Mr. D. H. Stevens  
Faculty Exchange  

Dear Mr. Stevens:

I have run over the list of apparatus suggested in Mr. Allee's letter of February 20. Mr. Allee assures me that all of the apparatus is needed for immediate use in research problems now in progress. I recommend that the expenditures be authorized. If the funds are not available for the entire amount at the present time, I suggest that part of it be allowed now and the rest in July. I think it would be a legitimate charge against the Rosenwald Fund if the amount available from that fund has not been exhausted for the present year.

Very truly yours,

Henry G. Gale  
Dean.
Office of the President

Referred to: Dean Sale

2-21-1929

Please

1. Dispose of as you think best.
2. Answer and retain in your files.
3. Answer and return with carbon of reply for our files.
4. Return with answer on President’s stationery for him to sign.
5. Return
   a) With information called for in writing.
   b) With suggestion of answer in writing.
   c) Comment in writing.
6. Return and arrange for personal interview.
7. Follow through—and report.
8. Initial and return (sent for information only).
10. Send to ___________________________ with covering letter.
11. File under _________________________
12. Make ___________________________ copies.
    Send to ___________________________

[Handwritten note:]

Mrs. Truman

Would like to have expert advice to take to the Com. on Expenditures.

O’S
Mr. D. H. Stevens,
Assistant to the President
Faculty Exchange.

Dear Mr. Stevens:

Enclosed please find a list of apparatus needed by the Department of Zoology in order to carry on the present research program of the staff and graduates. There are no funds available for the purchase of this material in the present budget, accordingly we request a special appropriation from the Rosenwald Fund or some similar source to cover the purchase of these items.

The list price of the apparatus needed is $2,430.50. Your attention is called to the situation in the department due to the recent marked increase in graduate student enrollment (77% since last year), which has taken funds for running expenses and minor equipment that formerly could have been available to cover a part of the present list.

Very sincerely yours,

W. C. Allee
Secretary of the Department.
The immediate request for a list of employees

of the Department of Education to carry on the

business according to the laws and by-laws of the

University

please note that the list furnished for the use of the

Secretary of the Treasurer and for use of the

Secretary of the Finance Committee

very sincerely yours,

(Handwritten)

M. A. L. Lea

Registrar of the Department

M. A. L. Lea

[Signature]

RECEIVED

AUDITOR'S OFFICE

MAR. 1, 1929

AM 6:17

PM 4:01
Memorandum regarding humidity and temperature control in Whitman Laboratory.

Donor's funds furnished the means of constructing two refrigerator rooms in Whitman Laboratory designed for humidity and temperature control and for equipping one of the rooms with apparatus designed to control both factors. From the appropriation of February 9, from the Rosenwald Fund, it has been possible to use $1575.10 to renovate the six ton ammonia compressor used as a cooling unit for all the refrigeration work in Whitman in order that it will be able to carry the load imposed by placing in operation the second room devoted to humidity and temperature control. This added expense had not been anticipated since the compressor had been partially overhauled by the local department of Building and Grounds at the time of its installation in Whitman Laboratory, but was undertaken on advice of Superintendent Lester Ries.

Estimates from the Benz Engineering Corporation, checked by Mr. Morris of the Buildings and Grounds Department, indicate that $1400 more will be needed to supply apparatus to control temperature and humidity within this second room. The second unit is needed in order to carry on adequately controlled experiments where either temperature or humidity is held constant in both rooms and the other factor is varied. Among other projects, work is contemplated concerning the effect of these factors upon coat color in mammals. Doctor Wright's excellent stock of guinea pigs of known heredity offers promising material for such work.

This request is submitted with the approval of Professor F. R. Lillie.

[Signature]

I recommend that $1400 be appropriated from the Rosenwald Fund for purposes stated above.

[Signature]
Hematogenous metastasis and hematoxial growth

...
February 6, 1928

My dear Mr. Gale:

In accordance with your suggestion I shall ask the Board to appropriate $1600 instead of $1200 for equipping the constant humidity temperature room in Whitman Laboratory.

Yours sincerely,

FREDERIC C. WOODWARD

Dean H. G. Gale
Faculty Exchange

FCWEL
In accordance with your instruction.

May 4th N. Cote.

Dear Mr. G. Otte:

Exhibit the report to the appropriate 1860 to 1910 entry of the 1860 to 1910 for the purpose of the committee.

Yours sincerely,

FRANCIS O. WOODWARD

Dean H. G. Otte

Exhibit Exhibit

UNFR
The University of Chicago
The Oden Graduate School of Science
February 3, 1928

Mr. F. C. Woodward
Faculty Exchange

Dear Mr. Woodward:

Mr. Allee tells me that careful estimates on the cost of fixing the constant humidity temperature room in Whitman Laboratory indicate that the expense involved will be about $1600 instead of $1200.

If it is possible, I hope you will increase the amount requested for this item from $1200 to $1600 when you present the matter to the Board of Trustees.

Very truly yours,

Henry G. Gale
Dean.
January 18, 1928

My dear Mr. Gale:

In accordance with your recommendation we shall ask the Board of Trustees at the next meeting to appropriate $1584.00 for the purchase of equipment for the research work in the Department of Zoology referred to in your letter.

Yours sincerely,

FREDERIC C. WOODWARD

Dean H. C. Gale
Faculty Exchange

FCW+L
In accordance with your recommendation
we shall see the hands of inspectors of the
next meeting to appropriate $1,000 for the
purchase of equipment for the research work
in the department of zoology reported to in
your report.

Yours sincerely,

Predrick C. Woodward

Dean of the College

Henry
The University of Chicago
The Ogden Graduate School of Science
January 17, 1928

Mr. F. C. Woodward
Faculty Exchange

Dear Mr. Woodward:

Professor Lillie left word that the Department of Zoology is very much in need of the following equipment for the research work in Whitman Laboratory.

1. For the research work of Dr. Willier:
   - 1 Lillie Paraffine oven $209.00
   - 1 Spencer microtome 175.00

2. For a joint research by Doctors Allee and Wright:
   - $1200.00

The $1200 item is to equip one of the rooms in Whitman with constant temperature and constant humidity devices for a study of the relative values of heredity and environment on coat color in mammals.

On account of our peculiar relations with Dr. Lillie, I hope an appropriation of $1584.00 for this equipment will be made from the Rosenwald Fund or from some other sources.

Very truly yours,

Henry G. Gale
Dean.
Mr. Frederick Woodward,
Presidents Office,
Faculty Exchange.

My dear Mr. Woodward:

Please accept my thanks for the information that you will recommend that $1500.00 be appropriated through the Rosenwald special fund for the purchase of a Ford truck as requested by our department.

Very sincerely yours,

W. C. Allee,
Sec'y. Dept. of Zoology.

WCA:JM
June 1, 1958

[Text not legible due to handwriting and condition of the page.]

[Signature]

M. C. Miller
Sec'y Dept. of Agriculture

DeKalb, Illinois
May 31, 1923

My dear Mr. Allee:

At the June meeting of the Board I shall recommend that $1,300 be appropriated from the Rosenwald Special Fund for the purchase of a Ford truck, as requested by you.

Yours cordially,

FREDERIC WOODWARD

Mr. W. C. Allee
Department of Zoology
Faculty Exchange

FWL
My dear Mr. Vilee:

At the time previous to the Board meeting,

recommend that the $500 be substantial and apportioned to

recommend that, after an ample of a Bauk

it is an addition to your

Yours seriously,

IYEPIC MOOGAN

Mr. W. C. Allen
Department of Records
Supply Expenditure

Reply
The University of Chicago  
Department of Zoology

CHICAGO, ILLINOIS  
May 15, 1928

Mr. Frederick C. Woodward,  
Office of the President  
University of Chicago.

Faculty Exchange.

My dear Mr. Woodward:

I have checked with Mr. Dinsmore concerning the relative cost of purchasing and renting a motor truck for field work in zoology. Mr. Dinsmore informs me that he has recently investigated this carefully and has come to the conclusion that renting is an extravagance. Owners usually will not rent a truck without sending a driver along and the fee for the driver is high. If an owner is found willing to rent without furnishing his own driver, he makes a high charge for self-protection. Mr. Dinsmore advises buying one of the new Model-A Ford trucks. This can be secured with suitable equipment for our purposes for a total cost of $1300.00, a saving of $500.00 as compared with the Reo Speed Wagon.

My own experience is in complete agreement with that of Mr. Dinsmore concerning the relative cost of purchase and renting; and I am entirely willing to follow his suggestion concerning the substitution of one of the new type Fords for the Reo Speed Wagon, originally requested. The Ford representative can promise delivery for June 15, in time for the summer work, if the order is placed immediately. Can funds be made available for this order?

Very sincerely yours,

W. C. Allee

W. C. Allee,  
Sec'y. Dept. of Zoology.
My dear Mr. Woogman,

Professor C. Woodman, Director of the Experimental Laboratory of Chicagoland.

My name is Robert E. Dooley, and I have just completed my graduate work in bacteriology at the University of Chicago. I am writing to apply for a research position in your laboratory. I have been working in the field of bacteriology for several years and have gained significant experience in the study of bacteria and their interactions with various organisms.

I am particularly interested in the research being conducted in your laboratory, and I believe that my background and skills would be a valuable asset to your team. I have experience in conducting experiments and analyzing data, and I am confident that I can contribute to the ongoing projects in the laboratory.

I am especially interested in the research on antibiotic resistance and its implications for the future of medicine. I believe that the work you are doing in this area is crucial and that I can make a meaningful contribution.

I am enclosing a copy of my resume and a brief summary of my qualifications. I would be grateful for the opportunity to discuss my application further. I am available for an interview at your earliest convenience.

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

Sincerely yours,

Robert E. Dooley

P.S. I am available for an interview at your earliest convenience.
May 14, 1928

My dear Mr. Allee:

Dean Gale has transmitted to me the request of your department for a Reo-speed wagon. I appreciate your need of a car, but wonder if you have made an inquiry as to the comparative costs of purchasing and renting. If you have not, I should like to suggest the advisability of doing so. Perhaps Mr. Dinsmore can give you the benefit of experience along this line.

Yours cordially,

FREDERIC C. WOODWARD

Mr. W. C. Allee
Department of Zoology
Faculty Exchange

FCW-L
May 18, 1939

Mr. C. Irvine
Department of Commerce
Grafton, [Date]

Dear Mr. Irvine,

I was pleased to learn that you have been appointed to the Department of Commerce. I understand that you have a strong background in economics and a keen interest in public service. I believe that your appointment will be a great asset to the Department.

I am looking forward to working with you and wish you all the best in your new position.

Sincerely,

[Signature]

Mr. C. Irvine
Department of Commerce
Grafton, [Date]
Dear Mr. Woodward,

I suppose they need it, and could not use any other coat owned by the Union. It is a question of comparative cost of storing and renting in my mind! Your P.C.ole
The field work in Zoology is handicapped by lack of adequate motor equipment. At the present time classes in Field Zoology, Animal Ecology, Animal Behavior and Entomology make expeditions into the country around Chicago. These expeditions are made without collecting equipment too much to be carried on street car or train.

Dr. Henry G. Gale, Department of the Chicago area, the collecting work in Zoology, more and more is being done in relatively inaccessible places as in many of the Forest Preserves, which cannot be covered with bicycles and automobiles. At present such trips are made in cars belonging to staff members or to students. Non-sufficient cars are not usually given for these trips, others must be rented at a high rental.

My dear Doctor Gale:

I am presenting herewith a memorandum from Doctor Allee concerning the need of a motor truck for field work in Zoology. We are hoping that it may be possible to secure funds for this purchase from the Rosenwald Fund. I heartily endorse all that Doctor Allee states on the subject and I would add that when Doctor Salt begins his work in the department, the need for the truck will be considerably increased.

The field trips are a very important part of the training of our students, rather more than in the case of most institutions for the reason that access to collecting grounds in this urban area is so difficult. The field work must be developed and I hope that we may have your support in this request to the Rosenwald Fund.

Yours truly,

F. R. Lillie

F. R. Lillie

FRL:JM
Inc. 1
The letter is not legible due to the quality of the image.
Memorandum concerning need of motor truck for field work in Zoology -- by W. C. Allee.  May 4, 1928

The field work in Zoology is handicapped by lack of adequate motor equipment. At the present time classes in Field Zoology, Animal Ecology, Animal Behavior and Entomology make expeditions into the country around Chicago. These classes use heavy collecting equipment; too much to be carried by hand on street car or train.

With the rapid development of the Chicago area, the collecting work in Zoology is limited more and more to relatively inaccessible places such as are found in many of the Forest Preserves, which cannot be reached readily without automobiles. At present such trips are made in private cars belonging to staff members or to students. When sufficient cars are not donated for these trips, others must be rented at a high rental.

It is difficult to conduct field trips when the class members are scattered through several cars. Aside from the possibilities of motor trouble, it is frequently impossible to stop at strategic points for brief observations.

Four departments conduct extensive field trips. Of these, Geology and Anthropology are each equipped with motor trucks more or less closely adapted to their needs. Botany has a special problem since plants are more easily collected than animals. The field work in Zoology was formerly aided by the occasional use of the Reo truck now taken over for the exclusive use of the Department of Geology.

For the field work now being carried on, the Department of Zoology needs a Reo speed wagon which can be secured properly equipped for $1800, according to the estimate of Mr. G.B. Lavery of the Reo agency at 6127 Cottage Grove Ave. Field work consumes much time and energy at the best. The field work in Zoology can be conducted much more efficiently if this motor equipment is made available.
March 22, 1928

My dear Mr. Newman:

Mr. Gale has referred to me, with his recommendation, your request for a special appropriation of $300 for the study of identical twins. We consider this work both interesting and important, and shall ask the Board of Trustees to make the appropriation at the meeting on April 12. I am confident that the recommendation will be adopted.

Yours cordially,

FREDERIC C. WOODWARD

Mr. H. H. Newman
Department of Zoology
Faculty Exchange

FCWEL
The University of Chicago
Department of Zoology

CHICAGO, ILLINOIS

March 16, 1928

Dean Henry G. Gale
Ogden Graduate School of Science

Dear Mr. Gale:

In accordance with our informal conversation Wednesday night, I am writing you with reference to the need of some additional funds for carrying on a piece of research now in progress. I am in communication with several pairs of identical twins separated in infancy and reared apart. Such cases are so rare that only one such has been studied. This one case has attracted wide attention in biological and psychological circles. The one case that I have completed gives results so different from the published case that I am very eager to see what other cases will show. In order to do this work I have to employ a highly trained field worker, Mrs. Blythe Mitchell. Her years of experience in intelligence testing and statistical methods make her invaluable to me. The need of funds is specifically for salary of Mrs. Mitchell as technical assistant.

I think about $300.00 would carry me through the next quarter, and our departmental budget will hardly bear this at the present time. Could this amount be furnished from a special research fund?

Sincerely yours,

H.H. Newman

[Note: The handwritten note appears to be a separate communication or instruction that is not a part of the main letter content.]
In accordance with our Initial communication from you, I am writing to you with reference to the need for additional funds for activities in the area of...
December 20, 1927.

My dear Mr. Cooke:

Your letter of December 3 was badly delayed because addressed to President Burton. I am glad to say that the facts have been referred to the proper department, but we regret that there is no chance to do any work for the summer of 1928.

Very truly yours,

D. H. Stevens.
Assistant to the President.

Mr. E. G. Cooke,
Charlottesville, Virginia.

DHE W

Sent letter to Dept. of Zoology—Prof. Frank B. Mallie to Bureau of Land Correspondence.
December 5, 1927

Dear Mr. Newman:

I have talked with Dr. C. Judson Herrick on the matter taken up in your letter to me of December 1. Dr. Herrick is out of residence in the winter quarter and it would be impossible, or at best very disturbing, for him to give the lectures at that time. He would, I think, however, have an increased interest in the whole matter.

Quite on my own initiative and without involving you in any way I made the suggestion of the possibility of having him write a concluding chapter for a subsequent edition of the book. He seemed very much interested in it, and if you think wisely of the suggestion will you not have a copy of the book sent to him and take the matter up directly? I feel, personally, that it would be very good to have him write a chapter and believe he could submit a chapter without any embarrassment to the committee in charge. He himself used the phrase that he "might be glad to make a try at it and allow those in charge of the book to determine whether the result was desirable."

Sincerely yours,

Max Mason

President

Mr. H. H. Newman
Department of Zoology
Dear Mr. Haywood,

I have talked with Mr. O. Johnson regarding the matter of your return to our December meeting to have a discussion of the question of whether any of the members of our organization can be of service to the front. I have a feeling that we must do something more to the question of how to aid the front. I hope I shall be able to do so.

Sincerely yours,

Max Haywood

President

Mrs. H. Haywood

Department of Eastport
President Max Mason,
University of Chicago.

Dear Mr. Mason:

Some weeks ago you suggested to me that it would be an excellent move to interest Dr. C. Judson Herrick in the Science Survey course. We have secured no one to give the lectures on the evolution of the vertebrate nervous system.

Two, or possibly three, lectures could be spared for this important subject, and there is no one so well equipped to give them as Dr. Herrick.

At the time when we spoke about this matter it was my understanding that you would approach Dr. Herrick and would let me know the result.

It will soon be necessary for me to get out the schedule of dates for the winter quarter and I would like to know about Dr. Herrick's decision as soon as convenient.

Dr. Judd is to be out of residence during the winter quarter and I must find a substitute for him. This will not be an easy task.

Sincerely yours,

H. H. Newman

H. H. Newman

Department of Zoology
December 1, 1929

Dear Mr. Hochstrasser,

We wish to inform you that Professor Titus has been selected to fill the position of the new professor of architecture. He has accepted and is glad to accept.

Please give the necessary information about the appointment of the new professor early.

Sincerely yours,

[Signature]

R. H. Hochstrasser

Dean
My dear Dr. Mason:

In Dr. Lillie's absence your letter of August 22 regarding the Victor Company's possible willingness to support research of fundamental character in physical therapy has come to me. I shall forward the correspondence to Dr. Lillie at Woods Hole immediately.

Dr. Child, who is at the Scripps Institution for Biological Research in California for the summer, has been interested in ultra-violet radiation for some time. Last winter the Victor people loaned me a mercury vapor arc lamp which we are using with profit in ecological studies.

Dr. Lillie will not return until near the end of September. I am going to Woods Hole at the end of next week and if there is anything that needs to be talked over more fully, I should be glad to be of service.

Very sincerely yours,

W. C. Allee
Secretary, Dept. of Zoology

President Max Mason
Faculty Exchange
Dear President McCracken,

I am writing to inform you of the recent developments in the Department of Sociology at the University of Chicago. As you are aware, the department has experienced a significant growth in enrollment and research activities over the past year.

The current enrollment in our Sociology programs has increased by 20%, which is a testament to the quality of our faculty and the reputation of the university. Furthermore, our research projects have received substantial funding from various organizations, including the National Science Foundation and the Social Science Research Council.

To accommodate this growth, we have initiated a new hiring process for additional faculty members. This process will be led by our current chair, Professor John Smith, and is aimed at attracting scholars with expertise in various fields of sociology.

In addition to these developments, we are also planning to expand our graduate program and offer new courses that focus on interdisciplinary research. Our goal is to foster a community of scholars who can contribute to the advancement of sociological knowledge.

I hope this information is useful. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

[Signature]

W.J. Martin
Secretary, Department of Sociology
August 22, 1927

Dear Dr. Lillie:

I understand that it is possible that the Victor Company may be willing to support research of fundamental character having reference to physical therapy; that is, I believe would be interested in the sort of work you have already started, and would not restrict their interest to direct application therapeutics. If you have any work bearing on this question which would be aided by financial support from the company it is possible that they would grant this. I should be glad to discuss the matter with you at your convenience.

Yours sincerely,
Max Mason

President

Mr. F. H. Lillie
Faculty Exchange
Dear Mr. Miller:

I understand that you are planning to purchase some equipment for the company. We have been informed by several independent sources that the equipment you are considering is not suitable for our specific needs. In fact, we have received several complaints from other companies who have purchased similar equipment.

We have conducted a thorough analysis of the equipment and found that it is not reliable and will not meet our requirements. We strongly recommend that you consider alternative options.

I hope this information is helpful to you. Please let me know if you have any questions or concerns.

Yours sincerely,

[Your Name]

[Position]
November 12, 1926

To Messrs. W. C. Allee, and
Paul MacClintock:

The outline of our survey courses for the coming year shows a need of assistance in your field. Consequently I am writing to see if you will take service on the Survey Course Staff.

If you will talk the matter over with Professor Newman, he will let me know the outcome of the discussion.

I hope that this participation will not alter seriously your own plans for the next year.

Sincerely yours,

Max Mason

President

MM R

CC to Professor Newman
The office of our many names for the entire year

I have a need of assistance in your role of "Fifth Agreement."

I expect to see if you will give evidence of your knowledge and commitment.

I hope that the participation with me other

brevity. Your plan for the next year.

Next year.

I am.

Of Professor Newman
President Max Mason,
University of Chicago,
Chicago, Ill.

Dear Dr. Mason,

I have been authorized by the Survey course committee to nominate two additional conference leaders for the "Nature of the World and of Man." After careful consideration of those possibly available, I have decided to nominate Dr. W. C. Allee and Dr. Paul McClintock. It was the sentiment of the survey course committee that invitations to join the survey staff would be more likely to bring results if reinforced by executive request. Will you therefore communicate with these gentlemen indicating to them the value and importance of the services that would be rendered by them in cooperating with this enterprise.

Thanking you very much for any assistance you may be able to give in this matter, I am

Cordially yours,

[Signature]
I have been supported by the Survey Committee for the development of the "Geological Survey of Illinois". I have been conducting research in the fields of paleontology and stratigraphy. My work has focused on the study of fossil assemblages and their implications for understanding the Earth's history. I would appreciate your advice on how to proceed with my research.

Thank you very much for your assistance. I may be able to provide you with more detailed information if you require it.

Sincerely,

[Signature]

[Name]
President Max Mason,  
Faculty Exchange.

My dear Dr. Mason:

Dr. Clifford W. Wells, in charge of the Medical Fellowships of the Rockefeller Foundation, has sent to me one of their fellows, Dr. Gregor T. Popa of the University of Bucharest, for research in embryology during the coming year.

I wish to suggest that the University extend to Dr. Popa the courtesies of the Department of Zoology usually extended to the National Research Council Fellowships for the reason that the Medical Fellowships of the Rockefeller Foundation are on the same basis.

While I am sure that Dr. Wells, as well as myself, would appreciate the extending of this courtesy to Dr. Popa, I have added below information concerning his record, sent to me by Dr. Wells.

Thanking you, I am,

Sincerely yours,

[Signature]

Frank R. Lillie

DR. GREGOR T. POPA: age 33; married; citizen of Rumania.  
Experience: preparator, laboratory of anatomy, Jassy Medical Faculty, six years (during medical training); first assistant, laboratory of anatomy and embryology,
Dear [Name],

I write to support your application for the position of [Position] at the University of Chicago. I am familiar with the department and its faculty, and I am confident that you will be an excellent addition to the team.

I have had the pleasure of working closely with Dr. [Name], who has been instrumental in my own academic and professional development. I believe that your experience and qualifications make you an ideal candidate for this position.

Please let me know if you need any additional information or references.

Sincerely,
[Your Name]

[Signature]
Faculty of Medicine, Bucharest, his present position, five years. **Education:** M.D., Faculty of Medicine, University of Jassy, 1920. Upon completion of fellowship studies he will be appointed Professor of Anatomy, Faculty of Medicine, Jassy.