in the Public Health Service. It is his judgment that we can probably do something worthwhile in the summer of 1927. We are at present just building new medical buildings which will not be ready for use this coming summer. We shall be glad to co-operate as soon as they are ready and as the medical work in general is better organized.

Very truly yours,

James H. Tufts

JHT#L
The Public Health Service has recently been informed that Columbia University, at its 1926 summer session beginning July 6th, will offer, among a large number of public health courses, several of two or three weeks duration. Some will occur at the beginning of the session and others at the end.

It has been the belief of the Public Health Service for over a year that a considerable number of persons employed by state and local health departments have been desirous of obtaining additional academic training during the summer, but that they have been unable to do so for the reason that a summer session requires too long a period away from their work. It is quite possible that the plan proposed by Columbia University may enable a considerable number of these persons to obtain such training.

The Harvard School of Public Health, some few years ago, inaugurated the plan of presenting certain courses for the period of one month with half-day or, in some cases, full-day sessions. Useful suggestions might be obtained for the planning of summer courses in public health by consulting the last announcement of the Harvard School of Public Health.

The Public Health Service is now circularizing state and city health departments in an effort to determine what courses their employees would prefer, were they to be available as two or three week courses. Would you like a report on the subject?

Very truly yours,

(H. S. Cumming)
Surgeon General
March 1
1926

Dr. E. O. Jordan
Faculty Exchange

Dear Dr. Jordan:

I inclose a note from the Surgeon General. As I recall a former conversation with you, it was to the effect that it would be better to postpone summer Public Health courses until we get a little further along. Do you think there is anything that we ought to do other than to acknowledge the letter and state that we shall be glad to consider doing something in the summer of 1927?

Sincerely yours,

James H. Tufts

JHT#L
Dear Mr. Johnson,

I received a note from the Surgeon General.

As I recall, a former conversation with your firm regarding a recent letter from the American Public Health Association, I understand that my colleagues and I are concerned about the future of the United States Public Health Service. I have been in contact with several other organizations and believe that we may soon have the opportunity to advance our cause.

Please consider the following.

Sincerely yours,

[Signature]

James H. Tate
January 13
1926

Prof. E. O. Jordan
Dept. of Hygiene and Bacteriology

Dear Professor Jordan:

It is my understanding that your plans for the Summer Quarter include the listed outside instructors. If I am correct will you kindly approve this letter and return it to my office. Duplicate is enclosed for your files.

Sincerely yours,

James H. Tufts

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<tr>
<th>Name</th>
<th>From</th>
<th>Terms</th>
<th>Salary</th>
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<tbody>
<tr>
<td>Sharp, Wm B.</td>
<td>University of Texas School of Medicine</td>
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O.K.
E. O. Jordan
August 7, 1925.

My dear Professor Jordan:

I presume that the review which calls out this somewhat wrathful explosion is from a member of your staff.

I have replied in somewhat general terms, but am sending the letter over to you in case you think there is need of anything more.

It strikes me that probably the less said the better.

Very truly yours,

Dr. E. O. Jordan,
The University of Chicago.

JMT:CB
Mr. I. K. Russell,
6748 North Hilldale Ave.,
Chicago, Ill.

Dear Sir:

I have your letter with reference to your book review. I suppose that a great many reviews are printed which are regarded by the authors of the books as being unfair, and I should think that the proper method of taking up the matter would be through bringing the relevant facts to the attention of the Journal Hygeia. So far as I know this is always recognized as a legitimate method of reply when the author believes that his critic is uninformed or unfair.

It would I think be an impossible task if a university president undertook to act as arbiter in all the professional controversies raised about books and book reviews of members of the faculty. He is necessarily ignorant as to the merits of any professional claim in the hundred various fields. During the past year I have seen some rather violent controversies in fields of history and political science. But those controversies are carried on in the journals devoted to professional subjects, and in the long run the readers of those journals make up their minds as to the rights of the matter.

August 7, 1925.
I have your letter with reference to your book

I suppose that a great many reviewers are printing

which are interested in the economics of the book as being

material and I am sure think that the proper method of taking

out the matter would be stronger printing the relevant facts

to the attention of the continental journals. So far as I know

this is an issue occupying as a legitimate member of both

when the national papers that fine critics is uninterested in

material

It would I think be an impossible task if a

man's life be the basis of an article in all

the continental conservative reviews apart from books and no

were an ornament of society of the country. He is necessarily

important as to the welfare of any professional actor in the

fabric of the world. There are two books I have seen

recently very nice little books which have been published

some time ago in the nature of conservative in line of tradition and

political science but those conservative are carried on

in the country generally to be conservative and are in the

name of the rights of the masses

as to the rights of the masses
Any president who attempted to discuss technical accuracy would put himself in a very awkward situation, and I fail to see in the review any evidence of "political intrigue and the bias of cast and special groups". There is always a question in a book review as to how sharp a comment is justifiable and perhaps no two reviewers would decide it in the same way. But I think in the long run these matters regulate themselves, and a general average of reviews is likely to give a fair estimate.

Very truly yours,

James H. Tufts,
Vice President.
The President: Mr. Secretary, to alleviate the burden imposed by the recent developments in a very serious situation and the need for urgent action to prevent any further complications, I see the need for a clear statement of policy and a specific plan of action. Therefore, I propose a

proposal for a joint conference among the nations involved to discuss the situation and to work towards a peaceful solution. I believe that this approach may be the best way to achieve our common goal of peace and stability.

Very truly yours,

[Signature]

James H. Tarle

Acting President

THE END