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Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
THE TEACHER BUREAU
Harrisburg

13-1

P R O C E E D I N G S
of the
Meetings of the Board of Presidents
State Teachers Colleges
June 1, 1932 to May 31, 1933

BLOOMSBURG

I N D E X

Proceedings of the Meetings

of the

Board of Presidents, State Teachers Colleges

June 1, 1932 to May 31, 1933

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JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Tuesday, July 5, 1932

A special meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the Superintendent's Conference Room in the Department of Public Instruction, Harrisburg, Pennsylvania and was called to order by the chairman at 10 A. M.

The following were present:

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|------------------------|------------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| Leslie Pinckney Hill | Cheyney |
| G. C. L. Riemer | Clarion |
| T. T. Allen | East Stroudsburg |
| C. C. Crawford | Edinboro |
| Charles R. Foster | Indiana |
| A. C. Rothermel | Kutztown |
| Dallas W. Armstrong | Lock Haven |
| William R. Straughn | Mansfield |
| Landis Tanger | Millersville |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |

James N. Rule, Chairman
Henry Klowner, Secretary

1. Report of Curricular Revision Committee

Doctor J. Linwood Eisenberg, Chairman of the Curricular Revision Committee, reported for the committee.

He presented an "Elementary Curriculum in Cooperative Education" leading to the Degree of B. S. in Education, and stated that this curriculum placed emphasis on directed learning.

Doctor Rule suggested that this be called a variant of the elementary curriculum with specific emphasis on the individualized techniques of learning.

Doctor Rowland was inclined to feel that one of the chief advantages was in the fact that the curriculum did stand out as something different. He seemed to think that what is needed most in Pennsylvania today is some place which certain progressive Superintendents could get teachers specifically prepared in this procedure. Unless this differentiation in name can be made, he questioned the advisability of inaugurating such a curriculum.

He further stated that the very crisis through which we are passing, the economic situation, the pressure and the unrest, and the social ignorance that is being displayed at this time, seems to assume the need for educational leadership. It seemed a wise thing and not an unwise thing at this time. It would appear that by raising the standards we will take up the surplus and prepare better teachers.

Doctor Haas asked if he had thought of the implications the word "Cooperative Education" held for the other State Teachers Colleges and whether he would solicit students from any part of the State for this curriculum.

Doctor Rule stated that he would like very much if the curriculum could be considered a variant of the elementary curriculum and then call special attention to the point wherein it does differ from the regular elementary curriculum.

Doctor Rule stated that he felt Doctor Rowland should have at least tentative approval at an early date if he is to get anywhere with this curriculum for next year and if the matter is delayed much longer, it cannot be begun in September.

Doctor Rule, at the conclusion of the discussion, suggested that action be postponed on this item until the next meeting of the Board, August 1, 1932.

Doctor Rowland stated that he wanted to express his personal appreciation to the members of the Curricular Revision Committee and to the members of the Board for the constructive suggestions which were offered.

2. Projected Teacher Preparation Program

Doctor Rule presented a confidential statement outlining briefly a program for the control of the supply and demand of teachers in the Commonwealth. Each President was asked to study carefully the plan and reply directly to Doctor Rule as to the feasibility of the plan. This matter was considered in executive session.

Upon motion made by Doctor Haas and seconded by Doctor Foster it was unanimously voted that Doctor Rule be thanked for presenting to the Board his tentative program for teacher preparation, and it was agreed that the Presidents individually should react to specific items of the program as desired.

3. Editorial in The Patriot, July 2, 1932.

Doctor Rule asked Mr. Klonower to read an editorial that appeared in The Patriot, a Harrisburg morning newspaper, which demonstrated the misinformation which many public minded people have with reference to the State Teachers Colleges. A copy of the editorial follows with Doctor Rule's reply thereto as Exhibit "A".

The meeting adjourned at 12:30 for luncheon to reconvene at 1:30 P.M.

The meeting reconvened at 1:30 P. M. with Doctor Rothermel, Chairman pro tem.

4. Report of Calendar Committee re summer sessions for 1932

Doctor Haas, Chairman of the Calendar Committee, presented the following report relative to the matter of staggering summer sessions in order that students might if it were desired secure a maximum of twelve semester hours during the summer. The Committee proposed the following program:

Divide the Teachers Colleges into two groups -- Group I to consist of Edinboro, Clarion, Lock Haven, California, Mansfield, Millersville, and West Chester. For this group the summer session would begin June 5 and close July 15, 1933. Group II would consist of Slippery Rock, Indiana, Bloomsburg, Shippensburg, Kutztown, and East Stroudsburg. For this group the summer session

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DIVISION OF THE PHYSICAL SCIENCES
DEPARTMENT OF CHEMISTRY

would begin July 17 and end August 26, 1933.
Cheyney would arrange a calendar to suit the
best needs of the institution.

Discussion was also given to the question of developing
the summer session work on a three-week-unit basis.
This would make it possible for students to get variations
of credit ranging from three to twelve.

Finally, upon motion by Doctor Steele and seconded by
Doctor Riemer and unanimously passed, it was resolved that
the schedule as proposed with the dates proposed together
with the development of courses on a three-week-unit basis
be approved.

Doctor Haas was of the opinion that it might be advisable
to discuss further the matter of the advisability of
uniformity in developing three-week-unit courses, since it
is probable that questions having to do with training
school adjustments and fees would be raised. This, however,
is not vital to the main proposition to stagger the summer
session work of the institutions on a two-group basis, and
he suggested, therefore, that this phase of the problem be
discussed briefly at the meeting to be held in Harriburg,
August 1, 1932.

5. Report of special committee re "Retail Stores"

Doctor Haas, Chairman of the special committee having to do
with Retail Stores, made a brief statement to the effect that
Doctor Rule had addressed the Attorney General under date of
June 16, relative to this matter and that this was the last
move that had been made.

The meeting adjourned at 4:00 o'clock P.M. to reconvene
August 1, 1932 in the Superintendent's Conference Room,
Department of Public Instruction.

Approved: Henry Klonowicz Secretary
with reservations noted above
July 22, 1932

James H. Rule
Superintendent of Public Instruction

*Approved with field
James H. Rule*

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY

REPORT OF THE COMMITTEE ON THE
PROGRESS OF THE DEPARTMENT OF CHEMISTRY
DURING THE YEAR 1900

Presented to the Board of Trustees
at the meeting held on the 15th day of
June, 1901

By the Committee,
J. H. VAN VLIET, Chairman
W. B. BAKER, Secretary

CHICAGO, ILL.,
1901

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THE PATRIOT - An Editorial
Harrisburg, Saturday, July 2, 1932

.. MARKET GLUTTED

It seems very likely that the special legislative session will reduce substantially the number of State teachers colleges in the State, which now total fourteen. Principally this will be done as an economy measure aimed to ease the effects of the depression.

In the opinion of pedagogues and others there is a better reason, depression or no depression. Teachers trained for public school work in Pennsylvania are a glut on the market. Inquiry has shown that between the teachers colleges and the other colleges of the State, 4476 persons were qualified for teachers in 1931.

How ridiculous this is in light of the fact that the average annual demand for new public school teachers in the State is only 1500. The supply exceeds the demand which means waste of time and money both for the educational institutions which the State supports and the students thus trained.

When a few years ago virtually all the State's normal schools were transformed into teachers colleges, prominent and thoughtful educators foresaw precisely what has happened. For generations there had been left to the liberal arts colleges of the State the opportunity for training men and women for high school teachers. Even they, with an annual output of 3600, were adding to the congestion.. The creation of teachers colleges merely aggravated the situation.

It is almost cruel to encourage boys and girls to train themselves for public school teachers when no matter how capable they are, only one in three can possibly get a position, perhaps for years following their graduation. If the number of these teacher colleges is reduced, it will be a service not only to the taxpayers but to the boys and girls whose life vocations are being wrecked for reasons for which they are not entirely responsible.

THE PATRIOT - An Editorial
Harrisburg, Thursday, July 7, 1932

DR. RULE'S EXPLANATION

This newspaper was glad yesterday to give generous space to a letter from Dr. James N. Rule, Superintendent of Public Instruction, correcting our own and the public's impression of an over-supply of public school teachers in the State. That an oversupply does exist is not questioned, but the extent of it is not so marked as was the understanding.

Doctor Rule shows quite clearly that the "glut" in the teachers' market applies more particularly to the high school situation and that the State Teachers Colleges have contributed less to it than the liberal arts college. How true this is becomes apparent in the figures which show the liberal arts this year graduating 3600 and the Teachers Colleges 916 to meet a demand of only 1500 high school teachers.

The gap between supply and demand is not nearly so marked in the elementary teacher field, a field to which the Teachers College makes a more direct and larger contribution. Even here, Doctor Rule says, a plan is in operation to adjust supply and demand so far as control over State Teachers Colleges is possible.

This, of course, is a considerate thing both for the taxpayers and embryonic teachers. Nothing could be more deplorable than to glut the market with public school teachers. Present economic conditions probably have made the teacher situation acute because men and women are turning to it now, whereas under more normal conditions the school teacher's desk would be less alluring.

For an understanding of the teacher supply market, the forces that are at work and the financial cost of teacher college support, Doctor Rule's letter is thoroughly worth reading.

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
Harrisburg

C O P Y

July 5, 1932

Mr. Dean Hoffman
Editor, The Patriot

Dear Mr. Hoffman:

I have read with great interest your editorial of July 2 on "Market Glutted."

Your editorial indicates that as an economy measure there is a possibility of a reduction in the number of State Teachers Colleges by the Legislature at the current special session. It also indicates "a better reason" for the proposed reduction in the number of State Teachers Colleges, namely that "Teachers trained for public school work in Pennsylvania are a glut on the market." Then follow what are intended to be supporting figures, but it is evident that the source of information was incorrect or erroneously interpreted. You report that 4476 persons were qualified as teachers in 1931 whereas "the average annual demand for new public school teachers in the State is only 1500."

The clear impression that this statement makes is that this figure of 1500 new teachers needed each year covers the annual demand for both elementary and secondary school teachers in Pennsylvania. This statement should be qualified to indicate that 1500 is the number of high school teachers only that are needed annually. In addition to 1500 high school teachers, approximately 3500 new elementary school teachers are needed annually to replace teachers leaving service and to provide for normal growth in school population. These are the numbers of new teachers actually absorbed by our public school system during the school years 1930-1931 and 1931-1932, or approximately 5000 public school teachers in each of the past two years.

It is said that the market for high school teachers is now glutted. In 1931 the Department of Public Instruction issued high school certificates to 3606 graduates of Arts Colleges of Pennsylvania and 945 to graduates of State Teachers Colleges. Of the high school certificates issued to teachers college graduates, 321 were trained in

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the so-called special fields such as music, art, physical education, home economics, and industrial arts, for which the teachers colleges are the principal source of supply. In these special fields the surplus is not as yet serious. The Arts Colleges confine themselves, with but few exceptions, to the academic fields such as English, history, science, mathematics, and the languages. In 1932 the teachers colleges graduated 613 prospective high school teachers of academic subjects, whereas the Arts Colleges, according to the best estimates at hand, prepared approximately 3600. Consider these figures. For the current year the Arts Colleges have prepared 85.5 per cent of the total number of high school academic teachers and the State Teachers Colleges 14.5 per cent. This is the story of the "glut" and its source.

The teachers colleges are practically the only source of supply for the 3500 new elementary teachers needed annually in Pennsylvania. The Arts Colleges generally do not prepare nor desire to prepare elementary school teachers. A small number of graduates of Arts Colleges were certificated in 1931 for the elementary field. The surplus of elementary teachers at the present time is not large but is growing.

By exacting more selective requirements for entrance and graduation the Board of Presidents of the State Teachers Colleges has taken effective concerted action to keep the supply of elementary and high school teachers well within sight of the normal demand. The recent action of the State Council of Education increasing elementary school requirement to four years of post high school professional preparation, effective in 1936, will strongly support the restrictive policy of the teachers colleges in this field.

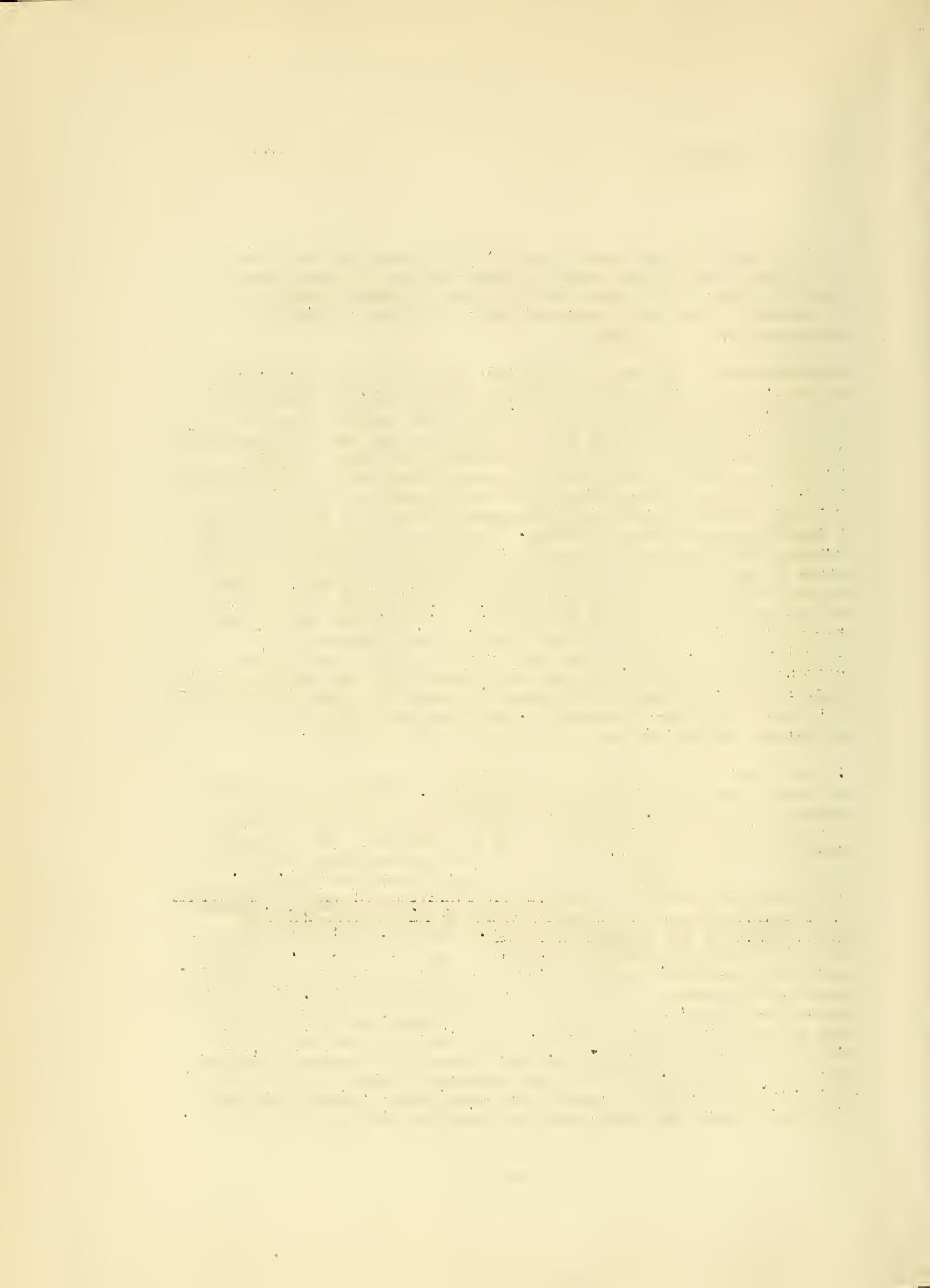
This action of the State Council of Education is in the nature of an emergency measure to insure control of the elementary school situation, which is entirely possible since preparation of elementary school teachers is carried on practically entirely in State-owned, State controlled professional schools. Moreover, the effective date, September 1936, has been set far enough ahead so as to permit any adjustments or changes in the new standard as may later prove wise and necessary either by postponing the effective date or eliminating it entirely. The new standard is not retroactive and so does not affect teachers now in service. New entrants into the elementary field until the time when the full requirement is exacted may, if they so elect, begin elementary school work upon completion of two years of professional preparation with provision for periodic renewals every three years upon basis of additional preparation that can be gained while in service either

July 5, 1932

through summer or extension courses. This plan provides for continuous professional growth without placing an undue burden upon the teacher and brings the teachers by gradual stages ultimately to the full four-year level, when full, permanent certification is acquired.

Control of the high school situation is not so easy, involving as it does the programs and policies of Arts Colleges whose aims are pre-professional and general rather than specific and professional. Moreover, many Arts College students take the necessary teacher preparation courses in connection with their regular academic courses in order to add another vocational string to their bows. In times of depression like the present or while one is getting started in some other profession or waiting to be married, a teaching job may come in handy. These are the ones that are now crowding the high school teaching situation and comprise probably about 30 per cent of the Arts College graduates who secure high school certification. The answer to the problem of controlling the surplus of high school teachers lies in severely restricting the number of both arts and teachers colleges preparing high school teachers, and exacting more selective requirements for entrance to and graduation from curriculums for high school teaching, limiting successful candidates to those who possess the requisite mental ability, personality, and physical fitness and are definitely looking forward to teaching as a profession.

It will also be of interest to you and your readers to know what the State Teachers Colleges cost the State. The facts are not generally known or understood. The State budgets show for the current biennium an appropriation of \$10,512,000 to the several State Teachers Colleges. But of this sum approximately \$6,000,000 are paid by the students for cost of board, room, and laundry. Under the Administrative Code all such collections must be deposited in the general fund of the State Treasury and re-appropriated specifically by the General Assembly. The net cost to the State, therefore, is approximately \$4,400,000, not \$10,512,000. Moreover, under the Governor's economy program the presidents of these colleges by drastic economies will turn back approximately \$700,000 of this amount into surplus that can be used for unemployment relief or to help balance the general budget. The actual net cost then to the State of maintaining these fourteen colleges this current biennium will not exceed \$3,700,000 for the training of over 11,000 of Pennsylvania's fine, earnest, ambitious young people, chosen not only from rural areas and small towns but from the larger urban centers.



#4

Mr. Dean Hoffman

July 5, 1932

The actual net cost amounting to not more than \$3,700,000 does not appear to be an excessive amount in comparison with the appropriation for the current biennium of \$9,070,000 for the maintenance and development of seven independent colleges and universities not under State control, the wisdom and necessity of which appropriation no one questions.

The problem of equating teacher supply and demand is no different from that found in practically all occupations and professions. If too restrictive measures are taken in any one, the problem is only complicated and made more difficult for all the rest. Undoubtedly reasonable restrictive measures must be taken in the field of teacher preparation but these must be adopted in the light of the needs of the public schools, the success of specific institutions both Arts Colleges and Teachers Colleges, most effective in meeting the State's standards, and the fiscal resources of the Commonwealth.

Please accept my appreciation for this opportunity to present these facts and points of view to your wide circle of readers.

Sincerely yours,

(S) JAMES N. RULE

R K b

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Monday, August 1, 1932

D O C K E T

I. Reading and consideration of the minutes of the meetings of the Board of Presidents held at Harrisburg, May 13, 1932 and July 5, 1932.

II. Unfinished Business

1. Report of the Curricular Revision Committee
 - A. Special curriculums
 1. Art Education
 2. Commercial Education
 3. Health Education
 4. Home Economics
 5. Kindergarten Education
 6. Music Education
 - b. Curriculum in Cooperative Education
2. Report of committee on "Stores conducted at the State Teachers Colleges"
3. Report of Calendar Committee on "Summer Sessions - 1933"
4. Report of committee on "Centralized Purchasing for the State Teachers Colleges"
5. Informal Opinion No. 107 from the Deputy Attorney General re - Refunds to Students in the State Teachers Colleges.
 - A. Report of Committee

III. New Business

1. Composite advertisement in the Pennsylvania School Journal
2. Adult Education Movement
3. Opportunities in Professional Service Areas
4. Annual Conference of the Faculties of the State Teachers Colleges
 - A. Student Forum

5. Printing of Hand-books at State expense
6. Publication of college papers
7. Standardization of administrative forms
8. Publication of Annual Catalogues in the State Teachers Colleges
9. Tuition fee for students in the State Teachers Colleges
10. The necessity of State Teachers Colleges rendering free service to County Superintendents in the organization of their institute-substitute programs
11. Room rental for off-campus students
12. Appointing the Deputy in charge of the Curriculum Bureau as a permanent member of the Curricular Revision Committee
13. Rent for Real Estate-State Teachers Colleges
14. Summary of Enrollments in the State Teachers Colleges for the year June 1, 1931 to May 31, 1932
15. List of graduates who received certificates of graduation between June 1, 1931 and May 31, 1932.
16. List of graduates who received certificates of graduation in May 1932 in the State Teachers Colleges
17. Comparative enrollments in the State Teachers Colleges - Summer sessions 1930-1931-1932
18. Distribution of 1932 summer session students
19. Publicity re new four-year requirement in elementary education



JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Monday, August 1, 1932

A regular meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the Superintendent's Conference Room of the Department of Public Instruction, Harrisburg, Pennsylvania, and was called to order by the Chairman at 9:30 o'clock.

The following were present:

| | |
|------------------------|------------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| Leslie Pinckney Hill | Cheyney |
| G. C. L. Riemer | Clarion |
| T. T. Allen | East Stroudsburg |
| C. C. Crawford | Edinboro |
| Charles R. Foster | Indiana |
| A. C. Rothermel | Kutztown |
| Dallas W. Armstrong | Lock Haven |
| William R. Straughn | Mansfield |
| Landis Tanger | Millersville |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |

James N. Rule, Chairman
Henry Klonower, Secretary

1. Approval of minutes of the meetings of the Board of Presidents, held in Harrisburg, May 13, 1932 and July 5, 1932.

On motion of Doctor Cameron seconded by Doctor Tanger it was voted that the minutes of the meeting of May 13, 1932 be approved as submitted.

On motion of Doctor Cameron seconded by Mr. Allen it was voted that the minutes of the meeting of July 5, 1932 be approved as submitted.

II. Unfinished Business

1. Report of the Curricular Revision Committee

A. Special Curriculums

1. Art Education
2. Commercial Education
3. Health Education
4. Home Economics
5. Industrial Arts Education
6. Music Education
7. Kindergarten Education

In order to save time and proceed with the discussion of other items on the docket, Doctor Rule, State Superintendent, asked Doctor Eisenberg to distribute copies of all the special curriculums among the members of the Board. He asked the Presidents of the institutions interested in the special curriculums to take the matter up with Doctor Eisenberg in writing if there appeared to be any differences of opinion concerning the several special curriculums.

Doctor Rule further suggested that the Curricular Revision Committee, through its Chairman, Doctor Eisenberg, be given the authority of power to act together with the approval of the State Superintendent.

Doctor Eisenberg distributed the curriculums to the several members of the Board.

On motion of Doctor Haas seconded by Doctor Straughn it was voted that the Board authorize the Curricular Revision Committee to approve such of these special curriculums before the next meeting of the Board as are mutually agreed upon between the institutions involved with the understanding that any point on which they can not agree be referred to the Board for its consideration at the next meeting.

Copies of the approved curriculums follow:

FOUR-YEAR CURRICULUM IN PUBLIC SCHOOL ART
ARRANGEMENT OF COURSES BY SEMESTERS
 SUBJECT TO MODIFICATION FOR ADMINISTRATIVE PURPOSES

| | First Semester | Class Hours | Semester Hrs. Credit |
|---|----------------|----------------|-------------------------|
| *Introduction to Teaching (Include Social Guidance on the Campus) | | 3 | 3 |
| *English I | | 3 | 3 |
| *Science I --Biology (Include physiology of the nervous system as a basis for psychology) | | 4 | 3 |
| Drawing I | | 10 | 5 |
| Modeling | | 4 | 2 |
| *Physical Education I | | 3 | 1 |
| | | <u>27</u> | <u>17</u> |

Second Semester

| | | | |
|--|-----------|-----------|------------|
| *English II | | 3 | 3 |
| *English Activities (Include library, voice, dramatics) | | 3 | 3 |
| Elementary Industrial Arts | | 10 | 5 |
| Media (Painting) | | 5 | 2½ |
| Design I | | 6 | 3 |
| *Physical Education II | | 3 | 1 |
| | | <u>30</u> | <u>17½</u> |

Third Semester

| | | | |
|--------------------------|-----------|-----------|------------|
| *Literature I | | 3 | 3 |
| *History of Civilization | | 3 | 3 |
| Drawing II (Advanced) | | 10 | 5 |
| Color | | 6 | 3 |
| Pottery | | 5 | 2½ |
| | | <u>27</u> | <u>16½</u> |

Fourth Semester

| | | | |
|---|-----------|-----------|-----------|
| *Psychology I | | 3 | 3 |
| *Literature II | | 3 | 3 |
| Design II | | 5 | 2½ |
| Instrument Drawing (Mechanical Drawing) | | 6 | 3 |
| Costume Design | | 6 | 3 |
| Home Planning | | 5 | 2½ |
| | | <u>28</u> | <u>17</u> |

Fifth Semester

Class Semester
Hours Hrs. Credit

| | | |
|--|----------|----------|
| *Psychology II | 3 | 3 |
| *American Government | 3 | 3 |
| Elements of Pictorial Expression and Illustration | 6 | 3 |
| Advanced Design and Color (Applied to Pageantry, Stage Setting and Lighting, Commercial Arts, Etc.) | 6 | 3 |
| Education Through the Fine and Industrial Arts . | <u>6</u> | <u>3</u> |
| | 24 | 15 |

Sixth Semester

| | | |
|--|-----------|----------|
| *History and Philosophy of Education | 4 | 4 |
| (Include History of Education in Pennsylvania and School Law) | | |
| *Educational Sociology | 3 | 3 |
| Advanced Drawing and Painting | 3 | 3 |
| Crafts | <u>12</u> | <u>6</u> |
| | 22 | 16 |

Seventh Semester

| | | |
|--|----------|----------|
| Student Teaching and Conferences | 11 | 7 |
| Techniques of Teaching | 2 | 2 |
| Art History and Appreciation | <u>5</u> | <u>5</u> |
| | 18 | 14 |

Eighth Semester

| | | |
|--|----------|----------|
| Student Teaching and Conferences | 10 | 7 |
| The Art Curriculum for the Public School | 5 | 5 |
| Elective | <u>3</u> | <u>3</u> |
| | 18 | 15 |

* Core subjects:

| | |
|-------------|----------|
| Core | 33 |
| Academic | 9 |
| S. Teaching | 16 |
| Theory | 13 |
| Practical | 54 |
| Elective | <u>3</u> |
| Total | 128 |

1. The first part of the report...

2. The second part of the report...

3. The third part of the report...

4. The fourth part of the report...

5. The fifth part of the report...

6. The sixth part of the report...

7. The seventh part of the report...

FOUR-YEAR CURRICULUM IN HEALTH EDUCATION
ARRANGEMENT OF COURSES BY SEMESTERS
 SUBJECT TO MODIFICATION FOR ADMINISTRATIVE PURPOSES

| First Semester | Class Hours | Semester Hrs. Credit |
|---|----------------|-------------------------|
| *Introduction to Teaching (Include Social Guidance on the Campus) | 3 | 3 |
| *English Activities (Include library, voice and dramatization) | 3 | 3 |
| *Science I - Biology (Include physiology of the nervous system as a basis for psychology) | 4 | 3 |
| *History of Civilization | 3 | 3 |
| First Aid | 2 | 1 |
| Gymnastic Activities I | 3 | 1 |
| Athletic Activities I | 3 | 1 |
| Aquatic Activities I | 3 | 1 |
| | 24 | 16 |

Second Semester

| | | |
|-----------------------------------|----|----|
| *Psychology I | 3 | 3 |
| *English I | 3 | 3 |
| *Hygiene I | 3 | 3 |
| Chemistry I | 4 | 3 |
| *Handwriting | 2 | 1 |
| Gymnastic Activities II | 3 | 1 |
| Athletic Activities II | 3 | 1 |
| Aquatic Activities II | 3 | 1 |
| | 24 | 16 |

Third Semester

| | | |
|------------------------------------|----|----|
| *English II | 3 | 3 |
| Descriptive Anatomy | 4 | 4 |
| Play and Playgrounds | 3 | 2 |
| Chemistry of Nutrition | 4 | 3 |
| Gymnastic Activities III | 3 | 1 |
| Athletic Activities III | 3 | 1 |
| Elective | 3 | 3 |
| | 23 | 17 |

Fourth Semester

| | | |
|--|----|----|
| *Literature I or Literature II | 3 | 3 |
| *American Government | 3 | 3 |
| Physiology | 4 | 4 |
| Gymnastic Activities IV | 3 | 1 |
| Athletic Activities IV | 3 | 1 |
| Elective | 3 | 3 |
| | 19 | 15 |

Fifth Semester

| | | |
|--|----------|----------|
| *Educational Measurements | 2 | 2 |
| *Visual Education | 2 | 1 |
| School and Community Hygiene (Include teaching of health) | 3 | 3 |
| *Art IV (History and Appreciation of Art.) | 3 | 2 |
| *Music III (History and Appreciation of Music) | 3 | 2 |
| Gymnastic Activities V | 3 | 1 |
| Athletic Activities V | 3 | 1 |
| Folk Dancing | 3 | 1 |
| Elective | <u>3</u> | <u>3</u> |
| | 25 | 16 |

Sixth Semester

| | | |
|------------------------------------|----------|----------|
| *Educational Sociology | 3 | 3 |
| Anatomy II | 2 | 2 |
| Physiology of Exercise | 2 | 2 |
| Individual Gymnastics | 3 | 2 |
| Principles and Methods of Coaching | 2 | 1 |
| Gymnastic Activities VI | 3 | 1 |
| Athletic Activities VI | 3 | 1 |
| Athletic Dancing | 3 | 1 |
| Elective | <u>3</u> | <u>3</u> |
| | 24 | 16 |

Seventh Semester

| | | |
|--|-----------|-----------|
| Student Teaching and Conferences | 21 | 14 |
| Techniques of Teaching | 2 | 2 |
| (The technique to include special technique in Health and Physical Education) | | |
| | <u>23</u> | <u>16</u> |

Eighth Semester

| | | |
|--|----------|----------|
| *History and Philosophy of Education | 4 | 4 |
| (Include History of Education in Pennsylvania and School Law) | | |
| Administration & Supervision of Physical Education | 2 | 2 |
| Festivals and Pageants | 2 | 2 |
| Gymnastic Activities (7-8) | 6 | 2 |
| Elective | <u>6</u> | <u>6</u> |
| | 20 | 16 |

*Core Subjects

| | |
|-----------|-----------|
| Teaching | 16 |
| Core | 45 |
| Elective | 18 |
| Theory | 30 |
| Practical | <u>19</u> |
| Total | 128 |

FOUR-YEAR CURRICULUM IN HOME ECONOMICS
ARRANGEMENT OF COURSES BY SEMESTERS
 SUBJECT TO MODIFICATION FOR ADMINISTRATIVE PURPOSES

| | First Semester | Class Hours | Semester Hrs. Credit |
|---|----------------|----------------|-------------------------|
| *English I | | 3 | 3 |
| *Science I---Biology (Include physiology of nervous system as a basis for psychology) | | 4 | 3 |
| Clothing I | | 6 | 3 |
| Inorganic Chemistry I | | 4 | 3 |
| Principles of Design I | | 4 | 3 |
| *Physical Education I | | 3 | 1 |
| | | <u>24</u> | <u>16</u> |

Second Semester

| | | | |
|--|--|-----------|-----------|
| *Introduction to Teaching (Include social guidance on the campus) | | 3 | 3 |
| *English II | | 3 | 3 |
| Biology II | | 4 | 3 |
| Inorganic Chemistry II | | 4 | 3 |
| Principles of Design II | | 3 | 2 |
| Food I | | 7 | 3 |
| | | <u>24</u> | <u>17</u> |

Third Semester

| | | | |
|--|--|-----------|-----------|
| *English Activities (Include library, voice, dramatization) | | 3 | 3 |
| Organic Chemistry | | 4 | 3 |
| Home Management I | | 3 | 2 |
| Clothing II | | 6 | 3 |
| Applied Design I (Costume) | | 3 | 2 |
| Home Care of the Sick | | 3 | 2 |
| | | <u>22</u> | <u>15</u> |

Fourth Semester

| | | | |
|--|--|-----------|-----------|
| *Psychology I | | 3 | 3 |
| Biological Chemistry | | 4 | 3 |
| Foods II | | 5 | 3 |
| Applied Design II (Home Planning and Furnishing) | | 4 | 3 |
| Clothing III | | 6 | 3 |
| *Physical Education II | | 3 | 1 |
| | | <u>25</u> | <u>16</u> |

| Fifth Semester | Class Hours | Semester Hrs. Credit |
|---|-------------|----------------------|
| *Student Teaching and Conferences | 9 | 6 |
| (Include experience in conducting the school lunch) | | |
| *History of Civilization | 3 | 3 |
| Household Physics | 4 | 3 |
| Nutrition | 4 | 3 |
| | <u>20</u> | <u>15</u> |

Sixth Semester

| | | |
|---|-----------------------------------|-----------|
| *Student Teaching and Conferences | 4 $\frac{1}{2}$ | 3 |
| Children's Literature | 3 | 3 |
| Economics | 3 | 3 |
| Clothing IV (Costuming) | 4 | 2 |
| Home Management II | 3 | 3 |
| Home Management III | 3 | 3 |
| | <u>20$\frac{1}{2}$</u> | <u>17</u> |

Seventh Semester

| | | |
|---|-----------------------------------|-----------|
| *Student Teaching and Conferences | 4 $\frac{1}{2}$ | 3 |
| *Techniques of Teaching | 2 | 2 |
| *Literature I or Literature II | 3 | 3 |
| *American Government | 3 | 3 |
| *Educational Sociology | 3 | 3 |
| Child Development | 3 | 2 |
| | <u>18$\frac{1}{2}$</u> | <u>16</u> |

Eighth Semester

| | | |
|---|-----------|-----------|
| *Student Teaching and Conferences | 3 | 2 |
| *History and Philosophy of Education | 4 | 4 |
| (Include History of Education In Pennsylvania and School Law) | | |
| Dramatic English | 3 | 3 |
| Clothing V | 3 | 2 |
| Family Relationships | 2 | 2 |
| Elective | 3 | 3 |
| | <u>18</u> | <u>16</u> |

*Core Subjects

| | |
|-------------------|------------|
| Teaching | 16 |
| Core subjects | 36 |
| Academic subjects | 28 |
| Theory | 17 |
| Practice | 30 |
| Elective | 3 |
| Total | <u>128</u> |

FOUR-YEAR CURRICULUM IN INDUSTRIAL ARTS
ARRANGEMENT OF COURSES BY SEMESTERS
 SUBJECT TO MODIFICATION FOR ADMINISTRATIVE PURPOSES

| | First Semester | Class Hours | Semester Hrs. Credit |
|---|----------------|----------------|-------------------------|
| *English I | | 3 | 3 |
| Applied Mathematics | | 3 | 3 |
| Drawing and Design I | | 4 | 2 |
| Shop I | | 8 | 4 |
| Industrial Safety and Hygiene | | 2 | 2 |
| *Physical Education I | | 3 | 1 |
| | | <u>23</u> | <u>15</u> |

Second Semester

| | | | |
|--|--|-----------|-----------|
| *English II | | 3 | 3 |
| *English Activities (Include Library, voice, and dramatics) | | 3 | 3 |
| *Science I -- Biology (Include physiology of the nervous system as a basis for psychology) | | 4 | 3 |
| Drawing and Design II | | 4 | 2 |
| Shop II | | 8 | 4 |
| *Physical Education II | | 3 | 1 |
| | | <u>25</u> | <u>16</u> |

Third Semester

| | | | |
|--|--|-----------|-----------|
| *Introduction to Teaching (Include social guidance on the campus) | | 3 | 3 |
| *Literature I or Literature II | | 3 | 3 |
| Drawing and Design III | | 4 | 2 |
| Shop III | | 8 | 4 |
| #Elective | | 3 | 3 |
| | | <u>21</u> | <u>15</u> |

Fourth Semester

| | | | |
|------------------------------------|--|-----------|-----------|
| *Psychology I | | 3 | 3 |
| *History of Civilization | | 3 | 3 |
| Drawing and Design IV | | 4 | 2 |
| Shop IV | | 8 | 4 |
| #Elective | | 3 | 3 |
| | | <u>21</u> | <u>15</u> |

| Fifth Semester | | Class Hours | Semester Hrs. Credit |
|--|--|----------------|-------------------------|
| *History and Philosophy of Education | | 4 | 4 |
| (Include History of Education in Pennsylvania and School Law) | | | |
| Social and Industrial History | | 3 | 3 |
| Drawing and Design V | | 4 | 2 |
| Shop V | | 8 | 4 |
| #Elective | | <u>3</u> | <u>3</u> |
| | | 22 | 16 |

Sixth Semester

| | | | |
|----------------------------------|--|----------|----------|
| *Educational Sociology | | 3 | 3 |
| *American Government | | 3 | 3 |
| Economics | | 3 | 3 |
| Drawing and Design VI | | 4 | 2 |
| Shop VI | | 8 | 4 |
| #Elective | | <u>3</u> | <u>3</u> |
| | | 24 | 18 |

Seventh Semester

| | | | |
|--|--|----------|----------|
| Guidance and Extra-Curricular Activities | | 3 | 3 |
| Drawing and Design VII | | 4 | 2 |
| Shop VII | | 8 | 4 |
| Shop VIII | | 8 | 4 |
| #Elective | | <u>3</u> | <u>3</u> |
| | | 26 | 16 |

Eighth Semester

| | | | |
|--|--|----------|----------|
| Student Teaching and Conferences | | 21 | 14 |
| Techniques of Teaching | | <u>3</u> | <u>3</u> |
| | | 24 | 17 |

| | | |
|---|------------------|------------|
| *Core Subjects | Core | 36 |
| | Student Teaching | 17 |
| # The Elective shall be a second field and shall be either Mathematics or Science | Academic | 6 |
| | Theory | 8 |
| | Practical | 46 |
| | Elective | <u>15</u> |
| | Total | <u>128</u> |

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FOUR-YEAR CURRICULUM IN KINDERGARTEN-PRIMARY
ARRANGEMENT OF COURSES BY SEMESTERS
 SUBJECT TO MODIFICATION FOR ADMINISTRATIVE PURPOSES

| First Semester | Class Hours | Semester Hrs. Credit |
|--|----------------|-------------------------|
| Introduction to Teaching (Include social guidance on the campus) | 3 | 3 |
| English I | 3 | 3 |
| English Activities (Include library, voice and dramatization) | 3 | 3 |
| Science I - Biology (Include physiology of nervous system as a basis for psychology) | 4 | 3 |
| History of Civilization | 3 | 3 |
| Physical Education I | 3 | 1 |
| | 19 | 16 |

| Second Semester | Class Hours | Semester Hrs. Credit |
|---------------------------------------|----------------|-------------------------|
| Psychology I (Educational Psychology) | 3 | 3 |
| English II | 3 | 3 |
| Science II (Physical Science) | 4 | 3 |
| Kindergarten-Primary Theory | 2 | 2 |
| Personal Hygiene and Nutrition | 3 | 3 |
| Physical Education II | 3 | 1 |
| Handwriting | 2 | 1 |
| | 20 | 16 |

| Third Semester | Class Hours | Semester Hrs. Credit |
|---|----------------|-------------------------|
| Psychology II | 3 | 3 |
| English III | 3 | 3 |
| Unified Kindergarten-Primary Methods | 3 | 3 |
| Children's Literature and Story Telling | 3 | 3 |
| Music I | 4 | 2 |
| Art I | 4 | 2 |
| Physical Education III | 3 | 1 |
| | 23 | 17 |

| Fourth Semester | Class Hours | Semester Hrs. Credit |
|---|----------------|-------------------------|
| Teaching of Primary Subjects | 3 | 3 |
| Literature I | 3 | 3 |
| Teaching of Reading | 3 | 3 |
| Principles of Geography | 3 | 3 |
| Music II | 3 | 1½ |
| Art II (Elementary Drawing, Design, Color Study, etc.) | 3 | 1½ |
| Physical Education IV | 3 | 1 |
| | 21 | 16 |

| Fifth Semester | Class Hours | Semester Hrs. Credit |
|--------------------------|----------------|-------------------------|
| Educational Measurements | 2 | 2 |
| Literature II | 3 | 3 |
| American Government | 3 | 3 |

| | | |
|---------------------------|-----------|-----------|
| Arithmetic I | 3 | 3 |
| Speech Problems | 2 | 2 |
| Civic Education | 3 | 3 |
| | <u>16</u> | <u>16</u> |

Sixth Semester

| | | |
|--|-----------|-----------|
| Beginnings of Art and Music for Young Children | 4 | 2 |
| Geography of the Western Hemisphere | 3 | 3 |
| The Pre-School Child | 2 | 2 |
| Science III - (Nature Study) | 4 | 3 |
| Nursery School and Parent Education | 2 | 2 |
| Kindergarten Curriculum | 3 | 2 |
| Visual Education | 2 | 1 |
| | <u>19</u> | <u>15</u> |

Seventh Semester

| | | |
|--|-----------|-----------|
| Student Teaching and Conferences | 21 | 14 |
| Techniques of Teaching | 2 | 2 |
| | <u>23</u> | <u>16</u> |

Eighth Semester

| | | |
|--|-----------|-----------|
| History and Philosophy of Education | 4 | 4 |
| (Include History of Education in Pennsylvania and School Law) | | |
| Educational Sociology | 3 | 3 |
| Child Hygiene | 2 | 2 |
| Art IV - (History and Appreciation of Art) | 3 | 2 |
| Music III - (History and Appreciation of Music) | 3 | 2 |
| Elective | 3 | 3 |
| | <u>18</u> | <u>16</u> |

Special Kindergarten - Curriculum corresponds to Group I with following exceptions:

Semester

| | | | |
|---|-----------------------------------|-----------|-----------|
| 5 | U. S. History I | 3 | 3 |
| 5 | Art III | 4 | 2 |
| 8 | Hygiene II (School and Community) | 3 | 3 |
| 8 | Free Elective | 3 | 3 |
| | | <u>13</u> | <u>11</u> |

Above subjects are replaced by the following:

Semester

| | | | |
|---|---|-----------|-----------|
| 3 | Unified Kindergarten-Primary Methods | 3 | 3 |
| 6 | Beginnings of Art and Music for Young Children | 4 | 2 |
| 6 | Nursery School and Parent Education | 2 | 2 |
| 6 | Kindergarten Curriculum | 3 | 2 |
| 8 | Child Hygiene | 2 | 2 |
| | | <u>14</u> | <u>11</u> |

1870

1871

1872

1873

1874

1875

1876

FOUR-YEAR CURRICULUM IN PUBLIC SCHOOL MUSIC
FOR THE PREPARATION OF TEACHERS AND SUPER-
VISORS OF MUSIC

 ARRANGEMENT OF COURSES BY SEMESTERS
 SUBJECT TO MODIFICATION FOR ADMINISTRATIVE PURPOSES

| First Semester | Class Hours | Semester Hrs. Credit |
|---|----------------|-------------------------|
| *Introduction to Teaching (Include social guidance on the campus) | 3 | 3 |
| *English I | 3 | 3 |
| Harmony I | 3 | 3 |
| Sight Reading I | 3 | 1½ |
| Dictation I | 3 | 1½ |
| Private Study - Voice, Piano, Organ; Strings (Violin, Viola, 'cello, Bass), Woodwinds (Flute, Oboe, Clarinet, Bassoon), Brasses (Trumpet, French Horn, Trombone, Tuba), and Percussion Instruments. Chorus, Orchestra, and Band. Arrange work for greatest benefit of students. | 9 | 3 |
| *Physical Education I | <u>3</u> 27 | <u>1</u> 16 |
| Second Semester | | |
| *English II | 3 | 3 |
| *English Activities (Include library, voice and dramatization) | 3 | 3 |
| Harmony II | 3 | 3 |
| Sight Reading II | 3 | 1½ |
| Dictation II | 3 | 1½ |
| Private Study - Voice, Piano, Organ; Strings (Violin, Viola, 'cello, Bass), Woodwinds (Flute, Oboe, Clarinet, Bassoon), Brasses (Trumpet, French Horn, Trombone, Tuba), and Percussion Instruments. Chorus, Orchestra, and Band. Arrange work for greatest benefit of students. | 9 | 3 |
| *Physical Education II | <u>3</u> 27 | <u>1</u> 16 |
| Third Semester | | |
| *Science I - Biology (Include the physiology of the nervous system as a basis for psychology) | 4 | 3 |
| *History of Civilization | 3 | 3 |
| Harmony III | 3 | 3 |
| Sight Reading III | 3 | 1½ |
| Dictation III | 3 | 1½ |
| Private Study - Voice, Piano, Organ; Strings (Violin, Viola, 'cello, Bass), Woodwinds | | |

| | | |
|---|----------------|----------------|
| (Flute, Oboe, Clarinet, Bassoon), Brasses (Trumpet, French Horn, Trombone, Tuba), and Percussion Instruments. Chorus, Orchestra, and Band. Arrange work for greatest benefit of students. | 9 | 3 |
| Eurythmics | <u>3</u> 28 | <u>1</u> 16 |

Fourth Semester

| | | |
|---|----------------|----------------|
| *Psychology I | 3 | 3 |
| *Literature I or Literature II | 3 | 3 |
| Harmony IV | 2 | 2 |
| Elements of Conducting | 2 | 2 |
| Private Study - Voice, Piano, Organ; Strings (Violin, Viola, 'cello, Bass), Woodwinds (Flute, Oboe, Clarinet, Bassoon), Brasses (Trumpet, French Horn, Trombone, Tuba), and Percussion Instruments, Chorus, Orchestra, and Band. Arrange work for greatest benefit of students. | 9 | 3 |
| Materials I | <u>3</u> 22 | <u>3</u> 16 |

Fifth Semester

| | | |
|--|----------------|----------------|
| *Educational Sociology | 3 | 3 |
| Harmony V | 2 | 2 |
| History of Music I | 3 | 3 |
| Materials II | 3 | 3 |
| Private Study - Voice, Piano, Organ; Strings (Violin, Viola, 'cello, Bass), Woodwinds (Flute, Oboe, Clarinet, Bassoon), Brasses (Trumpet, French Horn, Trombone, Tuba), and Percussion Instruments. Chorus, Orchestra, and Band. Arrange work for greatest benefit of students. (Include instrumental class methods) | 12 | 4 |
| Eurythmics | <u>3</u> 26 | <u>1</u> 16 |

Sixth Semester

| | | |
|--|-----------|-----------|
| *American Government | 3 | 3 |
| Harmony VI | 3 | 3 |
| History of Music II | 3 | 3 |
| Materials III | 3 | 3 |
| Private Study - Voice, Piano, Organ; Strings (Violin, Viola, 'cello, Bass), Woodwinds (Flute, Oboe, Clarinet, Bassoon), Brasses (Trumpet, French Horn, Trombone, Tuba), and Percussion Instruments. Chorus, Orchestra, and Band. Arrange work for greatest benefit of students. (Include instrumental class methods) | 12 | 4 |
| | <u>24</u> | <u>16</u> |

Seventh Semester

| | | |
|--|------------------|----------|
| *Student Teaching and Conferences | 10 $\frac{1}{2}$ | 7 |
| *Techniques of Teaching | 1 | 1 |
| Private Study - Voice, Piano, Organ; Strings (Violin, Viola, 'cello, Bass), Woodwinds (Flute, Oboe, Clarinet, Bassoon), Brasses (Trumpet, French Horn, Trombone, Tuba), and Percussion Instruments. Chorus, Orchestra and Band. Arrange work for greatest benefit of students. | 6 | 2 |
| Elective (#Music Appreciation or Elective) | 3 | 3 |
| Elective (#Advanced Problems in Conducting or Elective) | <u>3</u> | <u>3</u> |
| | 23 $\frac{1}{2}$ | 16 |

Eighth Semester

| | | |
|---|-----------------------------------|-----------|
| *History and Philosophy of Education | 4 | 4 |
| (Include History of Education in Pennsylvania and School Law) | | |
| *Student Teaching and Conferences | 10 $\frac{1}{2}$ | 7 |
| *Techniques of Teaching | 1 | 1 |
| Private Study - Voice, Piano, Organ; Strings (Violin, Viola, 'cello, Bass), Woodwinds (Flute, Oboe, Clarinet, Bassoon), Brasses (Trumpet, French Horn, Trombone, Tuba), and Percussion Instruments. Chorus, Orchestra, and Band. Arrange work for greatest benefit of students. | 3 | 1 |
| Elective (#Organizing and Rehearsing of School Orchestras and Bands or Elective) | 3 | 3 |
| | <u>21$\frac{1}{2}$</u> | <u>16</u> |

*Core Subjects

| | |
|------------------|------------|
| Core | 36 |
| Student Teaching | 16 |
| Theory | 33 |
| Practical | 34 |
| Elective | 9 |
| | <u>128</u> |

Elective for Teachers and Supervisors
of Music.

B. Curriculum in Cooperative Education

Doctor Eisenberg stated that he had nothing further to report on this item, since the status of the curriculum is exactly what it was at the last meeting.

Doctor Rowland stated that he was entirely in conformity with the suggestion of the State Superintendent made at the last meeting of the Board and if the opinion still prevailed and it was felt wise to proceed in the manner suggested, he was willing to simply make this curriculum a variant of the four-year elementary curriculum as an experimental proposition.

Doctor Rule stated that if the Board were agreeable, he would like to see this curriculum approved for next year as an experimental proposition with as little publicity as possible given to it and with the understanding that Doctor Rowland and the State Superintendent would work out the administrative details of the curriculum.

On motion of Doctor Haas seconded by Doctor Rowland it was voted that the curriculum in Cooperative Education be approved as a variant of the four-year elementary curriculum as an experimental proposition for the next college year at the State Teachers College, Shippensburg, Pennsylvania, with the understanding that the administrative details be worked out between the President of the institution and the State Superintendent.

2. Report of committee on "Stores conducted at the State Teachers Colleges"

Doctor Haas, Chairman of the special committee having to do with the Retail Stores, stated that the status of this matter was exactly the same as at the last meeting of the Board, namely, that Doctor Rule had addressed the Attorney General under date of June 16, 1932 relative to this matter. The Attorney General had raised several questions concerning the proposition, most important of which seems to be where the original money will come from to begin such a store, and what would be done with the profits from such a store.

Doctor Rule stated that he had a conference with the Attorney General and he felt he was open-minded as to placing the retail stores on a local cooperative basis detaching them entirely from the State if the one question of money could be settled. Doctor Rule further suggested that Doctor Haas, representing the Board of Presidents, see Deputy Attorney General Arnold personally before he leaves Harrisburg and try to

formulate a workable proposition which could become effective immediately.

3. Report of Calendar Committee on "Summer Session - 1933"

Doctor Haas, Chairman of the Calendar Committee reported for the committee. He stated that the committee had no further report to offer except possibly to suggest a re-adjustment of the fall semester: the opening date to remain the same as originally planned but that at least two days be set aside to give the entrance examinations and other matters having to do with the new entrance examinations.

Doctor Haas further suggested that the report of the calendar committee with reference to the staggering of the summer session in 1933 be not acted upon hastily since this appeared to be a matter of very great importance.

Doctor Rule suggested that we hold this entire matter in abeyance until the budgets for 1933-35 were definitely fixed.

On motion of Doctor Eisenberg seconded by Doctor Steele it was voted that the report of Doctor Haas be accepted and that the opening date for the fall semester remain the same, but that the first two days be given over to the examinations and details of the new admission requirements.

4. Report of committee on "Centralized Purchasing for the State Teachers Colleges"

Doctor Straughn stated that the committee had only informally discussed this matter. It was not their thought that they could get anything done before the next regular session of the Legislature and they had therefore not attempted to do anything before this meeting. He asked each President to note any special instances and show the committee the disadvantages of centralized purchasing.

Doctor Rule stated that a Committee had been appointed to study the whole structure of State government which was headed by Representative Sterling. This committee is to study the government with a view to simplifying it and effecting economies wherever possible. He stated that he had appeared before the committee and one of the members of the committee had raised the question concerning "centralized purchasing for institutions" and he went on record just as strongly as could be stated that "centralized purchasing for institutions" had been a distinct disappointment and that it had cost the institutions 10% more than the former plan besides causing undue delays and irritations all along the line. With the exception of one member, the committee expressed itself as agreeing with the point of view as expressed by Doctor Rule.

Doctor Rule further stated that Mr. Hanna, Secretary of Property and Supplies, would be called to appear before the committee in a few days and he had sent word to him that he had gone on record as being opposed to centralized purchasing for institutions.

He further stated that he needed some very definite figures and data relative to this centralized purchasing and its effects. These figures should be gathered at the very earliest moment and should represent as far as possible very concrete facts with reference to certain requisitions by number and by date, just as definitely as can possibly be made showing how expensive this centralized purchasing is and how unsatisfactory and inconvenient it is.

Doctor Rule asked Doctor Straughn and his committee to set up a statement, before the adjournment of the meeting, indicating some definite facts concerning this question and suggested that the statement be submitted to the members of the Board in the form of a questionnaire to be filled out and re-submitted to Mr. Crosley in the Department so that a composite statement may be drawn up for future reference and as a basis for discussion when this whole question comes up again.

Doctor Straughn and his committee together with Mr. McClure and Mr. Crosley of the Department of Public Instruction met to consider this matter and drew up the following statement for the guidance of the members of the Board in submitting evidence to Mr. Crosley concerning "Centralized Purchasing".

"Disadvantages of Centralized Purchasing for
the State Teachers Colleges

1. Element of Time

How many days elapse between the date of the requisition and the delivery of shipment?

How many days elapse between the date of delivery of shipment and payment of the account?

What is the estimated per cent of purchases thus delayed?

What is the estimated amount and per cent of inventory increase necessary because of delay in replenishing stock?

2. Element of Quality

If unmarked brands have been substituted for standard brands, give illustrations.

If materials of inferior quality have been substituted for those ordered, give illustrations.

If quality of printing has been unsatisfactory, give illustrations.

3. Element of Cost

What is the estimated amount in dollars lost in discount?

What per cent is this loss of total purchases?

What is the estimated amount in dollars lost in special prices to the College because the offers expire before acted upon?

What is the estimated cost of increased personnel at the College?

What is the estimated cost of increased correspondence, telephone and telegraph?

What is the estimated cost of the time-demand on President and staff by reason of follow-up, delays and wrong shipments?

To what extent have the changes in purchase forms added to costs?

What is the estimated amount of time and cost incurred by travel in making selections of furniture, draperies, etc.?"

Doctor Straughn explained in detail the statement and urged the Presidents to fill it out very carefully and with specific facts and instances. In other words, he suggested that they give very definite information as far as possible. He also stated that it was necessary to have this information at the earliest possible date and that all correspondence be directed to Mr. Crosley who will set up the entire situation for Doctor Rule.

On motion of Doctor Tanger seconded by Doctor Straughn it was voted that the report of the committee on "Centralized Purchasing" be accepted and that the Presidents follow in detail the outline suggested by the committee.

5. Informal Opinion No. 107 from the Deputy Attorney General re-Refunds to students in the State Teachers Colleges

A. Report of committee

Doctor Foster reported for the committee. He stated that a form of resolution re refunds had been received from Deputy Attorney General Harris G. Arnold, which reads as follows:

"The board, (or the President of the College) will approve applications to the Board of Finance and Revenue for refund of monies (or a designated proportion thereof) paid by students for tuition and boarding costs, in proper cases where the student has been absent from the college because of illness or other proper cause, for a period of at least _____ consecutive days."

Doctor Foster stated that the present practice is to give refunds only in case of withdrawals from school. He stated that it was the feeling of the committee that the resolution should stop with the phrase "or other proper cause" and that the phrase "or the President of the College" be omitted.

On motion of Doctor Rowland seconded by Mr. Allen it was voted that the matter be referred back to the committee for restatement or interpretation.

After due consideration Doctor Foster reported for the committee. The committee suggested that the resolution be adopted as submitted by the Deputy Attorney General and that the words "fourteen consecutive days" be inserted for the blank number of days and that the phrase "or the President of the College" be omitted so that the entire resolution will read as follows:

"The Board will approve applications to the Board of Finance and Revenue for refund of monies or a designated proportion thereof paid by students for tuition and boarding costs, in proper cases where the student has been absent from the college because of illness or other proper cause for a period of at least fourteen consecutive days".

On motion of Doctor Crawford seconded by Doctor Armstrong it was voted that the resolution of the statement concerning refunds be adopted as an interpretation.

III. New Business

1. Composite advertisement in the Pennsylvania School Journal

Mr. Klonower read a letter that had been received from Doctor Kelley, Executive Secretary of the Pennsylvania State Education Association, which is as follows:

"We have been greatly pleased with the splendid cooperation which we have received from the State Teachers Colleges by their using the back cover of each of our thirteen issues the past year of the Pennsylvania School Journal, and we hope that they will continue to use that space right along.

Although our circulation is increasing steadily, our advertising rates remain the same. Do you wish to secure authority from the Board of Presidents of the State Teachers Colleges for this advertisement for the next thirteen issues beginning in September 1932, or shall we consider their order as a standing order?"

Doctor Armstrong raised a question as to the price of the advertising and why it could not be secured for less money this year when there seems to be a reduction in the cost of many items.

Doctor Haas stated that he happened to know as the President of the Pennsylvania State Education Association, that this is the national advertising rate established for advertising in magazines of this type.

On motion of Doctor Rothornel seconded by Doctor Tanger it was voted that a contract be entered into with the Pennsylvania State Education Association for the insertion of a composite advertisement on the back cover of the Pennsylvania School Journal for the school year 1932-33 on exactly the same basis as the contract was entered into by the Board last year.

2. Adult Education Movement

Doctor Rule stated that he did not feel that this was an appropriate item to come before the Board.

On motion of Doctor Foster seconded by Mr. Allen it was voted that the item be removed from the docket.

3. Opportunities in Professional Service Areas

Doctor Riemer stated that he had merely sent a copy of his thought on this matter to the State Superintendent and also to Mr. Klonower for consideration.

Mr. Klonower stated that this represented a restatement of exactly the situation as it should work out under the professional service areas as now set up for the State Teachers Colleges.

Doctor Rule asked Doctor Riemer to furnish sufficient copies of the material to be distributed to the several members of the Board through the Teacher Bureau.

4. Annual Conference of the Faculties of the State Teachers Colleges

A. Student Forum

Doctor Eisenberg stated that he wanted to suggest that the Annual Conference of the Faculties of the State Teachers Colleges for this year be deferred but that the faculties in connection with the special curriculums in Art, Commerce, Health, Home Economics, Kindergarten, Music and Industrial Arts, be asked to prepare syllabi for these special fields. This would necessitate the meeting of various groups throughout the State to work out the syllabi.

Doctor Haas stated he would like to see this item deferred until the budgets for the institutions are made up for the next biennium.

Doctor Rule stated that he felt we should defer action on this item pending information concerning budgets.

5. Printing of hand-books at State expense

Doctor Rule suggested that this item be deferred until a later meeting of the Board.

6. Publication of college papers

Doctor Rule suggested this item be deferred.

7. Standardization of administrative forms

Doctor Rule stated that Mr. Crosley had suggested this item because he is Chairman of a committee in the Department relating to the simplification of forms and the unification of the same.

It seemed that the form which raised this question was an "absent from class" form which was sent in from three institutions.

Doctor Haas stated that as Chairman of the committee on the standardization of printing forms in the State Teachers Colleges, he would accept any specific questions for the committee to handle.

Doctor Haas stated, after examination of the forms submitted, that it was the judgment of the committee that it was not advisable to standardize the minor administrative forms designed for a specific purpose in each institution.

On motion of Doctor Eisenberg seconded by Doctor Straughn it was voted to accept the report of the committee concerning the form "Absent from Class".

Doctor Rule suggested that the institutions send to the State Teachers Colleges at Millersville and California some of these simpler forms and have them print the forms in the print shop as experimental projects for the students; the institution to furnish the paper and pay the carrying charges for the forms which they desire printed.

8. Publication of Annual Catalogues in the State Teachers Colleges

Doctor Rule suggested that this item be deferred until the budgets are discussed.

9. Tuition fee for students in the State Teachers Colleges

Doctor Rule suggested that this item be deferred until the budgets are discussed.

10. The necessity of State Teachers Colleges rendering free service to County Superintendents in the organization of their institute-substitute programs

Doctor Rule suggested that the members of the instructional staffs of the State Teachers Colleges, if they can do so, render service to the Counties in the organization of their institute-substitute programs. This is an emergency situation and help should be given as far as possible without hindrance to the Teachers Colleges.

11. Room rental for off-campus students

Doctor Rule suggested that discussion on this item be deferred until the budgets are taken up.

12. Appointing the Deputy in charge of the Curriculum Bureau as a permanent member of the Curricular Revision Committee

Doctor Rule suggested that Mr. Bristow, Deputy Superintendent, in charge of the Curriculum Bureau in the Department, be asked to serve with the Curricular Revision Committee so that there might be complete coordination between the Curriculum Bureau, the specialists in the Department, and the State Teachers Colleges in the matter of developing curriculums.

The Board agreed to this suggestion.

13. Rent for Real Estate - State Teachers Colleges

This item was discussed under Item 11.

14. Summary of Enrollments in the State Teachers Colleges for the year June 1, 1931 to May 31, 1932

The Secretary of the Board distributed copies of the summary of enrollments for the year 1931-32 and stated that copies had also been sent to the President of each institution.

This summary follows as Exhibit A.

15. List of graduates who received certificates of graduation between June 1, 1931 and May 31, 1932

The Secretary of the Board distributed copies of the list of graduates of the State Teachers Colleges for the year 1931-32 and stated that copies had also been sent to the President of each institution.

This chart follows as Exhibit B.

16. List of graduates who received certificates of graduation in May 1932 in the State Teachers Colleges

The Secretary of the Board distributed copies of the list of graduates as of May 1932 in the State Teachers Colleges. He stated that copies of this chart had been sent to the President of each institution for their criticism and comment.

This chart follows as Exhibit C.

17. Comparative enrollments in the State Teachers Colleges - Summer sessions 1930-1931-1932.

The Secretary of the Board distributed copies of the comparative enrollments covering a three year period in the State Teachers Colleges. He stated that copies of the chart had been mailed to the President of each institution.

This chart follows as Exhibit D.

18. Distribution of 1932 summer session students

The Secretary of the Board distributed copies of the chart indicating the summer session - 1932 enrollments in the State Teachers Colleges. He stated that copies of this summary had been forwarded to the President of each institution for their criticism and comment.

This chart follows as Exhibit E.

19. New four-year requirement in elementary education

On motion of Doctor Eisenberg seconded by Doctor Riemer it was voted that the first two years of the new four-year elementary curriculum become the official two-year curriculum of the State Teachers Colleges leading to the Normal School Certificate with the substitution of Practice Teaching to the extent of six semester hours of work in the second year of the curriculum; these six semester hours of practice teaching to take the place of American Government and Literature I. This ruling is to become effective September 1932.

IV. Miscellaneous

1. Payment for injuries to students while participating in athletic games in the State Teachers Colleges

Doctor Rowland asked permission to present an item not on the docket.

He had a case of a boy who had been injured in a baseball game and it developed that the boy had to be operated upon as a result of the injury. He stated that he had presented the bill for payment and it had been refused. He wanted to get some information for future guidance and whatever action is taken should be uniform in all institutions.

Doctor Rule asked Doctor Rowland to have the matter referred to him personally.

Doctor Haas asked if it were unreasonable to ask that when the opinion of the Attorney General was sought having to do with the administration of the institutions, that the Department of Public Instruction and the Board of Presidents agree on the form of the request that is to be presented?

Doctor Rule stated that this could be done.

The Board adjourned for luncheon at 1:00 o'clock P. M to reconvene at 2:00 P. M.

2. Allocations to the State Teachers Colleges for the second year of the biennium

Doctor Rule stated that he had called this special meeting for the purpose of discussing the allocations to the State Teachers Colleges and also to lay some tentative plans for the budgets for the next biennium.

Doctor Rule stated that budgets had been sent to each institution concerning allocation for the second year of the present biennium. He suggested the need for economy and pointed out several possible means by which the economies could be made.

1. Curtailment of instructional staff) either by reducing
2. Curtailment of non-instructional staff) salaries and wages or
number of personnel
3. Elimination of storeroom.
4. Rearrangement of summer sessions, every other year.
5. Miscellaneous local adjustments.
6. Curtailment of publications.
7. Annual conference, elimination of.
8. Elimination of collection of room rent from students
living off-campus.

Doctor Rule asked each member of the Board to outline briefly what his plans were in these connections.

Doctor Foster stated that he had gone over very carefully with his Bursar the situation and they found that they could economize in practically everything that Doctor Rule suggested. He felt that they could make up the difference in their allocation by adjustments. This adjustment would probably include rent for outside rooms and if a modification of the present bookroom goes through this will mean quite a large saving. They will cut down considerably on the number of lectures, entertainments, et cetera. He also felt that the new admission requirements would by a small measure cut down the enrollments as he proposed to cut the entrance group by at least 250 students. Without a doubt by making economies all along the line they would be able to get by on the present budget without a reduction of teachers' salaries.

Doctor Straughn stated that the new admission requirements will of a necessity reduce the enrollments. He stated that he would cut his total enrollment down to 650 students which would mean a possible 10% reduction in the entrance class. He further stated that it might be necessary to reduce to a small extent the personnel, that is, perhaps operate with one less laborer in different kinds of work at the college and they can reduce the instructional staff if any present member drops out, by not filling that particular position. They have already eliminated the bookroom and since this has been out of existence two years at Mansfield, it means no saving to them. By miscellaneous local adjustments they will be able to cut down on lectures, motion pictures, et cetera. A handbook is not published and only one paper for students. The catalog has always been published and at a very small cost. They have never collected money for outside rooms, and therefore, cannot save in this respect. He did not see how he would be able to operate on the present budget without possibly a five percent reduction of teachers' salaries, although that will be done only as a last resort.

Doctor Cameron stated that by practicing certain economies all along the line which Doctor Rule had suggested, he felt that they would be able to get along fairly well. They anticipate a cut in the enrollments which would bring his total enrollment to between 1100 and 1150 students. This would cut the dining room costs. They do not expect to make a reduction in teachers' salaries since he did not see how this could legally be done because all teachers already have contracts for next year. They will have a number of instructors on leave next year and by distributing the work and taking on fewer instructors it will mean some saving. They still have a bookroom but will be glad to run such a bookroom independent of the State and finance it outside. They will make miscellaneous local adjustments wherever possible.

Doctor Eisenberg stated that they have reduced the present freshman enrollment to 250 which would give them a total enrollment of from 750 to 800 students and which will mean considerable saving in the dining room. He did not feel that it would be necessary to cut teachers' salaries and that they will not do it unless it is absolutely necessary. If the bookroom can be eliminated or run on a different basis than at present this will mean considerable saving. Sometime ago the collection of outside room rent was eliminated. It was his judgment that it would take possibly about five percent of the teachers' salaries as of September 1, if no change is made in the operation of the bookroom.

Doctor Rothermel stated that they expect not more than 500 students next year and this will mean some saving in the dining room. With reference to cutting salaries he stated that he did not like to do this unless it was done generally in all colleges. If the new storeroom project goes through it will make a saving and if not they will probably have to reduce teachers' salaries about five percent. This will only be done as a last resort.

Doctor Steele stated that he felt that they would be able to get through on the allocation made by not filling one or two vacancies which exist at the present time. Certain reductions in personnel, by leave of absence and distributing the work among other instructors will be made. The enrollment would be cut to a certain extent so that his institution would have approximately 700 to 750 total attendance. If the

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elimination of the store room goes through or is managed on some other basis than at the present time, this possibly would be their salvation.

Doctor Rowland stated that if they could eliminate the bookroom to any substantial extent and reduce the enrollment probably ten percent or approximately a total enrollment of six hundred, he felt that they could meet the requirements of the budget. However, the bookroom proposition is a very important factor and if they would be permitted to operate it independently considerable saving would be effected. Certain other local economies can be made without affecting salaries. He did not feel it was a good thing to reduce salaries at this time.

Doctor Hill stated that they were not planning to reduce enrollments. When it comes to reducing salaries or personnel, he wanted to remark that almost everyone is at the very lowest salary and he did not see how anyone could be eliminated at this time. He might give up the book store but the general service of the store, it seemed to him, had to be maintained. They have already given up any thought of amusements in any way; they spent practically nothing last year in the way of lectures. He did not see how the difference in the budget could be made up without reducing salaries.

Doctor Haas stated that when he was asked how much his cut was he would have to state about \$30,000 and he felt it could be administered without any reductions in salary providing other economies and reductions can be made. He did not see how we could cut down on printing of many publications, since the students were paying for a certain amount of the printing of such publications and they certainly expect to get something for which they are paying. The next item of saving is food and this item is tied up directly with the dormitory students. The budget can be probably adjusted on that item but that does not affect the total enrollment. There might be some psychology in reducing the enrollments to some extent at this time. Materials and supplies can be reduced to any point but it should not be reduced to the point where it hinders the function of the institution. Considerable saving can be effected in the telephone, telegraph and postage items. They have been concentrating on this as much as possible. The reduction of electric lights and bills represents a considerable saving. They had compared the bill for the present month and the same month last year and found they have reduced the electric light bill by six or seven percent. Rent of real estate they have cut out. The budget can possibly be administered without salary reductions for those now on the payroll, possibly with the reduction of temporary help which they take on each spring.

Doctor Riemer stated that the limitation of enrollments and the new admission requirements will have their effect, but as far as instructional staff is concerned they will have the same as last year. He indicated that in the allocation made to Clarion, this can possibly be taken care of by some adjustment in the bookroom situation. They can make some adjustments in the elimination of some sporting events. They can cut off a telephone or two. In the matter of publications, they published only the catalogue, and school paper about six times a year. They will administer the budget without cutting salaries.

Doctor Armstrong stated they can administer the budget by reducing the enrollment somewhat and by reducing the cost of instruction a little bit, by cutting down on the book store costs and eliminating the purchase of some equipment that they thought they needed and also on repairs, and if they must, by refusing to admit a non-resident to the training school. These adjustments can be made without cutting into the salaries of the instructors.

Doctor Crawford stated he could not give any very definite figures because unfortunately last Wednesday the Bursar was taken suddenly ill and she had all the facts that he should have had to speak intelligently. They anticipated this matter in the beginning of the year and they left four faculty members go and one employe on the grounds, which will help them out very materially. They have under contract repairs running about \$2200 and now he wanted to know if this had to be paid out of this year's allocation. He felt that their only chance was local miscellaneous adjustments. He did not want to cut salaries except as a last resort.

Mr. Allen stated they had 298 new students last year and they are figuring on about 210 this year. This represents a decrease of about 25% or a little more in the entering class, but the total enrollment will be almost the same as last year. They have no members of the faculty on leave of absence and no vacancies. They have paid no outside room rent for a few years and they have no handbook. Through rigid economies they had this year about \$7000 left over and, as Mr. Crosley knows, they had proceeded to make some repairs. They had started to re-lathe and re-plaster the students' rooms so that they have about \$17,000 debts staring them


in the face. They can eliminate the bookroom and thus save about \$8000, but he saw no way that East Stroudsburg could get through without a deduction in salaries.

Doctor Tanger stated the only way they can get through is by cutting salaries, the elimination of the bookrooms and some sundry expenses and the elimination of some students in the dormitories. They have reduced the number of entering students from 256 to 175 this year. They can eliminate the bookroom voluntarily if they must do so.

Doctor Haas asked whether the stage could now be set by preparing an associated press article on behalf of the State Teachers Colleges. This article should state that the appropriation had been reduced one million dollars, mentioning some of the items that this reduction had affected, and specifically mentioning that no increments had been made this past year, none will be made this year, that no additional personnel had been employed, that there will be a decrease in boarding students, that there will be a decrease in service to the students and a decrease in athletic schedules.

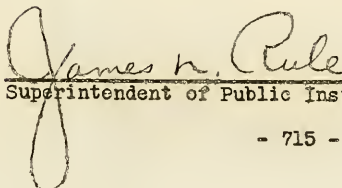
Doctor Rule stated that he would call the Presidents together again just as soon as he had something definite to report from the Governor's Office. He further stated that he felt we should all keep in mind that we have to do some careful educating of our public, and do some intensive development of sentiment in the particular service area.

On motion of Doctor Straughn, seconded by Doctor Tanger it was voted that the Board of Presidents adjourn at 5:45 P. M. to meet in the State Council Room in the Education Building at the call of the State Superintendent of Public Instruction.


Secretary

Approved:

Aug. 17 1932


Superintendent of Public Instruction

SUMMARY OF ENROLLMENTS IN PENNSYLVANIA STATE TEACHERS COLLEGES

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

Covering Number of Different Students from June 1, 1931 to May 31, 1932

| Class I Students Full-Time Teacher-Training in Regular Curricula During School Year September 1931 to June 1932 | TOTAL | Bloomsburg | California | Cheyney | Clarion | E. Stroudsburg | Edinboro | Indiana | Kutztown | Lock Haven | Manesfield | Millersville | Shippensburg | Slippery Rock | West Chester | Class II Students in Extension Courses | Number of Centers where Classes are held | Enroll- ment of Teachers in Service | Length of Lessons in Minutes | Number of Day and Resident Students | | | | | | | | | | | |
|--|-------|------------|------------|---------|---------|----------------|----------|---------|----------|------------|------------|--------------|--------------|---------------|--------------|--|---|--|--|-------------------------------------|---------------|---------|---------------|----------------|---------------|-----------|---------------|--------|------|-----|------|
| | | | | | | | | | | | | | | | | | | | | Total | | Class I | | Class III | | Class IVA | | | | | |
| | | | | | | | | | | | | | | | | | | | | Day | Resi- dent | Day | Resi- dent | Day | Resi- dent | Day | Resi- dent | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | | | | |
| (a) TOTAL Class I Students | 10408 | 681 | 741 | 189 | 375 | 778 | 570 | 1517 | 541 | 601 | 767 | 599 | 677 | 968 | 1404 | TOTAL | 6 | 378 | 75-120-200 | 5760 | 6026 | 4382 | 6026 | 1218 | - | 160 | - | | | | |
| First Semester Students | 262 | 13 | 12 | 23 | 11 | 17 | 11 | 39 | 8 | 10 | 7 | 18 | 18 | 32 | 43 | Bloomsburg | - | - | - | 498 | 389 | 292 | 389 | 113 | - | 93 | - | | | | |
| Group I (Primary) | 720 | 46 | 56 | 18 | 34 | 42 | 28 | 95 | 61 | 75 | 43 | 43 | 39 | 57 | 83 | California | - | - | - | 886 | 190 | 551 | 190 | 316 | - | 19 | - | | | | |
| Group II (Intermediate) | 1049 | 88 | 98 | 31 | 63 | 62 | 59 | 137 | 61 | 98 | 59 | 47 | 64 | 101 | 81 | Cheyney | - | - | - | 86 | 103 | 86 | 103 | - | - | - | - | | | | |
| Group III (Rural) | 146 | 16 | - | - | 16 | - | - | - | 21 | - | - | 31 | 34 | 5 | 23 | Clarion | - | - | - | 226 | 165 | 210 | 165 | - | - | 16 | - | | | | |
| Four-year Elementary | 186 | 23 | 2 | - | 4 | - | - | - | 15 | - | - | 54 | 41 | 7 | 40 | East Stroudsburg | - | - | - | 203 | 598 | 180 | 598 | 23 | - | - | - | | | | |
| Junior High School | 136 | 6 | 4 | 6 | - | 6 | 1 | 21 | 3 | 2 | - | 6 | 7 | 38 | 36 | Edinboro | 1 | 99 | 75 | 160 | 396 | 174 | 396 | 6 | - | - | - | | | | |
| Art | 57 | 5 | 4 | 5 | - | - | - | 8 | 3 | 12 | 2 | 3 | 5 | 4 | 6 | Kutztown | - | - | - | 346 | 322 | 219 | 322 | 116 | - | 11 | - | | | | |
| Commerce | 158 | 7 | 22 | 8 | 7 | 4 | 6 | 25 | 14 | 3 | 12 | 7 | 8 | 9 | 26 | Lock Haven | - | - | - | 300 | 305 | 296 | 305 | - | - | 4 | - | | | | |
| Health Education | 87 | 10 | 9 | - | 2 | - | 4 | 9 | 3 | 15 | 8 | 4 | 6 | 2 | 15 | Manesfield | - | - | - | 357 | 444 | 323 | 444 | 27 | - | 7 | - | | | | |
| Home Economics | 984 | 70 | 57 | - | 55 | 51 | 54 | 98 | 56 | 74 | 89 | 96 | 98 | 82 | 106 | Shippensburg | - | - | - | 326 | 379 | 298 | 379 | 28 | - | - | - | | | | |
| Industrial Arts | 758 | 64 | 53 | - | 23 | 55 | 60 | 87 | 38 | 58 | 65 | 57 | 73 | 43 | 82 | Slippery Rock | 3 | 157 | 120 | 626 | 406 | 562 | 406 | 64 | - | - | - | | | | |
| Music | 677 | 65 | 50 | - | 29 | 30 | 34 | 75 | 35 | 45 | 62 | 50 | 85 | 51 | 66 | West Chester | 1 | 12 | 200 | 583 | 968 | 436 | 968 | 147 | - | - | - | | | | |
| Others | 583 | 45 | 55 | - | 20 | 43 | 35 | 50 | 34 | 26 | 60 | 47 | 80 | 28 | 60 | | | | | | | | | | | | | | | | |
| Class IV (Part-time studio lessons, individual teacher-pupil basis) | 71 | - | - | - | - | - | 35 | 21 | 15 | - | - | - | - | - | - | Class III Part-time campus Students taking less than 13 s.h. | | | | | | | | | | | | | | | |
| Class III Part-time campus Students taking less than 13 s.h. | 59 | - | - | - | - | - | 28 | 16 | 15 | - | - | - | - | - | - | A. Those having this part-time work ONLY. | | | | | | | | | | | | | | | |
| A. Those having this part-time work ONLY. | 62 | - | - | - | - | - | 30 | 15 | 17 | - | - | - | - | - | - | B. Regularly enrolled students carrying this work as EXTRA. | | | | | | | | | | | | | | | |
| B. Regularly enrolled students carrying this work as EXTRA. | 53 | - | - | - | - | - | 40 | 9 | 4 | - | - | - | - | - | - | Schools | | | | Total | | Music | | Other Subjects | | Total | Male | Female | | | |
| Commerce | 123 | 41 | - | - | - | - | - | 82 | - | - | - | - | - | - | - | A | B | A | B | A | B | A | B | | | | | | | | |
| Health Education | 99 | 36 | - | - | - | - | - | 63 | - | - | - | - | - | - | - | 160 | 100 | 160 | 99 | - | - | - | - | 1218 | 371 | 847 | | | | | |
| Home Economics | 47 | 10 | - | - | - | - | - | 37 | - | - | - | - | - | - | - | Bloomsburg | | | | | | | | 113 | 43 | 70 | | | | | |
| Industrial Arts | 34 | 1 | - | - | - | - | - | 33 | - | - | - | - | - | - | - | California | | | | | | | | 316 | 82 | 234 | | | | | |
| Music | 357 | - | - | - | - | 123 | - | - | - | - | - | - | - | 129 | 105 | Cheyney | | | | | | | | - | - | - | | | | | |
| Others | 240 | - | - | - | - | 97 | - | - | - | - | - | - | - | 82 | 61 | Clarion | | | | | | | | - | - | - | | | | | |
| Class V Students in Practice School | 187 | - | - | - | - | 81 | - | - | - | - | - | - | - | 55 | 51 | East Stroudsburg | | | | | | | | 23 | 11 | 12 | | | | | |
| Class V Students in Practice School | 160 | - | - | - | - | 71 | - | - | - | - | - | - | - | 48 | 41 | Edinboro | | | | | | | | 6 | 2 | 4 | | | | | |
| Class V Students in Practice School | 81 | - | - | 5 | - | - | - | 38 | - | - | 38 | - | - | - | - | Indiana | | | | | | | | 201 | 78 | 123 | | | | | |
| Class V Students in Practice School | 52 | - | - | 7 | - | - | - | 20 | - | - | 25 | - | - | - | - | Kutztown | | | | | | | | 116 | 38 | 78 | | | | | |
| Class V Students in Practice School | 51 | - | - | 6 | - | - | - | 20 | - | - | 25 | - | - | - | - | Lock Haven | | | | | | | | - | - | - | | | | | |
| Class V Students in Practice School | 52 | - | - | 4 | - | - | - | 32 | - | - | 16 | - | - | - | - | Manesfield | | | | | | | | 27 | 7 | 20 | | | | | |
| Class V Students in Practice School | 59 | - | 32 | 2 | - | - | - | - | - | - | - | 25 | - | - | - | Millersville | | | | | | | | 177 | 43 | 134 | | | | | |
| Class V Students in Practice School | 41 | - | 22 | 5 | - | - | - | - | - | - | - | 14 | - | - | - | Shippensburg | | | | | | | | 64 | 33 | 31 | | | | | |
| Class V Students in Practice School | 20 | - | 3 | 8 | - | - | - | - | - | - | - | 9 | - | - | - | Slippery Rock | | | | | | | | 147 | 18 | 129 | | | | | |
| Class V Students in Practice School | 1 | - | - | 1 | - | - | - | - | - | - | - | - | - | - | - | West Chester | | | | | | | | - | - | - | | | | | |
| Class V Students in Practice School | 13 | - | - | - | - | - | - | - | - | - | 13 | - | - | - | - | | | | | | | | | | | | | | | | |
| Class V Students in Practice School | 6 | - | - | - | - | - | - | - | - | - | 6 | - | - | - | - | | | | | | | | | | | | | | | | |
| Class V Students in Practice School | 2 | - | - | - | - | - | - | - | - | - | 2 | - | - | - | - | | | | | | | | | | | | | | | | |
| Class V Students in Practice School | 2 | - | - | - | - | - | - | - | - | - | 2 | - | - | - | - | | | | | | | | | | | | | | | | |
| Class V Students in Practice School | 130 | - | - | - | - | - | - | 32 | - | - | 46 | - | - | - | 52 | | | | | | | | | | | | | | | | |
| Class V Students in Practice School | 114 | - | - | - | - | - | - | 14 | - | - | 31 | - | - | - | 69 | | | | | | | | | | | | | | | | |
| Class V Students in Practice School | 97 | - | - | - | - | - | - | 17 | - | - | 24 | - | - | - | 56 | | | | | | | | | | | | | | | | |
| Class V Students in Practice School | 99 | - | - | - | - | - | - | 25 | - | - | 32 | - | - | - | 42 | | | | | | | | | | | | | | | | |
| Class V Students in Practice School | 34 | - | 13(a) | - | 6(a) | - | - | - | - | - | 8(a) | - | - | - | 7(a) | | | | | | | | | | | | | | | | |
| (a) College Graduates | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Summer Session 1931 - TOTAL | 5926 | 401 | 814 | - | 396 | 308 | 399 | 807 | 255 | 319 | 265 | 340 | 364 | 565 | 633 | Campus Schools | 4283 | 250 | 198 | 68 | 339 | 400 | - | 437 | 292 | 348 | 532 | 463 | 219 | 503 | 234 |
| (b) Adjusted Summer Session (1/6) | 990 | 67 | 136 | - | 86 | 51 | 67 | 145 | 43 | 53 | 44 | 57 | 61 | 94 | 106 | Local Schools | 10203 | 1765 | 313 | - | 168 | *973 | 1249 | 733 | 508 | 756 | 173 | - | 1122 | - | 2443 |
| Total Adjusted Enrollment (A + B) | 11398 | 748 | 877 | 189 | 441 | 829 | 637 | 1662 | 584 | 654 | 811 | 656 | 736 | 1062 | 1510 | Non-local Schools | 5490 | 349 | 645 | 172 | - | **780 | - | 950 | 366 | - | 149 | - | - | 581 | 1498 |
| Students from other states (S.S. '31) | 52 | - | - | - | 1 | 9 | 1 | 3 | - | - | 10 | 1 | 7 | 1 | 19 | | | | | | | | | | | | | | | | |

*Includes 650 students for field of Health and Physical Education
**Includes 780 students for field of Health and Physical Education at 6 centers
***Does not include 15 Home Economics centers

DISTRIBUTION OF STUDENTS BY COUNTIES IN STATE TEACHERS COLLEGES

September 1931 to June 1932

| COUNTY | TOTAL | Bloomsburg | California | Cheyney | Clarion | E. Stroudsburg | Edinboro | Indiana | Kutztown | Lock Haven | Mansfield | Millersville | Shippensburg | Slippery Rock | West Chester |
|-------------------|-------|------------|------------|---------|---------|----------------|----------|---------|----------|------------|-----------|--------------|--------------|---------------|--------------|
| TOTAL | 10408 | 681 | 741 | 189 | 375 | 778 | 570 | 1517 | 541 | 601 | 767 | 599 | 677 | 968 | 1404 |
| Adams | 61 | 1 | - | - | - | 1 | 1 | 1 | - | 2 | - | 2 | 38 | - | 16 |
| Allegheny | 701 | - | 85 | 8 | 10 | 2 | 23 | 269 | - | 3 | 1 | 5 | - | 284 | 11 |
| Armstrong | 134 | - | 1 | - | 15 | 1 | 3 | 80 | - | 1 | - | 1 | - | 31 | 1 |
| Beaver | 99 | - | 2 | - | 4 | - | 13 | 38 | - | - | 1 | - | - | 41 | 2 |
| Bedford | 67 | 1 | - | - | 2 | - | 1 | 10 | - | 8 | - | 2 | 33 | 1 | 9 |
| Berks | 297 | 3 | - | - | - | 25 | - | 2 | 201 | 3 | 6 | 6 | 1 | - | 50 |
| Blair | 167 | - | - | 5 | - | 3 | - | 62 | 1 | 41 | 3 | 4 | 40 | 2 | 6 |
| Bradford | 115 | 2 | - | - | - | 11 | 2 | 2 | - | 2 | 90 | - | - | - | 6 |
| Bucks | 82 | 1 | - | 2 | - | 14 | - | - | 6 | - | 2 | 5 | 5 | - | 47 |
| Butler | 217 | - | 1 | - | 8 | - | 3 | 11 | - | - | - | - | - | 193 | 1 |
| Cambris | 216 | - | 2 | - | 3 | 1 | 1 | 128 | - | 48 | 2 | 1 | 10 | 12 | 8 |
| Cameron | 7 | - | - | - | - | - | - | - | - | 5 | 1 | 1 | - | - | - |
| Carbon | 102 | 3 | - | - | - | 39 | 1 | - | 16 | 1 | 4 | 1 | - | - | 37 |
| Center | 52 | - | - | 1 | 1 | - | 1 | 2 | - | 39 | 2 | 2 | - | 1 | 3 |
| Chester | 243 | 1 | - | 12 | - | 1 | 1 | - | 3 | - | - | 15 | - | - | 210 |
| Clarion | 179 | - | - | - | 166 | - | 1 | 5 | - | 1 | - | 1 | - | 5 | - |
| Clearfield | 130 | - | 1 | - | 11 | - | 3 | 34 | - | 70 | 1 | - | 2 | 3 | 5 |
| Clinton | 177 | - | - | - | - | - | - | 1 | - | 174 | - | - | 1 | 1 | - |
| Columbia | 240 | 221 | - | - | - | 5 | - | 2 | - | - | 6 | 4 | - | - | 2 |
| Crawford | 126 | 1 | 1 | - | 1 | - | 94 | 10 | - | - | - | - | - | 17 | 2 |
| Cumberland | 182 | 4 | - | - | - | 5 | 2 | 6 | - | - | 1 | 5 | 136 | - | 23 |
| Dauphin | 189 | 9 | - | 9 | - | 6 | 4 | 6 | - | 1 | 9 | 16 | 76 | - | 53 |
| Delaware | 202 | - | - | 20 | - | 1 | - | 1 | 1 | - | - | 10 | 5 | - | 164 |
| Elk | 36 | - | - | - | 4 | - | 4 | 13 | - | 9 | 4 | - | - | 2 | - |
| Erie | 290 | - | - | - | - | - | 263 | 7 | - | 2 | 6 | - | - | 12 | - |
| Fayette | 277 | - | 215 | 3 | 1 | - | 2 | 42 | - | - | 1 | 1 | 1 | 7 | 4 |
| Forest | 6 | - | - | - | 5 | - | - | - | - | - | - | - | - | 1 | - |
| Franklin | 184 | - | - | - | - | 1 | 1 | 3 | 1 | 2 | 2 | 1 | 165 | - | 8 |
| Fulton | 15 | - | - | - | - | 1 | - | - | - | - | - | - | 14 | - | - |
| Greene | 32 | - | 24 | - | - | - | - | 6 | - | - | 1 | - | - | 1 | - |
| Huntingdon | 44 | - | - | - | - | - | - | 5 | - | 13 | - | 1 | 22 | - | 3 |
| Indiana | 340 | - | 1 | - | 5 | - | - | 324 | - | 1 | - | 1 | - | 8 | - |
| Jefferson | 188 | - | - | - | 86 | - | 5 | 77 | - | 5 | 9 | - | - | 5 | 1 |
| Juniata | 18 | - | - | - | - | - | - | 3 | - | 1 | - | 3 | 7 | - | 4 |
| Lackewanna | 258 | 53 | - | - | - | 105 | - | 3 | 3 | 2 | 46 | 1 | 2 | - | 43 |
| Lancaster | 380 | 3 | - | 1 | - | 7 | 2 | 4 | 1 | - | 5 | 314 | 3 | - | 40 |
| Lawrence | 138 | - | - | - | - | - | 6 | 13 | - | 2 | 2 | - | - | 115 | - |
| Lebanon | 64 | - | - | - | - | 3 | - | 2 | 7 | 2 | 2 | 26 | - | - | 22 |
| Lehigh | 207 | 4 | - | - | - | 21 | - | 5 | 104 | 1 | 2 | 5 | 2 | 1 | 62 |
| Luzerne | 460 | 170 | - | - | - | 118 | 6 | 8 | 8 | 4 | 68 | 4 | 1 | - | 73 |
| Lycoming | 139 | 10 | - | 1 | - | 7 | - | 2 | 1 | 87 | 33 | 2 | 2 | 1 | 13 |
| McKean | 73 | 1 | - | - | 4 | - | 7 | 17 | - | 21 | 16 | - | - | 1 | 6 |
| Mercer | 143 | - | 1 | - | 7 | - | 40 | 11 | - | - | - | - | - | 83 | 1 |
| Mifflin | 57 | 6 | - | - | - | - | - | 8 | - | 3 | 2 | 1 | 26 | - | 11 |
| Monroe | 130 | - | - | - | - | 127 | 1 | - | - | - | - | - | - | - | 2 |
| Montgomery | 159 | 3 | - | 6 | - | 6 | 1 | 3 | 12 | 2 | 4 | 10 | 2 | - | 110 |
| Montour | 20 | 15 | - | - | - | 2 | - | - | - | - | - | 1 | - | - | 2 |
| Northampton | 170 | 3 | - | - | - | 72 | - | 5 | 34 | 1 | 1 | 6 | - | - | 48 |
| Northumberland | 159 | 8 | - | 1 | - | 15 | 1 | - | 7 | 7 | 3 | 14 | 1 | - | 22 |
| Perry | 46 | - | - | - | - | - | - | 1 | - | - | - | 3 | 24 | - | 18 |
| Philedelphia | 184 | 2 | - | 103 | 2 | 2 | - | - | 1 | - | - | 2 | - | - | 72 |
| Pike | 20 | - | - | - | - | 18 | - | - | 1 | - | - | - | - | - | 1 |
| Potter | 55 | - | - | - | - | 2 | 1 | - | 2 | 4 | 42 | - | - | 2 | 2 |
| Schuylkill | 317 | 37 | - | - | - | 39 | 2 | 8 | 123 | 3 | 9 | 27 | - | - | 69 |
| Snyder | 17 | 9 | - | - | - | 1 | - | - | - | 2 | 1 | - | 1 | - | 3 |
| Somerset | 113 | - | 30 | - | - | - | 3 | 43 | - | 15 | 1 | 4 | 11 | 4 | 2 |
| Sullivan | 16 | 3 | - | - | - | - | - | - | - | - | 13 | - | - | - | - |
| Susquehenna | 81 | 3 | - | - | - | 20 | - | 3 | - | - | 48 | 1 | - | - | 6 |
| Tioga | 238 | - | - | - | - | - | - | - | - | 2 | 235 | - | - | - | 1 |
| Union | 26 | 11 | - | - | - | 6 | - | - | - | 3 | 3 | - | - | - | 3 |
| Venango | 81 | - | - | - | 20 | - | 2 | 6 | - | 3 | - | - | - | 30 | - |
| Warren | 60 | - | 1 | - | 12 | - | 26 | 2 | - | 8 | 2 | 1 | 1 | 5 | 2 |
| Washington | 359 | - | 283 | - | - | - | 9 | 43 | - | 1 | 2 | - | - | 19 | 2 |
| Wayne | 48 | 3 | - | - | - | 25 | - | - | 2 | 2 | 13 | - | - | - | 3 |
| Westmoreland | 375 | 1 | 93 | - | 8 | - | 13 | 171 | - | 10 | 1 | 1 | 2 | 74 | 1 |
| Wyoming | 41 | 3 | - | - | - | 6 | - | - | - | - | 31 | - | - | - | 1 |
| York | 193 | 1 | - | 1 | - | 1 | - | 8 | 3 | 3 | 4 | 81 | 41 | 3 | 47 |
| Total from Penna. | 10242 | 676 | 741 | 173 | 375 | 720 | 568 | 1514 | 538 | 600 | 741 | 592 | 675 | 965 | 1364 |
| From other states | 166 | 5 | - | 16 | - | 58 | 2 | 3 | 3 | 1 | 26 | 7 | 2 | 3 | 40 |

Commonwealth of Pennsylvania
 DEPARTMENT OF PUBLIC INSTRUCTION
 TEACHER BUREAU
 Harrisburg

List of Graduates who Received Certificates of Graduation between June 1, 1931 and May 31, 1932
 Classified According to Curriculums Completed

| Institution | Total Number of Graduates All Curriculums | Two-year Curriculums | | | Three-year Curriculums | | | Four-year Curriculums | | | | | | | Month of Graduation | | | | | | | | |
|----------------|---|----------------------|---------|----------|------------------------|-------|----------------|-----------------------|-----|-------|------------|-------------|-----|----------|---------------------|----------------|-------|--------------|-----------------------------------|-------------|--------------|----------|------|
| | | Total | Group I | Group II | Group III | Total | Home Economics | Industrial Arts | Art | Total | Elementary | Junior High | Art | Commerce | Health | Home Economics | Music | Kindergarten | Total Graduates all Commencements | August 1931 | January 1932 | May 1932 | |
| | | | | | | | | | | | | | | | | | | | | | | | 2196 |
| Total | 3,288 | 2196 | 890 | 1146 | 160 | 10 | 5 | 2 | 2 | 1 | 1082 | 82 | 616 | 52 | 34 | 148 | 50 | 98 | 2 | 3286 | 512 | 252 | 2524 |
| Bloomsburg | 184 | 136 | 58 | 56 | 22 | - | - | - | - | - | 48 | 7 | 41 | - | - | - | - | - | - | 184 | 17 | 18 | 149 |
| California | 263 | 195 | 67 | 128 | - | - | - | - | - | - | 68 | 6 | 62 | - | - | - | - | - | - | 263 | 65 | 32 | 166 |
| Cheyney | 43 | 32 | 6 | 26 | - | 7 | 5 | 2 | - | - | 4 | - | - | - | - | - | - | - | - | 43 | - | 7 | 36 |
| Clarion | 112 | 86 | 26 | 38 | 2 | 1 | - | - | - | 1 | 25 | 1 | 24 | - | - | - | - | - | - | 112 | 50 | 1 | 81 |
| E. Stroudsburg | 199 | 92 | 37 | 55 | - | - | - | - | - | - | 107 | 6 | 41 | - | 60 | - | - | - | - | 199 | 26 | 14 | 159 |
| Edinboro | 228 | 137 | 51 | 86 | - | - | - | - | - | - | 91 | 5 | 45 | 41 | - | - | - | - | - | 228 | 52 | 25 | 153 |
| Indiana | 514 | 349 | 159 | 190 | - | 2 | - | 2 | - | - | 183 | 8 | 56 | 10 | 54 | - | 31 | 24 | - | 514 | 81 | 49 | 384 |
| Kutztown | 176 | 146 | 67 | 64 | 15 | - | - | - | - | - | 30 | 4 | 25 | 1 | - | - | - | - | - | 176 | 16 | 6 | 154 |
| Lock Haven | 198 | 159 | 80 | 79 | - | - | - | - | - | - | 39 | 6 | 31 | - | - | - | - | - | 2 | 198 | 19 | 13 | 166 |
| Mansfield | 231 | 110 | 38 | 72 | - | - | - | - | - | - | 121 | 8 | 67 | - | - | - | 15 | 51 | - | 231 | 25 | 12 | 196 |
| Millersville | 204 | 143 | 45 | 52 | 46 | - | - | - | - | - | 61 | 2 | 59 | - | - | - | - | - | - | 204 | 36 | 13 | 155 |
| Shippensburg | 213 | 144 | 52 | 64 | 28 | - | - | - | - | - | 69 | 3 | 66 | - | - | - | - | - | - | 213 | 55 | 13 | 165 |
| Slippery Rock | 288 | 156 | 95 | 107 | 6 | - | - | - | - | - | 90 | 3 | 52 | - | 55 | - | - | - | - | 288 | 59 | 23 | 206 |
| West Chester | 435 | 269 | 119 | 109 | 41 | - | - | - | - | - | 166 | 23 | 67 | - | 53 | - | 43 | - | - | 435 | 53 | 28 | 354 |

Commonwealth of Pennsylvania
 DEPARTMENT OF PUBLIC INSTRUCTION
 TEACHER BUREAU
 Harrisburg

List of Graduates who Received Certificates of Graduation May 1932 in State Teachers Colleges
 Classified According to Curriculums Completed

| INSTITUTION | Total Number of Graduates All Curriculums | Two-Year Curriculums | | | | | Three-Year Curriculums | | | | | Four-Year Curriculums | | | | | | | |
|----------------|---|----------------------|----------|-----------|-------|-----|------------------------|------------|-------------|------------|-------------|-----------------------|----------|--------|----------------|-------|--------------|----|----|
| | | Group I | Group II | Group III | TOTAL | Art | Home Ec. | Indus. Art | J.H. School | Elementary | Junior High | Art | Commerce | Health | Home Economics | Music | Kindergarten | | |
| | | | | | | | | | | | | | | | | | | 1 | 2 |
| Total | 2525 | 1689 | 712 | 854 | 123 | 9 | 1 | 5 | 2 | 1 | 827 | 57 | 437 | 40 | 29 | 125 | 49 | 88 | 2 |
| Bloomsburg | 149 | 107 | 45 | 45 | 17 | - | - | - | - | - | 42 | 7 | 35 | - | - | - | - | - | - |
| California | 167 | 132 | 45 | 87 | - | - | - | - | - | - | 35 | 5 | 30 | - | - | - | - | - | - |
| Cheyney | 36 | 25 | 6 | 19 | - | 7 | - | 5 | 2 | - | 4 | - | - | - | - | - | 4 | - | - |
| Clarion | 81 | 67 | 21 | 44 | 2 | 1 | - | - | - | 1 | 13 | - | 13 | - | - | - | - | - | - |
| E. Stroudsburg | 159 | 72 | 52 | 40 | - | - | - | - | - | - | 87 | 3 | 31 | - | - | 53 | - | - | - |
| Edinboro | 153 | 95 | 36 | 59 | - | - | - | - | - | - | 58 | 1 | 26 | 31 | - | - | - | - | - |
| Indiana | 582 | 249 | 117 | 132 | - | 1 | 1 | - | - | - | 134 | 3 | 44 | 8 | 29 | - | 30 | 20 | - |
| Kutztown | 154 | 132 | 60 | 58 | 14 | - | - | - | - | - | 22 | 4 | 17 | 1 | - | - | - | - | - |
| Lock Haven | 166 | 136 | 76 | 62 | - | - | - | - | - | - | 28 | 4 | 22 | - | - | - | - | - | 2 |
| Mansfield | 196 | 94 | 32 | 62 | - | - | - | - | - | - | 102 | 7 | 52 | - | - | - | 15 | 28 | - |
| Millersville | 155 | 116 | 35 | 35 | 42 | - | - | - | - | - | 39 | 2 | 37 | - | - | - | - | - | - |
| Shippensburg | 165 | 110 | 42 | 50 | 13 | - | - | - | - | - | 55 | 3 | 52 | - | - | - | - | - | - |
| Slippery Rock | 206 | 136 | 64 | 68 | 4 | - | - | - | - | - | 70 | 1 | 24 | - | - | 45 | - | - | - |
| West Chester | 354 | 216 | 97 | 93 | 26 | - | - | - | - | - | 138 | 17 | 54 | - | - | 27 | - | - | 20 |

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

COMPARATIVE STUDENT ENROLLMENTS IN SUMMER SESSIONS - 1930 - 1931 - 1932
STATE TEACHERS COLLEGES

| DISTRIBUTION OF STUDENTS | TOTAL | | | | | | Bloomsburg | | | California | | | Clarion | | | East Stroudsburg | | | Edinboro | | | Indiana | | |
|--|--------|------|------|----------|-------|-------|------------|------|------|------------|------|------|---------|------|------|------------------|------|------|----------|------|------|---------|------|------|
| | Number | | | Per Cent | | | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 |
| | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | | | | | | | | | | | | | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| TOTAL NUMBER ENROLLED | 5611 | 5926 | 5785 | 100.0 | 100.0 | 100.0 | 317 | 401 | 481 | 833 | 814 | 662 | 370 | 396 | 350 | 314 | 308 | 292 | 392 | 399 | 341 | 910 | 867 | 836 |
| No. working to renew Partial Certificate | 1129 | - | - | 20.1 | - | - | 61 | - | - | 94 | - | - | 143 | - | - | 43 | - | - | 115 | - | - | 221 | - | - |
| No. working to qualify for Standard Certificate* | 215 | 1113 | 814 | 3.8 | 18.8 | 14.1 | 11 | 69 | 50 | 40 | 171 | 128 | 18 | 137 | 96 | 9 | 42 | 28 | 19 | 87 | 59 | 26 | 202 | 149 |
| No. working to complete Normal Certificate | 1410 | 1117 | 949 | 25.1 | 18.8 | 16.4 | 91 | 62 | 80 | 375 | 137 | 129 | 74 | 106 | 91 | 67 | 44 | 27 | 82 | 108 | 52 | 221 | 186 | 165 |
| No. enrolled in Degree Courses | 2608 | 3365 | 3448 | 46.5 | 56.8 | 59.6 | 149 | 255 | 325 | 288 | 481 | 347 | 130 | 140 | 154 | 175 | 188 | 201 | 170 | 196 | 201 | 421 | 457 | 449 |
| College Graduates Enrolled | 128 | 286 | 500 | 2.3 | 4.8 | 8.6 | 5 | 14 | 26 | 4 | 12 | 25 | 5 | 13 | 9 | 10 | 34 | 35 | 6 | 8 | 29 | 20 | 22 | 67 |
| All others | 121 | 45 | 74 | 2.2 | .8 | 1.3 | - | 1 | - | 32 | 13 | 33 | - | - | - | 10 | - | 1 | - | - | - | 1 | - | 6 |
| No. of boarding students | 2669 | 2320 | 1952 | 47.6 | 39.1 | 33.8 | 157 | 184 | 193 | 209 | 159 | 91 | 154 | 132 | 80 | 199 | 184 | 166 | 256 | 145 | 94 | 543 | 498 | 424 |
| No. of day students | 2942 | 3606 | 3833 | 52.4 | 60.9 | 66.2 | 160 | 217 | 288 | 624 | 655 | 571 | 216 | 264 | 270 | 115 | 124 | 126 | 136 | 254 | 247 | 367 | 369 | 412 |
| Students from other states | 75 | 52 | 32 | 1.5 | .8 | .6 | 1 | - | - | - | - | - | - | 1 | - | 12 | 9 | 4 | 2 | 1 | 1 | 5 | 3 | 1 |

| DISTRIBUTION OF STUDENTS | Kutztown | | | Lock Haven | | | Mansfield | | | Millersville | | | Shippensburg | | | Slippery Rock | | | West Chester | | |
|--|----------|------|------|------------|------|------|-----------|------|------|--------------|------|------|--------------|------|------|---------------|------|------|--------------|------|------|
| | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 | 1930 | 1931 | 1932 |
| | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 |
| TOTAL NUMBER ENROLLED | 231 | 255 | 315 | 335 | 319 | 299 | 285 | 265 | 266 | 327 | 340 | 381 | 330 | 364 | 389 | 464 | 565 | 485 | 503 | 633 | 688 |
| No. working to renew Partial Certificate | 32 | - | - | 108 | - | - | 46 | - | - | 9 | - | - | 95 | - | - | 136 | - | - | 26 | - | - |
| No. working to qualify for Standard Certificate* | 8 | 26 | 21 | 13 | 95 | 63 | 3 | 42 | 32 | 24 | 23 | 12 | 8 | 75 | 61 | 24 | 110 | 88 | 12 | 34 | 27 |
| No. working to complete Normal Certificate | 37 | 40 | 40 | 70 | 61 | 51 | 67 | 31 | 19 | 60 | 40 | 56 | 67 | 53 | 28 | 104 | 144 | 120 | 95 | 105 | 91 |
| No. enrolled in Degree Courses | 113 | 165 | 228 | 144 | 157 | 174 | 161 | 165 | 173 | 192 | 234 | 235 | 140 | 205 | 224 | 183 | 276 | 231 | 342 | 446 | 506 |
| College Graduates Enrolled | 8 | 10 | 16 | - | 6 | 6 | 8 | 23 | 42 | 22 | 43 | 76 | 5 | 20 | 59 | 17 | 35 | 46 | 18 | 46 | 64 |
| All others | 33 | 14 | 10 | - | - | 5 | - | 4 | - | 20 | - | 2 | 15 | 11 | 17 | - | - | - | 10 | 2 | - |
| No. of boarding students | 136 | 120 | 125 | 206 | 161 | 117 | 83 | 67 | 40 | 121 | 105 | 110 | 180 | 170 | 161 | 191 | 169 | 106 | 234 | 226 | 245 |
| No. of day students | 95 | 135 | 190 | 129 | 158 | 182 | 202 | 198 | 226 | 206 | 235 | 271 | 150 | 194 | 228 | 273 | 396 | 379 | 269 | 407 | 443 |
| Students from other states | - | - | 1 | 4 | - | - | 15 | 10 | 3 | 5 | 1 | - | 9 | 7 | 3 | 4 | 1 | - | 19 | 19 | 19 |

*Includes those working to renew Partial Certificates 1931-1932

July 15, 1932

DISTRIBUTION OF 1932 SUMMER SESSION STUDENTS IN
STATE TEACHERS COLLEGES

July 15, 1932

| DISTRIBUTION OF STUDENTS | | TOTAL | Bloomsburg | California | Clarion | F. Stroudsburg | Edinboro | Indiana | Kutztown | Lock Haven | Mansfield | Millersville | Shippensburg | Slippery Rock | West Chester |
|--|--|-------|------------|------------|---------|----------------|----------|---------|----------|------------|-----------|--------------|--------------|---------------|--------------|
| Total Number Enrolled | | 5785 | 481 | 662 | 350 | 292 | 341 | 636 | 315 | 299 | 266 | 381 | 389 | 485 | 688 |
| No. working to qualify for Standard Certificates | | 814 | 50 | 128 | 96 | 28 | 59 | 149 | 21 | 63 | 32 | 12 | 61 | 88 | 27 |
| No. working to complete Normal Certificates | | 949 | 80 | 129 | 91 | 27 | 52 | 165 | 40 | 51 | 19 | 56 | 28 | 120 | 91 |
| No. enrolled in Degree Courses | | 3448 | 325 | 347 | 154 | 201 | 201 | 449 | 228 | 174 | 173 | 235 | 224 | 231 | 506 |
| College graduates enrolled | | 500 | 26 | 25 | 9 | 35 | 29 | 67 | 16 | 6 | 42 | 76 | 59 | 46 | 64 |
| All others* | | 74 | - | 33 | - | 1 | - | 6 | 10 | 5 | - | 2 | 17 | - | - |
| No. of Boarding Students | | 1952 | 193 | 91 | 80 | 166 | 94 | 424 | 125 | 117 | 40 | 110 | 161 | 106 | 245 |
| No. of Day Students | | 3833 | 288 | 571 | 270 | 126 | 247 | 412 | 190 | 182 | 226 | 271 | 228 | 379 | 443 |
| Students from Other States | | 32 | - | - | - | 4 | 1 | 1 | 1 | - | 3 | - | 3 | - | 19 |

*DISTRIBUTION OF "ALL OTHERS"

| | | | |
|---|----|--|----|
| California State Teachers College | 33 | Lock Haven State Teachers College | 5 |
| Industrial Arts Students | 23 | Liberal arts college students completing practice teaching | 5 |
| For transfer of credits to other institutions | 7 | Millersville State Teachers College | 2 |
| Taking work at the request of school board | 3 | Completing credits toward having library science added to certificates | 2 |
| East Stroudsburg State Teachers College | 1 | Shippensburg State Teachers College | 17 |
| Nurse increasing professional preparation | 1 | 1931-32 Students making up back work | 11 |
| Indiana State Teachers College | 6 | Special | 1 |
| Completing private work in music | 6 | Working for Maryland Certificates | 3 |
| Kutztown State Teachers College | 10 | Renewal of Temporary Standard Certificates | 1 |
| Completing credits toward having library science added to certificates | 6 | Will be a student during 1932-33 | 1 |
| Students, teachers-in-service, taking courses for information, culture, or self-improvement | 4 | | |



Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, August 19, 1932

D O C K E T

I. Item of Business

1. Salary Schedule
2. Enrollments
3. Summer Session
4. 1933-35 Budgets

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, August 19, 1932

A special meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the State Council Chamber of the Department of Public Instruction, Harrisburg, Pennsylvania, and was called to order by the Chairman at 9:30 o'clock.

The following were present:

| | |
|------------------------|------------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| Leslie Pinckney Hill | Cheyney |
| G. C. L. Riemer | Clarion |
| T. T. Allen | East Stroudsburg |
| C. C. Crawford | Edinboro |
| C. R. Foster | Indiana |
| A. C. Rothermel | Kutztown |
| Dallas W. Armstrong | Lock Haven |
| William R. Straughn | Mansfield |
| Landis Tanger | Millersville |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |

James N. Rule, Chairman
Henry Klonower, Secretary

1. Salary Schedule

Doctor Rule suggested that the question with reference to an adjustment in salaries of employes in the State Teachers Colleges be discussed.

After a general discussion the Board adopted the following resolution:

On motion of Doctor Eisenberg seconded by Doctor Tanger it was voted that all instructors in the State Teachers Colleges will receive from September 1, 1932 the same salary rate that they received at the close of the fiscal year May 1931 and it means that from September 1, 1932 no increments will be granted to any member of the instructional staff.

Doctor Rule asked Mr. Crosley to get in touch with Doctor Logan and Mr. Schnader, Attorney General, and see if we could secure before the adjournment of the meeting an oral approval of this action.

The Board adjourned at 12:50 for luncheon and agreed to reconvene at 2:00 o'clock.

Mr. Crosley reported that he had had an opportunity to talk to Mr. Schnader, Attorney General, during the noon period and he stated that insofar as increments were optional in any institution, the Board could take such actions as the situation warranted depending entirely upon the budgets, but that there must be no change in classification.

Doctor Rule stated that he would write a letter to each institution stating the facts so that the Presidents might be fully informed.

The matter of non-instructional employes in the State Teachers Colleges was then considered.

On motion of Doctor Eisenberg seconded by Doctor Rowland it was voted that all non-instructional employes in the State Teachers Colleges will receive from September 1, 1932 the same salary rate that they received at the close of the fiscal year May 1931 and it means that from September 1, 1932 no increments will be granted to any member of the non-instructional staff.

2. Enrollments

Doctor Rule stated that he would like the Board to discuss the question of a definite restriction of entering students.

Following a general discussion Mr. Allen suggested the adoption of a policy to limit the enrollments to ninety per cent of the total of Class I students enrolled last year as indicated on the official summary of enrollments.

On motion of Mr. Allen seconded by Doctor Eisenberg it was voted that each of the State Teachers Colleges limit its total enrollment for the first semester of the 1932-33 year to not more than ninety percent of the total enrollment as of October 15, 1931, and limit the enrollment for the second semester of the college year 1932-33 to not more than ninety percent of the total enrollment as of February 15, 1932. This is for Class I students.

Doctor Hill stated that he would have to vote nay on this resolution.

Doctor Haas stated that he was agreed with the exception that the enrollment at the Cheyney Training School for Teachers should be adjusted with the State Superintendent.

Approved with following modification: See Exhibit A

Mr. Allen and Doctor Eisenberg stated they were agreed to have this included or understood in the original motion.

Doctor Rule stated that this would be the first step toward the limitation of enrollments in order to bring the supply somewhat within the demand.

3. Summer Sessions

Doctor Rowland stated that we might invite the Committee on "Uniform Fees in the State Teachers Colleges" to give some consideration to the matter of fees for the summer session and consider charging a fee for courses completed by teachers in service during the summer session in the State Teachers Colleges.

On motion of Doctor Steele seconded by Doctor Rowland it was voted that the "Fee Committee" consider this matter of summer session fees along with other matters coming before their committee and report at the next meeting of the Board.

4. Budgets for 1933-35

Doctor Rule asked Mr. Crosley to send the budgets and a copy of the communication that came from the Budget Office which outlined the situation rather clearly.

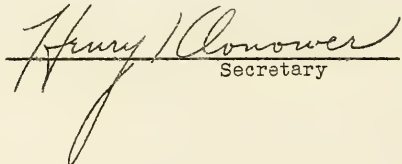
Mr. Crosley stated that he would send them out for 1933-35 biennium within the next week. He stated that the form is almost the same as we have had heretofore and that these budgets should be back in the Department of Public Instruction by September 20, 1932 so that they can be checked and ready for the Governor's Office by October 1, 1932.

The question was raised as to whether a modification of the statement of "Uniform Fees, Deposits, and Repayments in the State Teachers Colleges" should be considered in light of the present financial situation and Doctor Rule suggested that the "Fee Committee" make a study of this problem.

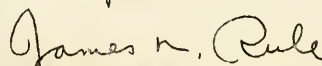
On motion of Doctor Haas seconded by Doctor Eisenberg it was voted that the "Fee Committee" take up this whole problem in light of the discussions and the 1933-35 budgets and make recommendation back to the Board at the next meeting.

Doctor Rule stated that the budgets would have to be made up on the basis of the present fees.

The meeting adjourned at 5:30 o'clock.


Secretary

Approved: Sept. 13, 1932


Superintendent of Public Instruction

HARRISBURG PENNSYLVANIA
SEPTEMBER 10, 1932

DOCTOR FRANCIS B. HAAS
PRESIDENT OF STATE TEACHERS COLLEGE
BLOOMSBURG PENNSYLVANIA

AM APPROVING RESOLUTION RELATIVE TO LIMITATION OF ENROLLMENT
WITH MODIFICATION THAT ENTERING CLASS I STUDENTS NEED NOT BE REDUCED
MORE THAN TWENTY PERCENT OVER NUMBER ENTERING LAST YEAR STOP SUGGEST
CAREFUL EXECUTIVE USE OF MODIFICATION

JAMES N. RULE

To Presidents of State Teachers Colleges:

On my return this week from a brief vacation I find on my desk copy of Doctor Haas' circular letter to all of us bringing out certain facts relative to the application of the resolution adopted by the Board at its last meeting, looking toward the limitation of enrolments. This motion specifically is as follows:

On motion of Mr. Allen, seconded by Doctor Eisenberg, it was voted that each of the State Teachers Colleges limit its total enrolment for the first semester of the year 1932-33 to not more than 90% of the total enrolment as of October 15, 1931, and limit the enrolment for the second semester of the college year 1932-33 to not more than 90% of the total enrolment as of February 15, 1932, this percentage to be applicable only to class I students.

At this late date I hesitate to alter the essential principle of the resolution. I have received in addition to Doctor Haas' letter, communications from Doctor Rowland, Doctor Rothermel, Doctor Crawford, Mr. Allen, Doctor Cameron, and Doctor Foster relative to this matter. These letters indicate great variation in the distribution of service throughout the State as represented by opportunities for enrolment in the beginning of the semester. Therefore I am approving the resolution with the modification that for the coming year the entering class need not be reduced more than 20% over last year. This refers to Class I students as indicated on the October 15, 1931 report.

I am also appointing a special committee consisting of Doctor Cameron, Doctor Rowland, and Doctor Riemer, Chairman, to make a critical study of all the aspects of this situation and asking them to report to the November meeting of the Board in order that specific plans may be made effective for the second semester which will carry out on a State-wide basis the intent of the resolution with which I am in agreement. Will you please send direct to the Chairman any statement you desire to make relative to this important matter, and supply promptly any information requested by the committee?

Sincerely yours

JAMES N. RULE
Superintendent of Public Instruction

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Thursday, September 15, 1932

D O C K E T

- I. Reading and consideration of the minutes of the meetings of the Board of Presidents held at Harrisburg, August 1, 1932 and August 19, 1932.
- II. Unfinished Business
 1. Report of the Curricular Revision Committee
 - A. Special curriculums
 1. Commercial Education
 2. Report of committee on "Stores conducted at the State Teachers Colleges"
 3. Report of committee on "Centralized Purchasing for the State Teachers Colleges"
 4. Report of Calendar Committee on "Summer Sessions - 1933"
 5. Report of Fee Committee
 6. Annual Conference of the Faculties of the State Teachers Colleges
 7. Printing of
 - a. Hand-books at State expense
 - b. College papers
 - c. Annual catalogues in the State Teachers Colleges
 8. Room rental for off-campus students
 9. Enrollments in the State Teachers Colleges
 10. Budgets for 1933-35
- III. New Business
 1. Membership in the American Association of State Teachers Colleges

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Thursday - September 15, 1932

A regular meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the State Council Chamber of the Department of Public Instruction, Harrisburg, Pennsylvania, and was called to order by the Chairman at 9:30 o'clock.

The following were present:

| | |
|------------------------|------------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| Leslie Pinckney Hill | Cheyney |
| G. C. L. Riemer | Clarion |
| T. T. Allen | East Stroudsburg |
| C. C. Crawford | Edinboro |
| Charles R. Foster | Indiana |
| A. C. Rothermel | Kutztown |
| Dallas W. Armstrong | Lock Haven |
| Landis Tanger | Millersville |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |

James N. Rule, Chairman
Henry Klonower, Secretary

Doctor Straughn, President of the State Teachers College at Mansfield, was not present due to illness.

I. Approval of minutes of the meetings of the Board of Presidents, held in Harrisburg, August 1, 1932 and August 19, 1932.

On motion of Doctor Eisenberg seconded by Mr. Allen it was voted that the minutes of the meeting of the Board held August 1, 1932 be approved with the following corrections:

Four-year curriculum in Health Education, page 690, third semester, Descriptive Anatomy to be changed from 4--4 to 3--3; page 691, sixth semester, Principles and Methods of Coaching, to be changed from 2--1 to 4--2.

On motion of Doctor Riemer seconded by Doctor Steele it was voted that the minutes of the meeting of August 19, 1932 be approved as submitted.

II. Unfinished Business

A. Special Curriculums

1. Commercial Education

Doctor Eisenberg, Chairman of the Curricular Revision Committee, reported for the committee. He stated that a meeting had been held with the Presidents of the institutions concerned and the heads of the Departments of Commercial Education, and they had agreed upon the following curriculum:

Business

"FOUR-YEAR CURRICULUM IN COMMERCIAL EDUCATION
ARRANGEMENT OF COURSES BY SEMESTERS

Subject to Modification for Administrative Purposes

| <u>First Semester</u> | <u>Class</u> <u>Hours</u> | <u>Semester</u> <u>Hrs. Credits</u> |
|--|------------------------------|--|
| *Introduction to Business Teaching | 3 | 3 |
| (Include social guidance on the campus) | | |
| *English I | 3 | 3 |
| *English Activities | 3 | 3 |
| (Include library, voice, and dramatization) | | |
| Commercial Geography I | 3 | 3 |
| Business Writing | 3 | 1 |
| Business Mathematics I | 3 | 1 |
| Typewriting I | 3 | 1 |
| *Physical Education I | <u>3</u> | <u>1</u> |
| | 24 | 16 |

Second Semester

| | | |
|--|----------|----------|
| *English II | 3 | 3 |
| Bookkeeping and Accounting I | 5 | 3 |
| Commercial Geography II | 3 | 3 |
| Business Mathematics II | 3 | 3 |
| Shorthand I | 5 | 3 |
| Typewriting II | 3 | 1 |
| *Physical Education II | <u>3</u> | <u>1</u> |
| | 25 | 17 |

Third Semester

| | | |
|--|----------|----------|
| *Literature I | 3 | 3 |
| Bookkeeping and Accounting II | 5 | 3 |
| Business Organization and Finance | 3 | 3 |
| Business Mathematics III with Statistics | 3 | 3 |
| Shorthand II | 5 | 3 |
| Typewriting III | <u>5</u> | <u>2</u> |
| | 24 | 17 |

Fourth Semester

| | | |
|---|----------|----------|
| *Science I - Biology | 4 | 3 |
| (Include physiology of the nervous system as a basis for psychology) | | |
| Bookkeeping and Accounting III | 3 | 3 |
| Business Correspondence | 3 | 2 |
| Business Law I | 3 | 3 |
| Shorthand Applications | 5 | 3 |
| Typewriting Applications | <u>5</u> | <u>2</u> |
| | 23 | 16 |

| <u>Fifth Semester</u> | Class Hours | Semester Hrs. Credits |
|---|----------------|--------------------------|
| *Psychology I | 3 | 3 |
| *History of Civilization | 3 | 3 |
| Bookkeeping and Accounting IV | 3 | 3 |
| Salesmanship | 3 | 3 |
| Business Law II | 3 | 2 |
| Stenographic Office Practice | 5 | 2 |
| | 20 | 17 |

| <u>Sixth Semester</u> | | |
|---|----|----|
| Methods of Teaching Commercial Courses | 3 | 3 |
| Junior High School Commercial Courses | 3 | 3 |
| Tests and Measurements in Commercial Subjects | 3 | 3 |
| Economics I | 3 | 3 |
| Secretarial Practice (or elective) | 5 | 2 |
| | 17 | 14 |

| <u>Seventh Semester</u> | | |
|--|----|----|
| *History and Philosophy of Education | 4 | 4 |
| *Educational Sociology | 3 | 3 |
| *American Government | 3 | 3 |
| Economics II | 3 | 3 |
| Clerical Practice and Machines (or elective) | 5 | 2 |
| | 18 | 15 |

| <u>Eighth Semester</u> | | |
|--|-----|-----|
| Student Teaching and Conferences | 21 | 14 |
| Techniques of Teaching | 2 | 2 |
| | 23 | 16 |
| Total | 174 | 128 |

* Core Subjects 36
 Teaching 16
 Theory and Practice Work
 in Special Field 76

Total 128"

On motion of Doctor Haas seconded by Doctor Foster it was voted that the report of the Curricular Revision Committee be accepted and the curriculum in ~~Commercial~~ Education be adopted by the Board. *W. S. Foster*

2. Report of committee on "Stores conducted at the State Teachers Colleges"

Doctor Haas, Chairman of the special committee having to do with the Retail Stores, stated that he had had a meeting with Mr. Arnold and Mr. Crosley and they were agreed to resubmit again a new plan for the operation of these stores. This was done and the whole issue of the problem centers around the character of the cooperative organization which would operate the stores.

The final recommendations are in the hands of Mr. Crosley and have been turned over again to the Attorney General. No further word has been received from him relative to the situation.

3. Report of committee on "Centralized Purchasing for the State Teachers Colleges"

Doctor Straughn, Chairman of the committee on Centralized Purchasing, was not able to be present on account of illness, and therefore no report was submitted.

4. Report of Calendar Committee on "Summer Sessions - 1933"

Doctor Haas, Chairman of the Calendar Committee reported for the committee. He stated that the committee had previously suggested a plan of staggering the summer sessions in 1933, but after some thought on this matter, it was felt wise not to approve such a plan at this time because of the effect of such a plan on the budget situation. The whole plan should have more consideration from the point of view of the budgets. The Calendar Committee discussed the possibility of charging a fee for summer session work since the majority of the summer session students are teachers in service, who are self-supporting or who had secured the basic professional preparation, or were students who for some reason or other should pay directly for this additional service.

Doctor Haas stated that as a matter of form the Calendar Committee would present their regular report at the next meeting of the Board of Presidents in November and perhaps provide something in the way of a suggestion for the summer sessions.

On motion of Doctor Rowland seconded by Doctor Eisenberg it was voted to accept the report of progress made by the Calendar Committee.

5. Report of Fee Committee

In the absence of Doctor Straughn, Chairman of the Fee Committee, Doctor Steele reported for the committee. He stated that a meeting had been held on Wednesday, September 14, 1932 at which the following were present; Doctor Foster and Doctor Steele, representing the committee on Uniform Fees, and Doctor Haas and Doctor Foster, representing the committee on Refund of Monies in the State Teachers Colleges.

Doctor Steele stated that the joint committee had a tentative report to submit for the consideration of the Board. He further stated that the committee did not favor charging a tuition fee at this time, but had suggested other fees that might in part take the place of such a fee; first, an activity fee to be paid by all students; and second, a contingent fee to be paid by each student.

Doctor Rule suggested that the report be mimeographed during the noon period so that it would be in better shape for discussion by the members of the Board when they returned from luncheon.

The Board adjourned for luncheon at 12:50 P. M. to reconvene at 2:00 o'clock.

Doctor Steele, reporting for the committee, submitted the following tentative report for the consideration of the Board:

TENTATIVE PROPOSALS
FOR
UNIFORM FEES, DEPOSITS, and REPAYMENTS
IN THE STATE TEACHERS COLLEGES

To become effective June 1, 1933

A. FEES

I. Activity Fee

A fee of \$5 per semester and/or \$2 for the summer session will be collected from all students and administered under the direction of the Board of Trustees of the Teachers Colleges. This fee will cover the cost of student activities such as athletics, student publications, lectures and entertainment.

II. Contingent Fee

The contingent fee for all students in the regular curricula shall be \$18 per half semester and \$12 for the Summer Session. In the special four-year curricula the following shall be the contingent fees:

| | <u>Half Semester</u> | <u>Summer Session</u> |
|---------------------------------|----------------------|-----------------------|
| Art | \$27.00 | \$18.00 |
| Commercial Education | 21.00 | 14.00 |
| Health Education | 27.00 | 18.00 |
| Home Economics | 36.00 | 24.00 |
| Industrial Arts | 27.00 | 18.00 |
| Music | 54.00 | 36.00 |

This fee covers registration and keeping of records of students, library, student welfare, health service (other than extra nurse and quarantine) and laboratory facilities.

III. Housing Fee

1. Housing rate for students:

The housing rate for students shall be \$63.00 per one-half semester and \$42.00 for the Summer Session. This includes room, meals and limited laundry.

- (a) For rooms with running water an additional charge of \$9.00 per student per semester, or \$3.00 for the Summer Session may be made.
- (b) No reduction in the rate is to be made for laundry done at home nor for absence of students who go home for a few days at a time.
- (c) A student may, at the discretion of the President of the college, occupy a double room alone by paying an additional \$36.00 a semester or \$12.00 for the Summer Session.

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
RESEARCH REPORT

1. Introduction

2. Experimental

3. Results

4. Discussion

5. Conclusions

6. References

7. Appendix

8. Acknowledgments

9. Author's address

10. Summary

2. Housing rate for employes other than those included in the State Classification Schedule (faculty, clerks, etc.) shall be \$9.00 per week.

3. The rate for transient meals shall be:
Breakfast, \$.40; Lunch, \$.40; Dinner, \$.50.

IV. Damage Fee

Students shall be responsible for damages, or breakage or loss, or delayed return of college property.

V. Infirmary Fee

After three days in the college infirmary, the college shall charge an additional \$1.00 for each day.

Day students who may be admitted to the infirmary shall pay board at the rate of \$2.00 a day. This charge includes the regular nurse and regular medical service, but does not include special nurse or special medical service.

VI. Isolation Hospital Fee

If the college maintains an Isolation Quarantine Hospital for contagious diseases, the college shall charge \$10 per week additional, but this service charge does not include trained nurse or special medical service.

Day students, who may be admitted to the Quarantine Hospital shall pay the board rate of \$2.00 a day (see V above), and in addition shall pay \$10 a week, but this additional charge does not include trained nurse or special medical service.

VII. Tuition Fee

Students whose residence is out of the state shall be charged a fee of \$105.00 per semester; \$35.00 per Summer Session. (It is understood that this fee has been operative since June 1, 1929, for entering students only.)

Out-of-state students shall pay the contingent fee in addition to the tuition fee.

VIII. Private Instruction Fees

The charge for private lessons in music, in the State Teachers Colleges maintaining the special curriculum in music, shall be:

1. Voice, piano, band or orchestral instruments, \$24 per semester - for one lesson per week.

Pipe organ, \$42 per semester - for one lesson per week.

2. Rental of piano for practice, 1 period per day, \$6.00 per semester.
Rental of pipe organ for practice, 1 period per day, \$36 per semester.
Rental of band or orchestral instruments, \$6.00 per semester.
(For Summer Session the charge is one-third of above rates.)
3. The charge for private lessons in music in the State Teachers Colleges not maintaining the special music curriculum shall be fixed as follows:

The Board of Trustees of a State Teachers College not offering the special curriculum in music, may, subject to the approval of the Superintendent of Public Instruction, enter into contract with individuals to give private lessons in music in order to afford an opportunity for students to continue their musical education. Such agreement shall provide reasonable reimbursement to the institution for any service or overhead supplied by the institution.

IX. Degree Fee

A fee of \$5.00 shall be paid by each candidate for a degree to cover the cost of degree diploma.

X. Record Transcript Fee

One dollar (\$1.00) shall be charged for the second and each subsequent transcript of records.

XI. Delinquent Accounts

No student shall be enrolled, graduated, or receive a transcript of his record until all previous charges have been paid.

B. DEPOSITS

Advance Registration Deposit

A deposit of \$10.00 shall be made by all students when they request registration. This is a guarantee of the intention of the student to enter college for the term or semester designated. It is deposited with the Revenue Department to the credit of the students contingent fee. If, however, the student notifies the college at least three weeks before the opening of college that he is unable to enter, or if the student is rejected by the college, repayment of this deposit will be made through the Department of Revenue, on application from the student through the college authorities.

Check or money order for this amount must be drawn to the Commonwealth of Pennsylvania.

C. NO OTHER FEES OR DEPOSITS PERMITTED

No fees or deposits, other than as specified above may be charged by a State Teachers College.

D. REPAYMENTS

I. Repayment will not be made:

1. To students who are temporarily suspended, indefinitely suspended, dismissed, or who voluntarily withdraw from College.
2. For any part of the advance registration deposit for any cause whatsoever except where students give notice of intention to withdraw at least three weeks before the college opens or when the student is rejected by the college.

II. A repayment will be made for personal illness, the same being certified to by an attending physician, or for such other reasons as may be approved by the Board of Trustees for the amount of the housing and contingent fees paid by the student for the part of the semester which the student does not spend in college.

III. The advance registration deposit will be returned to students provided they notify the college not less than three weeks before the opening of the semester or term of their intention not to attend, or provided the student is rejected by the college.

The Committee recommends that the tentative proposals made in the report be carefully studied by each member of the Board, applying the proposals to his institution.

The Committee recommends further that budget estimates and revenue estimates for 1933-35 be made upon basis of present legislation and that a statement be prepared to submit to the Governor proposing a plan which we believe will advance the educational interests of the institutions and increase the revenue available for the support of the institutions.

COMMITTEE ON UNIFORM FEES, DEPOSITS and REPAYMENTS

Doctor Steele stated that he wanted especially to call attention to the recommendation of the Committee, which appeared at the end of the report on Fees and Repayments.

Doctor Haas suggested that the Fee Committee might be asked to prepare a statement indicating all the implications of the new fees and the details of the same.

Doctor Rule stated that the Fee Committee should draft a comprehensive statement which will make clear just what the principles are back of these charges and what the implications of the charges are in terms of the project and in terms of the additional administration.

On motion of Mr. Allen seconded by Doctor Eisenberg it was voted that the recommendations of the Committee to the effect that:

"the tentative proposals made in the report be carefully studied by each member of the Board, applying the proposals to his institution.

Further, that budget estimates and revenue estimates for 1933-35 be made upon basis of present legislation and that a statement be prepared to submit to the Governor proposing a plan which we believe will advance the educational interests of the institutions and increase the revenue available for the support of the institutions"

be adopted with the suggestion that the Committee set up a rather comprehensive statement with the implications involved in terms of the budget.

On motion of Doctor Foster seconded by Doctor Haas it was voted that the Committee on Repayments be discharged with thanks and that the Committee on Uniform Fees be designated as the "Committee on Uniform Fees, Deposits and Repayments in the State Teachers Colleges."

6. Annual Conference of the Faculties of the State Teachers Colleges

On motion of Doctor Haas seconded by Doctor Rowland it was voted that the Annual Conference of the Faculties of the State Teachers Colleges be dispensed with for this year and the matter of the special groups to consider the syllabi for the special fields be called in order to advance the projects in question and work out the syllabi in the special curriculums with the necessary expenses to be paid by the institutions from which the people are called.

7. Printing of

- A. Hand-books at State expense
- B. College papers
- C. Annual catalogues in the State Teachers Colleges

Mr. Crosley stated that the Budget Bureau was holding up all of these publications.

8. Room Rental for off-campus students

By unanimous consent this item was stricken from the docket.

9. Enrollments in the State Teachers Colleges

Doctor Rule stated that he had sent a telegram to each President under date of September 10, 1932, a copy of which appears as exhibit A in the minutes of the meeting of the Board of Presidents, State Teachers Colleges, August 19, 1932, modifying to a certain extent the resolution of the Board of Presidents as adopted Friday, August 19, 1932 concerning the limitation of enrollments in the State Teachers Colleges, which minutes were approved by the Board September 15, 1932 on motion of Doctor Riemer seconded by Doctor Steele.

10. Budgets for 1933-35

Doctor Rule stated that he would like to have a committee of three representing the Board of Presidents to collaborate with him in the preparation of the budget for the State Teachers Colleges for the next biennium.

The Board by ballot then elected Doctor Foster, Doctor Rowland, and Doctor Steele to work with Doctor Rule in the preparation of the budget for the biennium 1933-35.

Doctor Rule stated that if agreeable to the Board and the committee of three he would ask Doctor Haas to work with this committee as a consulting member.

III. New Business

1. Membership in the American Association of State Teachers Colleges

Doctor Rothermel stated that since the allocation to the State Teachers Colleges had been reduced, they found it practically impossible to invest enough money in books and magazines to make it possible to retain the membership in the American Association of State Teachers Colleges. He wondered if it were wise to remain in the Association if one could not meet all the standards.

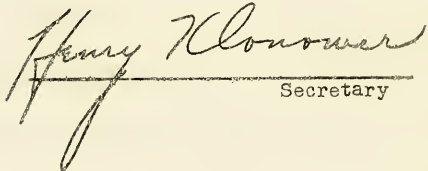
Mr. Allen stated that the matter of classification had been entirely discontinued. Institutions are not classified any more as to Class A or Class B; the only thing the Association does is to indicate the deficiency of an institution.

IV. Miscellaneous

1. Annual meeting of the Association of Trustees of the Pennsylvania State Teachers Colleges and the Cheyney Training School for Teachers

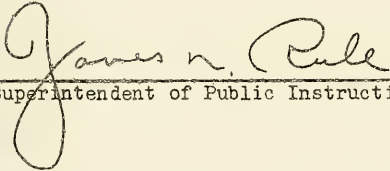
Mr. Klouwer distributed programs of the meeting of the Association of Trustees. He stated that this meeting would be held the day following the meeting of the Board of Presidents.

The meeting adjourned at 4:30 o'clock.


Secretary

Approved:

Sept 20, 1932


Superintendent of Public Instruction

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Tuesday, November 15, 1932

D O C K E T

I. Reading and consideration of the minutes of the meeting of the Board of Presidents held at Harrisburg, September 15, 1932.

II. Unfinished Business

1. Report of Curricular Revision Committee
2. Report of committee on "Stores conducted at the State Teachers Colleges"
 - a. Formal Opinion No. 70 - Department of Justice
3. Report of committee on "Centralized purchasing for the State Teachers Colleges"
4. Report of Calendar Committee
 - a. Summer Sessions - 1933
5. Report of Fee Committee
6. Report of committee re "Budgets for 1933-1935"
7. Standardization of printing forms in the State Teachers Colleges
8. Report of committee on "Entrance Requirements"

III. New Business

1. Enrollment report as of October 15, 1932
2. Placement of graduates of June 1932 class
3. Summary of the percentage distribution of teachers having college preparation
4. Maximum possible enrollment
5. Effective date of four-year preparation standard for the certification of elementary teachers
6. Unit plan for organizing film libraries in the State Teachers Colleges - Doctor Finegan of Eastman Kodak Company

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Tuesday, November 15, 1932

A regular meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the Superintendent's Conference Room of the Department of Public Instruction, Harrisburg, Pennsylvania, and was called to order by the Chairman at 9:30 o'clock.

The following were present:

| | |
|---------------------------|----------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| Leslie Pinckney Hill | Cheyney |
| G. C. L. Riemer | Clarion |
| T. T. Allen | E. Stroudsburg |
| Charles R. Foster | Indiana |
| A. C. Rothermel | Kutztown |
| Dallas W. Armstrong | Lock Haven |
| William R. Straughn | Mansfield |
| Landis Tanger | Millersville |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |
| James N. Rule, Chairman | |
| Henry Klonower, Secretary | |

Doctor C. C. Crawford, President of the State Teachers College at Edinboro, was not present due to illness.

1. Approval of the minutes of the meeting of the Board of Presidents, held in Harrisburg, September 15, 1932.

On motion of Doctor Eisenberg seconded by Doctor Tanger it was voted that the minutes of the meeting of the Board of Presidents held September 15, 1932 be approved as submitted.

II. Unfinished Business

1. Report of the Curricular Revision Committee

Doctor Eisenberg, Chariman of the Curricular Revision Committee, reported for the committee. He stated that the syllabi for the State Teachers Colleges are now in the hands of the printer, the paper has been selected, the proof has been read, and he hoped to have the printed syllabi within a very short time.

2. Report of committee on "Stores conducted at the State Teachers Colleges."

a. Formal Opinion No. 70 - Department of Justice

Doctor Rule stated that he was very well pleased with the opinion rendered by the Department of Justice relative to the matter of conducting stores at the State Teachers Colleges and he felt it was just what we had been hoping it would be. He further stated that a copy of the opinion had been forwarded to the President of each State Teachers College together with the following letter:

"To Presidents of State Teachers Colleges:

Enclosed find copy of formal opinion No. 70 of the Department of Justice relative to the operation of cooperative stores on the premises of the respective colleges.

The opinion, you will note with pleasure, is in conformity with our hopes. Needless to say, I am delighted to know that this question has been settled happily and to our satisfaction.

At the next meeting of the Board of Presidents we can consider certain questions involved in making this new arrangement effective.

Sincerely yours,

JAMES N. RULE

Superintendent of Public Instruction"

Mr. Allen raised a question as to whether the opinion included extra-curricular activities.

Doctor Rule said that he would raise the question with Mr. Arnold, Deputy Attorney General, sometime during the day and secure an interpretation for the Presidents.

Doctor Rule later stated that Mr. Arnold's reaction to his inquiry was to the effect that it was highly desirable to get student activities out of State channels and in keeping with the opinion rendered.

Mr. Arnold further stated to Doctor Rule that the general thought was to get out of State channels all of these extra-curricular activities and to have them handled by the cooperative association.

Mr. Allen stated that he felt all receipts from athletic games, entertainments, et cetera, should go into the fund of this cooperative association.

Doctor Haas stated that the report of the Fee Committee would have to be modified somewhat under this new ruling relative to fees for extra-curricular activities.

Doctor Rowland stated that this would also modify the report of the Budget Committee.

Doctor Rule stated that he and Mr. Crosley had talked the matter over and they were of the opinion that the effective date for the operation of these cooperative stores in the several institutions was simply a matter of local adjustments.

Mr. Crosley stated that the inventory should be carried along as it is now and as articles are sold from the present inventory, the money should be turned into the State.

Mr. Crosley further stated that the inventory under the new scheme should not be mixed with the inventory now on hand and the Presidents should be sure that every penny from the present supply goes into the State over a period of time.

3. Report of committee on "Centralized Purchasing for the State Teachers Colleges"

Doctor Straughn, Chairman of the Committee, reported for the Committee. His report follows:

"To comply with centralized purchasing, the institution submits a requisition to the Department of Property and Supplies. Upon receipt of such requisition, bids are solicited on materials requested so that prices may be determined. After prices have been indicated on the requisition, it is sent to the Department of Public Instruction for approval. When approved, the requisition is returned to the Department of Property and Supplies and the order is placed.

The attached information relative to centralized purchasing has been obtained from answers to the following questions sent to Presidents of State Teachers Colleges:

How many days elapse between the date of the requisition and the delivery of shipment?

How many days elapse between the date of delivery of shipment and payment of the account?

What is the estimated percent of purchases thus delayed?

What is the estimated amount and percent of inventory increase necessary because of delay in replenishing stock?

If unmarked brands have been substituted for standard brands, give illustrations.

If materials of inferior quality have been substituted for those ordered, give illustrations.

If quality of printing has been unsatisfactory, give illustrations.

| Institution | Delivery of Goods | Payment of Goods | % of Purchases delayed | Increase in Inventory | Substitution of unmarked brands for standard brands, etc. |
|-------------|-------------------|---|------------------------|-------------------------------|---|
| 1 | 4-6 wks. | 3-4 wks. | 10 - 20 | 10 - 20% | With few exceptions we have secured brands desired. Inferior goods reported and adjusted. Printing satisfactory. |
| 2 | 32 days | 14 days | 100 | None | No unmarked brands substituted. Inferior goods substituted, e.g., liquid filler Req. B-3183, 6 cans purchased at .90 - local price .50. Catalog printing unsatisfactory. |
| 3 | 3-4 wks. | 3-4 wks. | 99 | 25% \$5,000 | No substitution except paints. Same difficulty over electrical supplies and athletic equipment. Printing not as good as local and costs more. Prison labor printing not good in special work. |
| 4 | 10-40 days | 10-30 days | 10 | 12 $\frac{1}{2}$ % \$2,000 | No unmarked brands. Inferior goods: canned goods, paints, varnishes, electrical supplies, sweeping compounds, scrub-brushes. Printing quality all right but takes long. |
| 5 | 1-10 mos. | 4-5 wks | 100 | 60% | Substitute for Heinz tomato juice. Required to add seasoning and flavoring before using. Req. No. 120039. |
| 6 | 3-4 wks. | 2-3 wks. | 60 (over 2 wks) | 33 1/3% | Rarely get brands asked. Paints and varnishes unsatisfactory. Toilet paper, electric light bulbs. Printing from bad to worse. "August Quarterly" |
| 7 | 14-48 wks. | 10-15 days After Req. for payment | 100 | 25% \$500 | Paints, varnishes, laundry supplies, janitor supplies, carbon paper. College catalog attached." |

Doctor Rule stated that the Presidents should estimate in terms of what would be saved if centralized purchasing were at least very much limited or done away with altogether, and he also asked whether it was not possible to indicate several instances in which the worst situations with reference to purchases had occurred. This must definitely be set up in a very clear cut form, and at the same time there should be indicated the increased cost in personnel.

Doctor Rule asked to have this information at an early date.

4. Report of Calendar Committee

a. Summer Sessions - 1933

Doctor Haas, Chairman of the Calendar Committee submitted a tentative calendar for the year 1933-34 for the consideration of the Presidents. The tentative calendar follows:

SUMMER SESSION 1933

| | |
|------------------|----------------------------------|
| Registration Day | Monday, (June 19 { June 26 |
| Classes Begin | Tuesday, (June 20 { June 27 |
| Classes End | Saturday, (July 29 { August 5 |

FIRST SEMESTER

| | |
|--|-------------------------|
| Registration and Classification of all Freshmen, 10:00 to 5:00 P.M. | Monday, September 11 |
| Registration Day - All others, 9:00 A.M. to 5:00 P.M. | Wednesday, September 13 |
| Classes Begin - 8:00 A.M. | Thursday, September 14 |
| Thanksgiving Recess Begins - 12M. | Wednesday, November 29 |
| Thanksgiving Recess Ends - 12M. | Monday, December 4 |
| Christmas Recess Begins - after last class | Friday, December 22 |
| Christmas Recess Ends - 12M. | Tuesday, January 2 |
| First Semester Ends | Saturday, January 20 |

SECOND SEMESTER

| | |
|---|--------------------|
| Second Semester Begins | Monday, January 22 |
| Easter Recess Begins - after last class | Thursday, March 29 |
| Easter Recess Ends - 12M. | Tuesday, April 3 |
| Classwork Ends - after last class | Friday, May 25 |
| Alumni Day | Saturday, May 26 |
| Baccalaureate Sermon, 2:30 P.M. | Sunday, May 27 |
| Senior Day: Ivy Day, Class Night | Monday, May 28 |
| Commencement, 10:00 A.M. | Tuesday, May 29 |

The Calendar of the Training School does not coincide with that of the College.

The Committee:

W. R. Straughn
T. T. Allen
Francis B. Haas, Chairman

On motion of Doctor Tanger seconded by Doctor Straughn it was voted that the calendar as submitted by the Calendar Committee for the school year 1933-34 be accepted and adopted.

5. Report of Fee Committee

Doctor Straughn stated there was nothing further to report on the matter of fees, since the tentative report was made at the last meeting of the Board and it remains in the same status. He felt it should be held over in this tentative fashion until certain other things are settled.

Doctor Straughn further suggested that the only change would be to revamp the first paragraph of the tentative fees with reference to "Activity Fee". The Committee suggested that this be changed to read as follows:

"1. Student Activity Fee

A fee to be determined by each institution will be collected from all students and administered under regulations approved by the Board of Trustees through a student cooperative organization. This fee will cover the cost of student activities in athletics, lectures, entertainments, and student publications. "

He further stated that action could be deferred on this suggested change until the next meeting when they expected to know more about the budgets for each institution.

The members of the Board were agreed that this be carried over for further discussion.

6. Report of Committee re "Budgets for 1933-1935"

Doctor Foster, Chairman of the Committee on budgets, reported for the Committee. The report of the Committee follows:

"To the Presidents of the State Teachers Colleges:

The committee of Presidents consisting of Dr. Albert Lindsay Rowland, Dr. Robert M. Steele and Dr. Charles R. Foster elected at the last meeting of the Board of Presidents to cooperate with Dr. Rule in matters relating to the budget and appropriations for the State Teachers Colleges for the 1933-35 biennium met with Dr. Rule, Mr. Crosley and Mr. Klonower yesterday. The following matters came up for discussion and consideration:

1. The law and State support
2. The Fee System and its relation to State support
3. Policies to be considered in the preparation of the budget
4. Tentative agreement upon certain procedures

Your committee took the position that the State ought under the provisions of the School Code to carry the instructional cost of preparing teachers in the State Teachers Colleges. It developed in the discussion that the State actually is diverting funds paid by students for room, board and extra curricular activities to pay as high as fifty per cent of the instructional costs in these institutions. It was also developed that in some institutions the students are carrying as high as two-thirds of the entire cost of the upkeep, maintenance, and instructional cost of these particular institutions. While Dr. Rule agreed to the principle that the instructional cost should be borne by the State as is provided in the School Code, he felt that it would be quite impossible to secure a sufficient appropriation to cover the same.

It was the thought of your committee that no change in the Fee System should be adopted unless some guarantee is given that the receipts of the institutions will be returned in their entirety to the institutions and that the raising of additional money through changes in the Fee System shall not in any way lower the State's appropriation for the next biennium under the amount appropriated for the present biennium.

Dr. Rule suggested:

First

That in the budget for 1933-35 increments should not be included for either year of the biennium 1933-35.

Second

That three percent of the capital investment of the institutions be included in the budget for ordinary replacements, upkeep and general repairs, and that care be taken to use this to keep the plants in good repair. This is not to include major or extraordinary repairs which are to be taken care of out of an appropriation made to the Department of Property and Supplies for this purpose.

Third

That estimates for carrying the bookrooms be included in the budget only in those colleges where it is intended to conduct the bookstore on the campus as at present, should the proposed plan for a cooperative store not be approved.

Dr. Rule agreed tentatively to the following suggestions in determining the total amount to be appropriated by the State (not including local receipts) to the State Teachers Colleges for the coming biennium:

First

That a minimum of \$3,500,000 plus estimated summer school receipts be appropriated for the biennium.

Second

That the receipts of the enrollment and service fee and in case the new Fee System is adopted, the activity and contingent fees be controlled locally. If this were to become effective it would mean that the total appropriation of State money amounting to \$3,740,000 plus receipts for activity or enrollment and service fee as the case might be would be available to the State Teachers Colleges in addition to housing and other local receipts. In other words, the State Teachers Colleges would get about the equivalent of \$440,000 more than they get this biennium.

In addition to this the conference agreed that it would be a good thing for each President to confer personally with Mr. Crosley in considering the budget for the coming biennium. Dr. Rule suggested to Mr. Crosley that he hold such individual conferences in accordance

with the determined schedule, notices of which will reach you in the next day or two.

Respectfully submitted,

Committee:

Albert Lindsay Rowland
President, State Teachers College, Shippensburg

Robert M. Steele
President, State Teachers College, California

Charles R. Foster, Chairman
President, State Teachers College, Indiana "

Mr. Sponsler of the Governor's Office appeared before the Board in connection with the budgets. He explained that the Governor some six weeks ago decided that he wanted to have a small committee of people who were available, study the various sections which go to make up the budget and the general fund and familiarize themselves with the problem to see what possibilities they might be able to discover whereby the total budget might be cut down to meet the reduced income. The committee in charge of this work decided to call in the budget committee of the Board of Presidents, State Teachers Colleges to discuss the problem with them. That was done and immediately it was discovered that there was a great deal of dissatisfaction with the way in which the allocations were made in the lump sum appropriation, and secondly, there was some dissatisfaction with the fact that the fees charged to students for board, room, et cetera, were devoted to other purposes, particularly instructional costs, and third, it was mentioned that the Board is considering a situation by which fees can be rearranged to be made in the minds of the Presidents more fair so that they can meet the situation more adequately.

It was decided to ask the Budget Committee of the Board of Presidents to do three things: first, discuss the standards as to a break-down between the fees to be charged to the students and what would ordinarily be required of the State in the way of an appropriation; second, to adopt a standard line-up of the instructional side and third, a line-up of the non-instructional side, that is, clerks, painters, engineers, laborers, et cetera. This committee was given a free hand and they drew up a set of standards which were submitted

to all. A meeting had been held and the standards considered informally. A standard outline was prepared as near as could be and this was sent out for the consideration of the members of the Board of Presidents.

Mr. Sponsler further stated that the general fund revenue for the next biennium is nothing short of alarming and will without a doubt require every agency of the Government to take a considerable cut. He stated that it all boils down to requiring a study by the Board of Presidents as to just what fees the Presidents consider should be applied, how they should be applied, what proportion that will give toward making up the total budget and how much will be required from the State.

Mr. Crosley then distributed a chart indicating "Summary of Schedules submitted to the Governor's Budget Committee by the State Teachers Colleges, showing the estimated allocation of operating costs to the Special Sessions of the School Year 1933-34".

Doctor Haas stated that he did not see how these charts would tell the story since they represented mixed statistics. The top of the page indicates that the figures are for 1933-34 while the first column indicates that the figures are for 1932-33.

Doctor Haas suggested that the Presidents immediately correct these figures and return the same to the Budget Committee. The committee should then re-study the whole situation and propose a distribution of housing and other fees which would meet what Mr. Sponsler considers the State budget allocation and on the other hand what the Presidents would consider the instructional needs.

7. Standardization of printing forms
in the State Teachers Colleges

Doctor Rule stated that upon request the Department had made up a list of the different forms that are in use in the State Teachers Colleges and there seemed to be a great lack of uniformity.

Doctor Rowland stated that these forms fall into two groups, that is, the forms that have to do with the student record keeping and another group of forms that are simply made up for a particular institution.

Doctor Haas stated that we must not forget these are educational institutions and in order for these institutions to make a professional contribution they must have some individuality.

Doctor Rule then read a letter from Doctor Logan, Budget Secretary. The letter follows:

"In order to establish a control of the printing of forms for the State Teachers Colleges it will be necessary to arrange to have all forms that are sent to the Bureau of Publications for printing by the various colleges to be forwarded by the Bureau of Publications to the Department of Public Instruction for their consideration. Should the form be considered necessary and properly set up a standard form approval request should be prepared by the Department and submitted to the Budget Bureau in the regular way. This procedure will be effective as of November 15, 1932.

There appears to be a great need for standardization and general revision of the forms in use at the State Teachers Colleges due to the fact that each college at the present time has its individual forms for purposes which are common to all the colleges with some minor changes which appear to be unnecessary but nevertheless prohibit the printing of large orders of standard forms to be used as general supplies for all the colleges.

Please let me have an expression of your opinion in connection with the proposed change in procedure".

Doctor Rule asked Doctor Haas as Chairman of the original committee on the standardization of printed forms in the State Teachers Colleges to make a suggestion as to an appropriate answer to this letter.

Doctor Haas stated that he felt the answer should be made somewhat along the following lines:

"It must be recognized that there are some procedures which can be standardized and some that cannot. The following forms have been standardized, such as entrance blanks, certificate application forms, certificates

of approved training, et cetera, and that there is a group of forms which represent professional work in the institutions and these should not be standardized".

Doctor Haas further stated that if requests come to the Superintendent, he should decide whether or not they should be standardized or refer them to the committee of the Board having this matter in charge and they will make a further study and advise the State Superintendent.

8. Report of committee on "Enbrance Requirements"

Doctor Riemer, Chairman of the Committee, reported for the committee. He had prepared a written report but its presentation had been postponed until the next meeting of the Board.

III. New Business

1. Enrollment report as of October 15, 1932 (Exhibit A)

The Secretary of the Board distributed copies of the Summary of Enrollments in the State Teachers Colleges as of October 15, 1932 and asked the Presidents to take the copies home and have the figures checked. He further asked them to return the corrected copies to the Teacher Bureau at an early date so that the final copies might be prepared for distribution.

2. Placement of graduates of June 1932 class (Exhibit B)

The Secretary distributed charts indicating the following:

Table I - Placement of Graduates as of October 1, 1932,
State Teachers Colleges

Table II - Placement of Graduates as of October 1, 1932
Arts and Science Colleges

Table III - Placement of Graduates as of October 1, 1932,
State Teachers Colleges and Arts and Science
Colleges

Table IV - Comparative summary of reasons for non-place-
ment of graduates of Arts and Science Colleges
and State Teachers Colleges - 1932

3. Summary of the percentage distribution of teachers having college preparation (Exhibit C)

The Secretary distributed charts indicating "A Summary of the Percentage Distribution of Teachers Having College Preparation 1920-21 - 1931-32". This chart together with a letter of explanation follows as Exhibit C.

4. Maximum possible enrollment

Mr. Allen stated that all students who entered this fall and who had been in residence before should be counted in developing the maximum enrollment, that is, any one who was in the institution last year and who returned this year should be counted in the maximum possible enrollment and under the regulation made by the State Superintendent we would add 80% of the total first semester students as of October 1, 1931. This would give a figure which would be regarded as the maximum possible enrollment for this semester.

Doctor Riemer suggested that the enrollments in the several State Teachers Colleges be maintained at the quotas assigned for the first semester of 1932-33 and that a continuing study be inaugurated to determine accurately the supply and demand of new teachers in order to anticipate and prevent a repetition in the future of the serious shortage of teachers of 1921 and that furthermore any limitation of enrollments in institutions approved for teacher preparation be made on the findings of such a study.

5. Effective date of four-year preparation standard for the certification of elementary teachers

Doctor Straughn stated that he had been appointed a committee of one to bring before the State Council of Education whatever report or recommendation the Board of Presidents of the State Teachers Colleges desired to submit in connection with this matter.

Doctor Straughn stated that personally he felt it made no difference if the date were taken out altogether since we are working progressively and if we took it out, it might relieve the source of some irritation and as soon as the Legislature abolishes the Normal School Certificate, that would make the certificate of graduation, a State Standard Limited Certificate.

Doctor Rowland stated that he did not feel we should take a backward step at this time by removing the date set. He felt that it would be regrettable if the date were postponed and he would rather let the matter stand as it is until an emergency arises.

Doctor Eisenberg stated that he is in sympathy with the four-year preparation level and he wondered whether any action should be taken by the Board of Presidents of the State Teachers Colleges. He further stated that the Board did take the initiative in

requesting this action by the State Council of Education and he wondered whether we would not be making a mistake if we now asked them to postpone the date for the effectiveness of the four-year requirement for all teachers. He felt that this group of men represented the professional group of teacher training.

Doctor Straughn stated that he felt we were not losing any ground by the omission of the date but rather something to be gained by this since the State Standard Limited Certificate requires that increments of preparation be secured from time to time and this will eventually lead to the four years of professional preparation.

On motion of Doctor Cameron seconded by Doctor Foster it was voted that it is the sense of the Board of Presidents, State Teachers Colleges, that the effective date of the four-year preparation standard be indefinitely postponed until some later date, but that the requirements for the State Standard Limited Certificate be maintained as previously outlined. Carried.

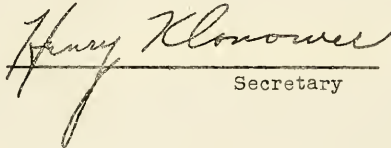
Members of the Board voting against this motion were:

Mr. T. P. Allen, East Stroudsburg
Dr. G. C. L. Riemer, Clarion
Dr. Robert M. Steele, California
Dr. J. Linwood Eisenberg, Slippery Rock
Dr. Albert Lindsay Rowland, Shippensburg

6. Unit plan organizing film libraries in the State Teachers Colleges - Doctor Finegan of Eastman Kodak Company

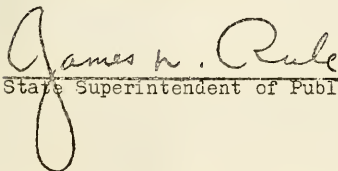
Doctor Rule stated that he had invited Doctor Finegan to appear before the Board of Presidents at the January 20, 1933 meeting and explain his proposition to the members of the Board.

The meeting adjourned at 4:15 o'clock to reconvene for a special meeting, December 8, 1932 at 9:30 o'clock.


Secretary

Approved:

Dec 6, 1932


State Superintendent of Public Instruction

DEPARTMENT OF JUSTICE

Harrisburg, Pa.

October 31, 1932

FORMAL OPINION NO. 70

Honorable James N. Rule,
Superintendent of Public Instruction,
Harrisburg, Pennsylvania.

S I R:

You have asked us to advise you whether trustees of State Teachers Colleges may lawfully permit the operation of co-operative stores on the premises of the respective colleges. The purpose of these stores would be to provide the students with books and supplies needed in their college courses and other school and athletic activities, and also with small articles of personal use of various kinds, including class jewelry and emblems. The proposed store would be operated by representatives of the student body, and the profits would be devoted to the benefit of the students generally in such manner as the students or their representatives might determine.

For this purpose your plan would make use of existing student-body organizations, or would provide for the formation of such organizations where none already exist. They would be voluntary associations, financed by small membership dues. Funds of these associations would be used to furnish the original capital necessary to set up the stores, although you say that very little initial capital would be needed, because book publishers and other merchants would give liberal credit to such stores.

In an opinion dated September 3, 1929, addressed to the Department of Property and Supplies, and a supplemental opinion dated October 11, 1929, addressed to the Superintendent of Public Instruction, Honorable Wm. A. Schnader, then Special Deputy Attorney General, stated the general nature of the articles which might be purchased by the Commonwealth for the sale of students in State Teachers Colleges.

We understand that your present inquiry is not concerned with any of the questions involved in those opinions, and that the proposed co-operative stores are intended to eliminate the conduct of stores or supply rooms by the Commonwealth itself, acting through the college officers.

Department of Health, Education, and Welfare
Washington, D.C.

Page 1

The following information was obtained from a review of the records of the Department of Health, Education, and Welfare, and is being furnished to you for your information. It is requested that you advise the Department of any changes in the information furnished herein.

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CONFIDENTIAL

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The Secretary of Health and the Secretary of Welfare inform us that in certain institutions under the care of their departments, similar co-operative stores serving the needs of the inmates and employes of the institutions have been in operation for some years. These institutions are largely the State Hospitals and sanitoriums. These stores, in all cases, we are informed, were started with private funds, and have been conducted on a purely co-operative basis. They supply to the inmates, patients and employes small necessities and inexpensive luxuries which it would be practically impossible for them to obtain in any other way. The stores are not designed as money-making enterprises, but what small profits are realized are used for the common benefit of the patients and inmates.

Some question has been raised, informally, as to the propriety of the operation of these stores in institutions of the Departments of Health and of Welfare. Since they are so similar in principle to the proposed stores in State Teachers Colleges, we may consider them together.

These stores are not commercial enterprises, and their operation is not to be compared with grants of concessions to private individuals or corporations for the conduct of business on public property. They are, first and last, for the benefit of the people for whom the State maintains the institutions in question. Pupils in the Teachers Colleges must have books and other articles for their school work, and promptness and convenience in obtaining them are important factors. Cooperative stores of this kind will afford the most convenient and prompt method of supplying these needs. Outside the category of bare necessities are many items which are commonly regarded as essentials or near-essentials for even the most modest comfort. Others, perhaps less essential, are nevertheless in constant demand as incidental to the every-day life of great numbers of persons. In the hospitals the comfort and pleasure to be obtained by persons confined in these institutions from the articles which they can purchase in these stores cannot be measured.

In many cases, a store in the institution is the only practical source of supply for these small articles of every-day need. A number of the institutions are far removed from adequate stores. But even if outside stores were close at hand, few patients in mental, tuberculosis or other hospitals could go to them.

Of course there will have to be limitations on the scope of the activities of the stores to keep them within the purposes for which they were formed. These limitations can best be determined as the need arises, by the exercise of sound discretion by supervising officials. However, we believe that in order to insure the propriety of the maintenance of the proposed stores, the following conditions should be observed:

The organization operating the store of each institution should be^a distinct unit, without connection or relation with similar stores at other institutions. No scheme of joint buying or other combined operations or contacts made through the agency of public authorities should be employed.

No moneys of the Commonwealth may be used in the establishment or operation of the stores. In this respect, they must be purely private enterprises. The proposals that persons handling money of the stores be bonded and that there be annual audits are excellent ones for cases where the amounts involved warrant such regulations.

All business of the stores should be conducted by and in the names of the store organizations. No purchases or other transactions for the stores may be made or carried on by the institutions, in their names.

The activities of the stores should be confined to such as are^b the real benefit, comfort and convenience of the persons in the institutions, and the margin of profit on sales should be kept low. The financing of extensive enterprises, even for the common benefit of all, from profits of the stores, is not to be encouraged. Obviously, no attempt may be made to compel any person or groups to purchase any article from or through the stores instead of from other tradesmen. On the other hand, no person in an institution may be denied the privilege of purchasing at its store.

Your letter suggests in respect to stores at Teachers Colleges, that the boards of trustees and the administrative officers of the colleges should be represented in the management of the stores. Of course the trustees of any institution should first determine whether any such store is to be operated in their particular institution. If the permission is granted, the trustees, whether of Teachers Colleges or of other institutions, either directly or through the president, should prescribe rules and regulations concerning the designation of student, or patient representatives, compensation of attendants, and general store policies and finances, and should exercise supervision and jurisdiction over the conduct of the business. But we do not believe that the trustees or other authorities, in their official capacities, should be expected to take any active part in the conduct of the store or the handling of its funds.

Therefore, we advise you that co-operative stores of the general nature described in this opinion may be operated in State Teachers Colleges and other institutions, for the benefit and convenience of pupils, patients and other persons therein. No public moneys may be employed in the founding or maintenance of such stores, nor may they be operated as enterprises of the State or any of its agencies.

Very truly yours,

DEPARTMENT OF JUSTICE,

By Harris C. Arnold,

Deputy Attorney General.

DISTRIBUTION OF STUDENTS BY COUNTIES IN STATE TEACHERS COLLEGES

As of OCTOBER 15, 1932

| COUNTY | TOTAL | Bloomsburg | California | Cheyney | Clarion | E. Stroudsburg | Edinboro | Indiana | Kutztown | Lock Haven | Mansfield | Millersville | Shippensburg | Slippery Rock | West Chester |
|-------------------|-------|------------|------------|---------|---------|----------------|----------|---------|----------|------------|-----------|--------------|--------------|---------------|--------------|
| TOTAL | 9200 | 628 | 625 | 157 | 350 | 682 | 497 | 1286 | 520 | 559 | 691 | 555 | 607 | 832 | 1211 |
| Adams | 41 | 1 | - | - | - | - | - | 1 | 1 | 2 | - | 2 | 27 | - | 7 |
| Allegheny | 585 | - | 80 | 11 | 6 | 2 | 34 | 218 | - | 2 | 1 | 4 | 1 | 219 | 7 |
| Armstrong | 117 | - | 2 | - | 23 | 1 | 4 | 63 | - | - | - | 1 | - | 23 | - |
| Beaver | 80 | - | 2 | - | - | - | 11 | 30 | - | 2 | 1 | - | - | 33 | 1 |
| Bedford | 64 | - | - | - | - | 1 | - | 14 | - | 8 | - | 2 | 33 | 1 | 5 |
| Berks | 280 | 2 | - | - | - | 25 | - | 1 | 198 | 2 | 7 | 12 | 2 | - | 31 |
| Blair | 134 | - | - | 1 | - | 4 | - | 48 | 1 | 33 | 1 | 3 | 29 | 7 | 7 |
| Bradford | 112 | 2 | - | - | - | 9 | - | 2 | - | - | 92 | 3 | - | - | 4 |
| Bucks | 79 | 1 | - | 3 | - | 9 | - | - | 8 | - | - | 3 | 4 | - | 51 |
| Butler | 213 | - | 1 | - | 3 | - | 1 | 11 | - | - | - | - | - | 197 | - |
| Cambria | 192 | 1 | - | - | 1 | - | - | 110 | - | 45 | - | 1 | 14 | 13 | 7 |
| Cameron | 3 | - | - | - | - | - | - | - | - | 2 | 1 | - | - | - | - |
| Carbon | 78 | 2 | - | - | - | 35 | 1 | 2 | 11 | 1 | 4 | - | - | - | 22 |
| Center | 50 | - | - | - | 1 | 1 | - | 4 | - | 39 | 2 | 2 | - | - | 1 |
| Chester | 227 | 1 | - | 8 | - | 1 | 1 | - | 1 | 1 | - | 15 | - | 1 | 198 |
| Clarion | 168 | - | - | - | 161 | - | - | 3 | - | 2 | - | - | - | 2 | - |
| Clearfield | 115 | 1 | - | - | 15 | - | 2 | 36 | - | 55 | 1 | - | - | 2 | 3 |
| Clinton | 181 | - | - | - | - | - | - | 1 | - | 180 | - | - | - | - | - |
| Columbia | 216 | 205 | - | - | - | 2 | - | 1 | - | - | 6 | 1 | - | - | 1 |
| Crawford | 108 | - | 1 | - | 5 | - | 75 | 10 | - | - | 1 | - | - | 14 | 2 |
| Cumberland | 158 | 3 | 1 | - | - | 1 | 3 | 4 | - | - | 3 | 3 | 125 | - | 15 |
| Dauphin | 172 | 8 | - | 8 | - | 4 | 4 | 8 | 1 | 2 | 8 | 9 | 77 | - | 43 |
| Delaware | 216 | 1 | - | 18 | - | 2 | - | 1 | - | - | 1 | 7 | 2 | - | 184 |
| Elk | 37 | - | - | - | 5 | - | 6 | 15 | - | 9 | 2 | - | - | - | - |
| Erie | 258 | - | - | - | 2 | - | 238 | 4 | - | 3 | 2 | - | - | 8 | 1 |
| Fayette | 217 | - | 162 | 3 | - | - | 3 | 39 | - | - | 1 | 1 | - | 6 | 2 |
| Forast | 6 | - | - | - | 5 | - | - | - | - | - | 1 | - | - | - | - |
| Franklin | 158 | - | - | - | - | 1 | - | 3 | 1 | 1 | 2 | 1 | 142 | - | 7 |
| Fulton | 14 | - | - | - | - | 1 | - | - | - | - | - | - | 12 | 1 | - |
| Greene | 21 | - | 16 | - | - | - | - | 3 | - | - | 1 | - | - | 1 | - |
| Huntingdon | 40 | - | - | - | - | 1 | - | 4 | - | 9 | 1 | - | 23 | - | 2 |
| Indiana | 295 | - | 1 | - | 2 | - | - | 283 | - | 2 | - | 1 | - | 6 | - |
| Jefferson | 138 | - | - | - | 64 | - | 4 | 56 | - | 4 | 6 | - | - | 3 | 1 |
| Juniata | 14 | 2 | - | - | - | - | - | 1 | - | 1 | - | 1 | 7 | - | 2 |
| Lackawanna | 218 | 37 | - | - | - | 101 | - | 3 | 3 | 5 | 41 | 2 | - | - | 28 |
| Lancaster | 384 | 1 | - | - | - | 3 | 2 | 2 | - | - | 4 | 338 | 3 | - | 31 |
| Lawrence | 128 | - | - | - | 1 | - | 6 | 12 | - | - | 2 | - | - | 106 | 1 |
| Lebanon | 52 | - | - | - | - | 6 | - | 3 | 2 | 1 | 2 | 19 | 1 | - | 18 |
| Lehigh | 181 | 5 | - | - | - | 18 | - | 2 | 97 | 2 | 1 | 4 | 1 | - | 51 |
| Luzerne | 429 | 156 | - | - | - | 119 | 5 | 7 | 11 | 3 | 62 | 7 | - | - | 59 |
| Lycoming | 133 | 7 | - | - | - | 10 | - | 1 | 1 | 70 | 27 | - | - | 1 | 16 |
| McKean | 69 | - | - | - | 7 | - | 9 | 9 | - | 13 | 22 | - | - | 4 | 5 |
| Mercer | 111 | 1 | - | - | 5 | - | 25 | 11 | - | 2 | - | - | - | 67 | - |
| Mifflin | 42 | 2 | - | - | - | - | - | 8 | - | 3 | 1 | 1 | 18 | - | 9 |
| Monroe | 125 | - | - | - | - | 117 | 1 | 1 | - | - | 1 | 1 | - | - | 4 |
| Montgomery | 135 | 3 | 2 | 3 | - | 5 | 1 | 3 | 10 | 2 | 3 | 6 | 1 | - | 96 |
| Montour | 14 | 11 | - | - | - | 1 | - | - | - | - | - | 1 | - | - | 1 |
| Northampton | 142 | 2 | - | - | - | 52 | - | 4 | 39 | 2 | 1 | 3 | - | - | 39 |
| Northumberland | 152 | 92 | - | - | - | 13 | - | 6 | 8 | 5 | 3 | 8 | - | - | 17 |
| Perry | 45 | 1 | - | - | - | - | - | - | - | 1 | 3 | 4 | 25 | 1 | 10 |
| Philadelphia | 157 | 2 | - | 87 | - | 1 | - | - | 1 | - | - | 1 | - | - | 66 |
| Pike | 21 | - | - | - | - | 18 | - | - | 1 | - | 1 | - | - | - | 1 |
| Potter | 46 | - | - | - | - | 1 | - | 2 | 1 | 1 | 37 | - | - | 3 | 1 |
| Schuylkill | 302 | 48 | - | - | 1 | 36 | 1 | 5 | 116 | 3 | 10 | 15 | - | - | 67 |
| Snyder | 17 | 6 | - | - | - | 1 | - | - | - | 4 | - | - | 3 | - | 3 |
| Somerset | 94 | - | 16 | - | - | - | 2 | 38 | - | 16 | 1 | 3 | 12 | 4 | 2 |
| Sullivan | 11 | - | - | - | - | - | - | - | - | - | 11 | - | - | - | - |
| Susquehanna | 76 | 7 | - | - | - | 15 | - | 3 | - | - | 45 | 1 | - | - | 5 |
| Tioga | 221 | - | - | - | - | 1 | - | - | - | 2 | 217 | - | - | - | 1 |
| Union | 16 | 6 | - | - | - | 4 | - | - | - | 2 | 2 | - | - | - | 2 |
| Venango | 85 | - | - | - | 28 | - | 19 | 5 | - | 2 | - | - | - | 31 | - |
| Warren | 41 | - | - | - | 6 | - | 22 | 3 | - | 4 | 1 | 1 | 1 | 2 | 1 |
| Washington | 302 | - | 246 | 1 | 2 | - | 7 | 29 | - | - | 2 | - | 1 | 13 | 1 |
| Wayne | 34 | 2 | - | - | - | 14 | - | - | 2 | 2 | 10 | - | - | - | 4 |
| Westmoreland | 332 | - | 95 | 2 | 7 | - | 10 | 147 | - | 6 | 1 | 1 | 2 | 59 | 2 |
| Wyoming | 30 | 2 | - | - | - | 9 | - | - | - | - | 18 | - | - | - | 1 |
| York | 179 | 3 | - | - | - | 1 | - | 6 | 3 | 2 | 6 | 67 | 40 | 4 | 47 |
| Total from Penna. | 9111 | 624 | 625 | 145 | 350 | 646 | 497 | 1286 | 517 | 558 | 680 | 555 | 606 | 832 | 1190 |
| From other states | 89 | 4 | - | 12 | - | 36 | - | - | 3 | 1 | 11 | - | 1 | - | 21 |

TABLE I

PLACEMENT OF GRADUATES AS OF OCTOBER 1, 1932
STATE TEACHERS COLLEGES

| | (a) Number of Gradu- ates | (b) Number Placed | (c) Number Not Placed | (a) Per Cent of Place- ment $\frac{b}{a}$ | (e) Per Cent of Placement of those who desired teaching positions $\frac{b}{a-f}$ | (f) No. of Grad- uates who did not apply for teaching positions | (g) No. of grad- uates not placed who applied for teaching positions |
|---|---------------------------------------|-------------------------|--------------------------------|--|--|---|--|
| I TOTAL--all Curricula (January-May-August 1932) | 3263 | 1716 | 1547 | 52.6 | 52.7 | 5 | 1542 |
| II Graduates of Two-year Curricula (January-May-August 1932) | 2163 | 1170 | 993 | 54.1 | - | - | - |
| III Graduates of Three-Year Curricula (January-May-August 1932) | 9 | - | 9 | 0 | - | - | - |
| IV Graduates of Four-Year Curricula (January-May-August 1932) | 1091 | 546 | 545 | 50.0 | - | - | - |

TABLE II

PLACEMENT OF GRADUATES AS OF OCTOBER 1, 1932

ARTS AND SCIENCE COLLEGES

| | (a) Number of Graduates | (b) Number Placed | (c) Number not Placed | (d) Per Cent of Place- ment $\frac{b}{a}$ | (e) Per Cent of Placement of those who desired teaching positions $\frac{b}{a-f}$ | (f) No. of grad- uates who did not apply for teaching positions | (g) No. of grad- uates not placed who applied for teaching positions |
|--|----------------------------------|-------------------------|--------------------------------|--|--|---|--|
| I TOTAL- All Curricula (January-May-August 1932) | 3695 | 1349 | 2346 | 36.5 | 39.2 | 257 | 2089 |
| II Graduates of Two-Year Curricula (January-May-August 1932) | 214 | 81 | 133 | 37.9 | - | - | - |
| III Graduates of Three-Year Curricula (January-May-August 1932) | 102 | 4 | 98 | 3.9 | - | - | - |
| IV Graduates of Four-Year Curricula (January-May-August 1932) | 3254 | 1232 | 2022 | 37.9 | - | - | - |
| V Others (January-May-August 1932) | 125 | 32 | 93 | 25.6 | - | - | - |

TABLE III

PLACEMENT OF GRADUATES AS OF OCTOBER 1, 1932
STATE TEACHERS COLLEGES AND ARTS AND SCIENCE COLLEGES

| | (a) Number of Graduates | (b) Number Placed | (c) Number not Placed | (d) Per Cent of Placement b/a | (e) Per Cent of Placement of those who desired teaching positions. $\frac{b}{a-f}$ | (f) No. of Grad- uates who did not apply for teaching positions | (g) No. of Grad- uates not placed who applied for teaching positions. |
|--|----------------------------------|-------------------------|--------------------------------|---|---|---|---|
| I TOTAL - All Curricula (January-May-August 1932) | 6958 | 3065 | 3893 | 44.1 | 45.8 | 262 | 3631 |
| II Graduates of Two-Year Curricula (January-May-August 1932) | 2377 | 1251 | 1126 | 52.6 | - | - | - |
| III Graduates of Three-Year Curricula (January-May-August 1932) | 111 | 4 | 107 | 3.6 | - | - | - |
| IV Graduates of Four-Year Curricula (January-May-August 1932) | 4345 | 1778 | 2567 | 40.9 | - | - | - |
| V Others (January-May-August 1932) | 125 | 32 | 93 | 25.6 | - | - | - |

TABLE IV

COMPARATIVE SUMMARY OF REASONS FOR NON-PLACEMENT OF GRADUATES OF ARTS AND SCIENCE COLLEGES AND STATE TEACHERS COLLEGES - 1932

| INABILITY TO SECURE A POSITION DUE TO: | All Colleges | Per Cent | Arts and Science Colleges | Per Cent | State Teachers Colleges | Per Cent |
|--|--------------|----------|---------------------------|----------|-------------------------|----------|
| A. No available opportunity to be placed | 2681 | 79.3 | 1596 | 76.4 | 1285 | 83.3 |
| B. Physical Disqualification | 12 | .3 | 10 | .5 | 2 | .1 |
| C. Returned for additional Training | 272 | 7.5 | 122 | 5.8 | 150 | 9.7 |
| D. Attendance upon some higher institution | 212 | 5.8 | 175 | 8.4 | 37 | 2.4 |
| E. Non-Recommendation of graduate for any position | 39 | 1.1 | 18 | .9 | 21 | 1.4 |
| F. Marriage | 53 | 1.5 | 29 | 1.4 | 24 | 1.6 |
| G. Refusal to accept position offered | 11 | .3 | 11 | .5 | - | - |
| H. Preference as to locality | 7 | .2 | 4 | .2 | 3 | .2 |
| I. Other Reasons: | - | - | - | - | - | - |
| 1. Deceased | 1 | .0 | 1 | .0 | - | - |
| 2. Religion | 4 | .1 | 3 | .2 | 1 | .1 |
| 3. No. Data | 50 | 1.4 | 31 | 1.5 | 19 | 1.2 |
| 4. Social Service Work | 1 | .0 | 1 | .0 | - | - |
| 5. Entered other fields of work | 20 | .6 | 20 | 1.0 | - | - |
| 6. Registered too late for consideration | 4 | .1 | 4 | .2 | - | - |
| 7. Recommended but not elected | 31 | .9 | 31 | 1.5 | - | - |
| 8. Not fully certificated for vacancy | 5 | .1 | 5 | .2 | - | - |
| 9. Disqualified for lack of experience | 17 | .5 | 17 | .8 | - | - |
| 10. Rejected on account of race | 3 | .1 | 3 | .2 | - | - |
| 11. Poor health | 1 | .0 | 1 | .0 | - | - |
| 12. Insufficient funds in School Board to hire | 2 | .1 | 2 | .1 | - | - |
| 13. Did not apply for position | 1 | .0 | 1 | .0 | - | - |
| 14. Competition too strong | 4 | .1 | 4 | .2 | - | - |
| TOTAL Graduates who Desired to Teach | 3631 | 100.0 | 2089 | 100.0 | 1542 | 100.0 |
| TOTAL Graduates who did not desire to Teach | 262 | | 257 | | 5 | |
| GRAND TOTAL | 3893 | | 2346 | | 1547 | |

COMMONWEALTH OF PENNSYLVANIA



DEPARTMENT OF PUBLIC INSTRUCTION HARRISBURG

November 14, 1932

To County and District Superintendents of Schools:

Attached is a chart showing "A Summary of the Percentage Distribution of Teachers Having College Preparation in Pennsylvania 1920-21 - 1931-32." This chart shows the progress which has been made by the several school districts during the past eleven years in placing teachers with four years of preparation in the public schools of the Commonwealth.


From the school years 1920-21 to the school year 1931-32, a period of eleven years, there has been a gain of 19 percent in the number of college graduates employed in the public schools.

For the year 1931-32, out of 63,476 teachers teaching in the public schools of the Commonwealth, a total of 26.7 percent were college graduates. In first class school districts, 27.8 percent had this type of preparation; in the second class school districts, 31.1 percent of the teachers were college graduates; in third class school districts, 32.3 percent had four years of post high school preparation; in fourth class school districts, that is, in townships and boroughs of less than 5,000 under the supervision of county superintendents, 22.5 percent are recorded in this column.

As to the greatest gain in the employment of teachers who have completed this preparation over the eleven year period, New Castle reports 27.8 percent in the districts of the second class. In districts of the third class, Ambridge Borough reports the greatest gain, namely, 39.3 percent, while in the fourth class district in districts under the county superintendent, Pike County reports the greatest gain, 32.7 percent.

This chart should provide interesting information concerning the present status of college graduates now teaching in the public schools of the Commonwealth. It shows successive steps which have been taken for the past eleven years to achieve this degree of preparation.

Very sincerely yours,


Henry Klonower
Director, Teacher Bureau

JAMES N. RULE
Superintendent of Public Instruction

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

A SUMMARY OF THE PERCENTAGE DISTRIBUTION OF TEACHERS HAVING COLLEGE PREPARATION
1920-21 - 1931-32

| Classes of School Districts | 1920-21 | 1926-27 | 1928-29 | 1930-31 | 1931-32 | Gain in Percent | |
|-----------------------------|---------|---------|---------|---------|---------|--------------------|--------------------|
| | | | | | | 1920-21 1931-32 | 1930-31 1931-32 |
| GRAND TOTAL | 7.7 | 16.2 | 19.9 | 24.1 | 26.7 | 19.0 | 2.6 |
| First | * | 20.6 | 22.3 | 25.4 | 27.8 | - | 2.4 |
| Second | 12.7 | 20.2 | 23.0 | 28.6 | 31.1 | 18.4 | 2.5 |
| Third | 14.4 | 20.6 | 24.7 | 29.3 | 32.3 | 17.9 | 3.0 |
| Fourth | 7.5 | 11.7 | 15.5 | 19.9 | 22.5 | 15.0 | 2.6 |

*No record of certification distribution in first class districts in 1920-21.

PERCENTAGE DISTRIBUTION OF TEACHERS HAVING COLLEGE
PREPARATION IN PENNSYLVANIA IN FIRST AND SECOND CLASS DISTRICTS UNDER
DISTRICT SUPERINTENDENT - 1920-21 - 1931-32

| School Districts | 1920-21 | 1926-27 | 1928-29 | 1930-31 | 1931-32 | Gain in Percent | |
|-------------------|---------|---------|---------|---------|---------|--------------------|--------------------|
| | | | | | | 1920-21 1931-32 | 1930-31 1931-32 |
| TOTAL | * | 20.6 | 22.3 | 25.4 | 27.8 | - | 2.4 |
| First Class | | | | | | | |
| Philadelphia city | * | 17.2 | 17.0 | 20.6 | 23.2 | - | 2.6 |
| Pittsburgh city | * | 26.8 | 35.2 | 36.9 | 39.2 | - | 2.3 |
| TOTAL | 12.7 | 20.2 | 23.0 | 28.6 | 31.1 | 18.4 | 2.5 |
| Second Class | | | | | | | |
| Allentown city | 15.3 | 28.7 | 31.5 | 31.9 | 37.5 | 22.2 | 5.6 |
| Altoona city | 13.3 | 20.4 | 23.8 | 26.4 | 28.3 | 15.0 | 1.9 |
| Bethlehem city | 11.1 | 19.9 | 29.4 | 30.1 | 31.2 | 20.1 | 1.1 |
| Chester city | 10.0 | 14.2 | 17.6 | 22.7 | 23.9 | 13.9 | 1.2 |
| Easton city | 19.8 | 23.6 | 23.8 | 33.3 | 36.5 | 16.7 | 3.2 |
| Erie city | 14.6 | 17.4 | 19.3 | 23.6 | 32.1 | 17.5 | 8.5 |
| Harrisburg city | 11.9 | 24.9 | 27.2 | 33.2 | 34.4 | 22.5 | 1.2 |
| Hazleton city | 8.5 | 16.3 | 18.9 | 25.5 | 30.4 | 21.9 | 4.9 |
| Johnstown city | 12.3 | 19.8 | 23.5 | 26.9 | 28.6 | 16.3 | 1.7 |
| Lancaster city | 13.7 | 22.1 | 24.4 | 30.9 | 36.9 | 23.2 | 6.0 |
| Lower Merion Twp | 16.2 | 32.0 | 32.4 | 37.1 | 37.7 | 21.5 | .6 |
| McKeesport city | 17.3 | 21.4 | 23.2 | 27.6 | 28.6 | 11.3 | 1.0 |
| New Castle city | 16.3 | 26.9 | 33.5 | 40.1 | 44.1 | 27.8 | 4.0 |
| Norristown Boro | 13.8 | 18.5 | 27.0 | 30.2 | 36.6 | 22.8 | 6.4 |
| Reading city | 8.9 | 19.3 | 22.1 | 28.8 | 30.8 | 21.9 | 4.0 |
| Scranton city | 7.9 | 15.6 | 16.5 | 19.4 | 22.3 | 14.4 | 2.9 |
| Upper Merion Twp | 11.9 | 22.5 | 27.9 | 30.2 | 35.1 | 23.2 | 4.9 |
| Wilkes-Barre City | 10.8 | 15.6 | 19.2 | 23.6 | 24.2 | 13.4 | .6 |
| Williamsport City | 19.5 | 25.5 | 29.4 | 32.2 | 34.9 | 15.4 | 2.7 |
| York City | 15.3 | 20.9 | 17.1 | 25.9 | 30.1 | 14.8 | 4.2 |

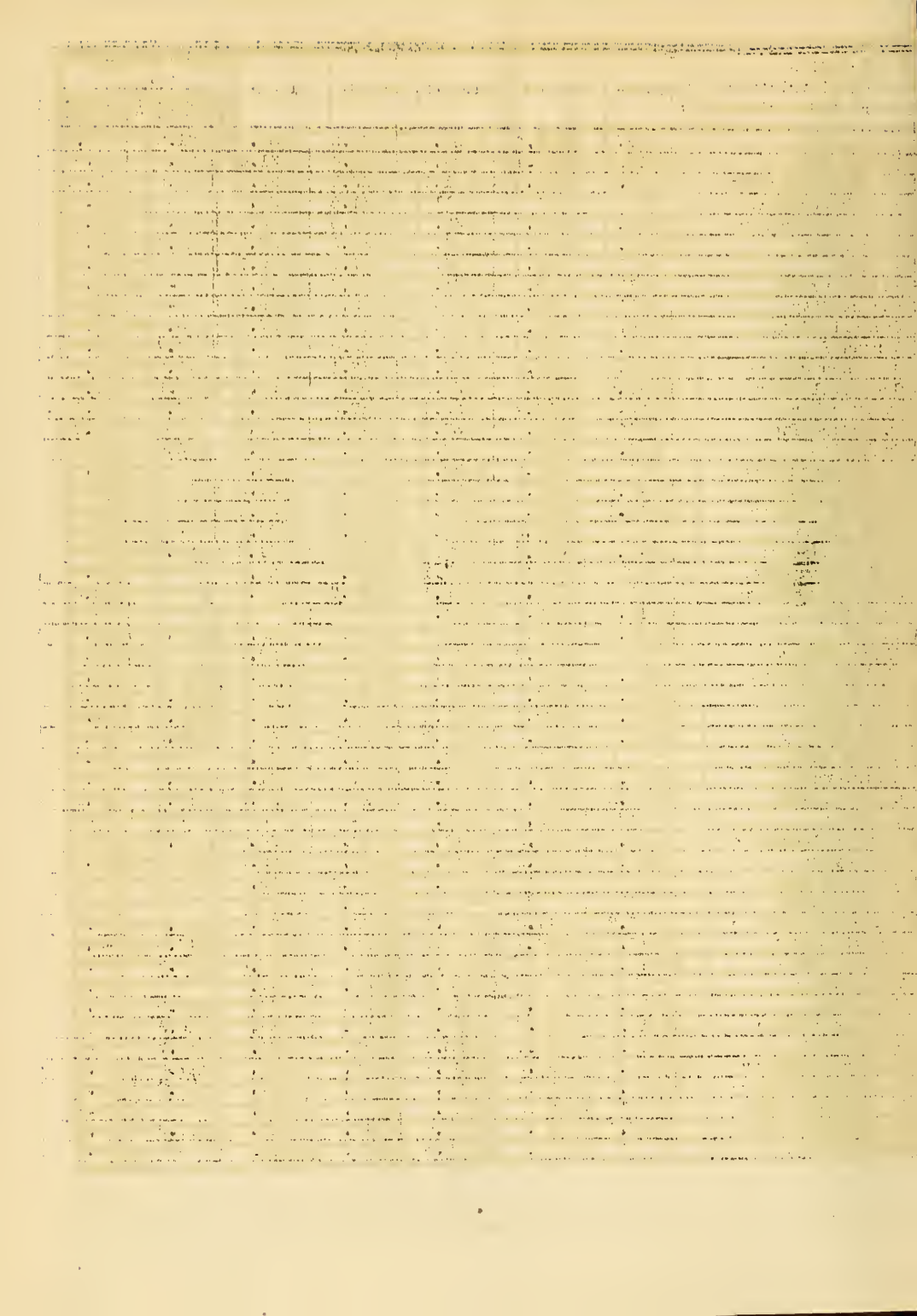
*No record of certification distribution in first class districts in 1920-21.

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

PERCENTAGE DISTRIBUTION OF TEACHERS
HAVING COLLEGE PREPARATION IN PENNSYLVANIA
IN THIRD CLASS DISTRICTS UNDER DISTRICT SUPERINTENDENT
1920-21 - 1931-32

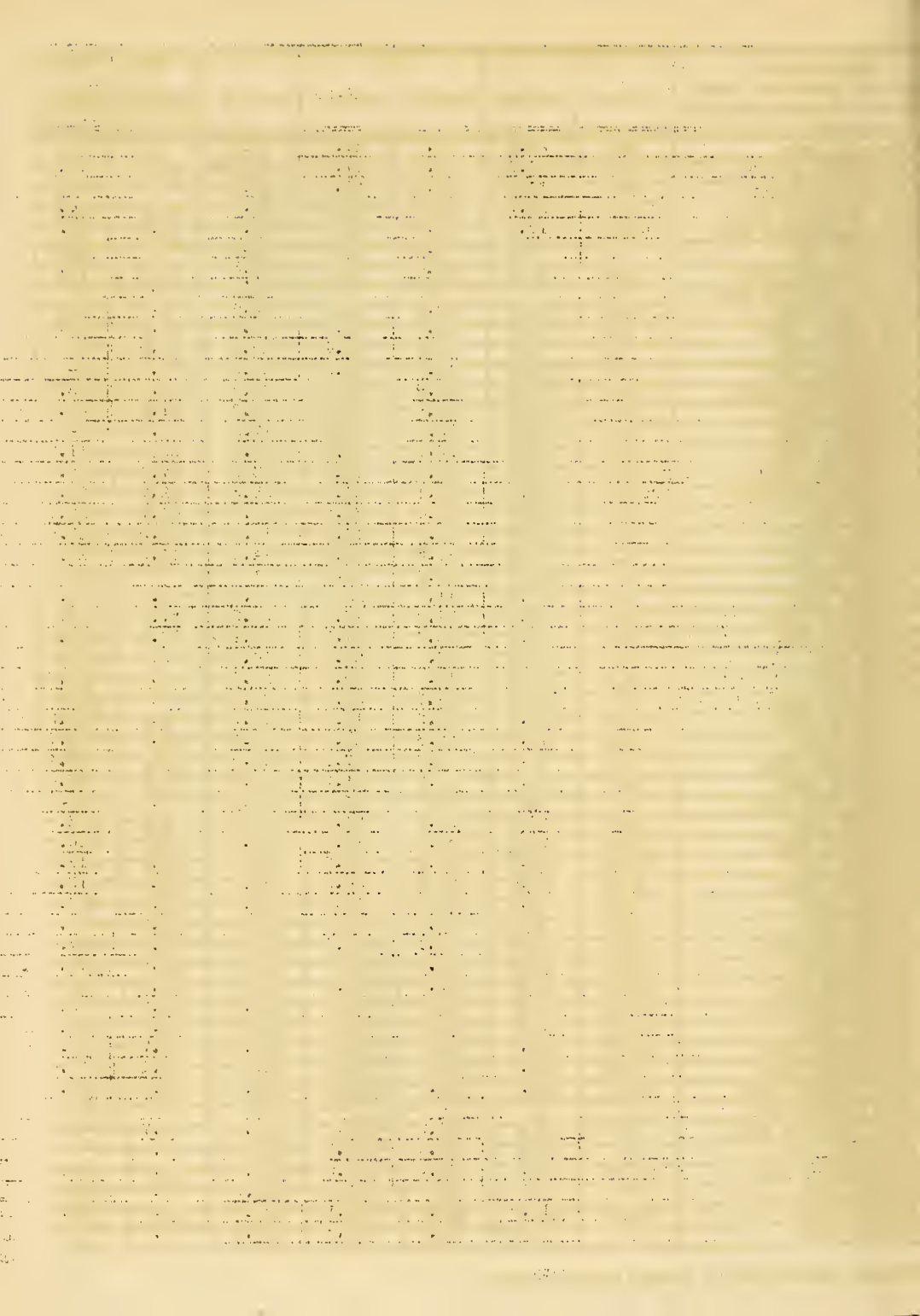
| Third Class School Districts under District Superintendent | 1920-21 | 1926-27 | 1928-29 | 1930-31 | 1931-32 | Gain or Loss in Percent | |
|--|---------|---------|---------|---------|---------|----------------------------|--------------------|
| | | | | | | 1920-21 1931-32 | 1930-31 1931-32 |
| T O T A L | 14.4 | 20.6 | 24.7 | 29.3 | 32.3 | 17.9 | 3.0 |
| Abington Twp | 15.4 | 19.5 | 25.0 | 27.1 | 31.3 | 15.9 | 4.2 |
| Aliquippa Boro | ** | ** | 30.2 | 35.4 | 36.0 | - | .6 |
| Ambridge Boro | 9.2 | 18.5 | 32.8 | 49.4 | 48.5 | 39.3 | - .9 |
| Archbald Boro | - | 11.9 | 15.9 | 15.6 | 16.1 | - | .5 |
| Arnold Boro | ** | ** | 26.8 | 37.5 | 41.8 | - | 4.3 |
| Ashland Boro | 8.0 | 20.7 | 16.1 | 31.4 | 34.3 | 26.3 | 2.9 |
| Ashley Boro | - | 10.6 | 21.3 | 33.3 | 37.5 | - | 4.2 |
| Bangor Boro | 12.5 | 21.1 | 28.3 | 26.1 | 30.4 | 17.9 | 4.3 |
| Beaver Falls Boro | 30.9 | 40.9 | 48.5 | 41.3 | 57.7 | 26.8 | 16.4 |
| Bellevue Boro | ** | 40.6 | 46.3 | 47.8 | 51.5 | - | 3.7 |
| Berwick Boro | 9.7 | 17.5 | 18.0 | 23.2 | 22.2 | 12.5 | -1.0 |
| Blakely Boro | - | 5.8 | 8.8 | 8.6 | 13.3 | - | 4.7 |
| Bloomsburg Town | 10.3 | 27.7 | 32.8 | 38.3 | 45.9 | 35.2 | 7.6 |
| Braddock Boro | 14.9 | 18.3 | 21.4 | 29.5 | 33.3 | 18.4 | 3.8 |
| Bradford City | 17.3 | 22.8 | 24.7 | 22.8 | 30.6 | 13.3 | 1.8 |
| Bristol Boro | 10.5 | 20.0 | 20.0 | 20.8 | 26.0 | 15.5 | 5.2 |
| Butler City | 21.8 | 28.0 | 33.9 | 35.9 | 33.7 | 11.9 | -2.2 |
| Canonsburg Boro | 11.5 | 10.8 | 17.6 | 22.1 | 22.4 | 10.9 | .3 |
| Carbondale City | 9.8 | 13.1 | 14.7 | 11.8 | 20.6 | 10.8 | 8.8 |
| Carlisle Boro | 29.3 | 29.4 | 29.9 | 35.4 | 35.6 | 6.3 | .2 |
| Carnegie Boro | 21.2 | 20.8 | 21.6 | 24.7 | 24.1 | 2.9 | -.6 |
| Cecil Twp | ** | 11.8 | 21.6 | 19.6 | 26.3 | - | 6.7 |
| Chambersburg Boro | 24.0 | 32.3 | 33.3 | 33.3 | 35.7 | 11.7 | 2.4 |
| Charleroi Boro | 18.8 | 23.6 | 29.9 | 36.4 | 48.5 | 29.7 | 12.1 |
| Cheltenham Twp | 22.9 | 24.2 | 33.8 | 41.3 | 45.9 | 23.0 | 4.6 |
| Clairton City | ** | 26.9 | 25.7 | 29.6 | 35.8 | - | 6.2 |
| Clearfield Boro | 22.2 | 20.8 | 24.0 | 25.0 | 29.1 | 6.9 | 4.1 |
| Coal Twp | - | 2.1 | 5.5 | 10.8 | 17.7 | - | 6.9 |
| Coatesville City | 6.1 | 18.9 | 29.2 | 33.1 | 35.2 | 29.1 | 2.1 |
| Columbia Boro | 8.3 | 22.0 | 20.7 | 22.0 | 23.3 | 15.0 | 1.3 |
| Connellsville City | 23.7 | 33.6 | 35.7 | 43.0 | 47.5 | 23.8 | 4.5 |
| Conshohocken Boro | 13.9 | 20.5 | 26.7 | 29.8 | 29.2 | 16.3 | -.6 |
| Coraopolis Boro | 20.0 | ** | ** | ** | - | - | - |
| Corry City | 11.1 | 23.0 | 24.1 | 27.3 | 31.6 | 20.5 | 4.3 |
| Danville Boro | 11.4 | ** | ** | ** | - | - | - |
| Darby Boro | 6.9 | 8.5 | 25.0 | 30.6 | 36.0 | 29.1 | 5.4 |
| Dickson City Boro | - | - | 4.4 | 12.8 | 16.5 | - | 3.7 |
| Donora Boro | 21.9 | 15.2 | 25.2 | 34.4 | 37.2 | 15.3 | 2.8 |
| Dormont Boro | 15.4 | 46.5 | 47.8 | 50.0 | 50.0 | 34.6 | - |
| DuBois City | 12.3 | 12.1 | 21.9 | 25.3 | 29.2 | 16.9 | 3.9 |
| Dunbar Twp | 12.6 | 12.5 | 16.3 | 21.8 | 20.7 | 8.1 | -1.1 |

| Third Class School Districts under District Superintendent | 1920-21 | 1926-27 | 1928-29 | 1930-31 | 1931-32 | Gain or Loss in Percent | |
|--|---------|---------|---------|---------|---------|----------------------------|---------|
| | | | | | | 1920-21 | 1930-31 |
| | | | | | | 1931-32 | 1931-32 |
| Dunmore Boro | 9.6 | 28.2 | 30.8 | 30.2 | 30.8 | 21.2 | .6 |
| Duquesne City | 10.8 | 15.1 | 20.8 | 25.8 | 31.4 | 20.6 | 5.8 |
| East Conemaugh Boro | 11.5 | 20.0 | 21.1 | 23.1 | 29.0 | 17.5 | 5.9 |
| East Pittsburgh | ** | ** | ** | 31.8 | 30.0 | - | -1.8 |
| Ellwood City Boro | 14.0 | 27.6 | 32.1 | 40.8 | 43.6 | 29.6 | 2.8 |
| Farrell Boro | 18.4 | 25.2 | 26.6 | 34.5 | 37.7 | 19.3 | 3.2 |
| Fell Twp | ** | 6.1 | 7.4 | 7.7 | 9.1 | - | 1.4 |
| Ford City Boro | ** | 20.9 | 31.3 | 37.7 | 48.2 | - | 10.5 |
| Forest City | ** | 4.9 | 20.5 | 23.1 | 29.3 | - | 6.2 |
| Franklin City | 24.2 | 23.6 | 27.0 | 22.7 | 27.2 | 3.2 | 4.5 |
| German Twp | 5.0 | 8.5 | 11.8 | 13.0 | 11.7 | 6.7 | -1.3 |
| Greensburg Boro | 26.8 | 33.3 | 33.8 | 37.1 | 40.0 | 13.2 | 2.9 |
| Greenville Boro | 41.5 | 44.4 | 38.2 | 55.0 | 56.4 | 14.9 | 1.4 |
| Hanover Boro | 25.0 | 26.7 | 23.4 | 37.3 | 38.7 | 13.7 | 1.4 |
| Haverford Twp | ** | 25.8 | 33.6 | 40.6 | 41.4 | - | .8 |
| Hazle Twp | 4.6 | 4.3 | 6.4 | 6.4 | 8.2 | 3.6 | 1.8 |
| Holidaysburg Boro | ** | 26.2 | 30.2 | 45.1 | 48.0 | - | 2.9 |
| Homestead Boro | 17.8 | 29.5 | 30.3 | 32.6 | 37.3 | 19.5 | 4.7 |
| Huntingdon Boro | 15.4 | 21.4 | 23.9 | 30.0 | 31.4 | 16.0 | 1.4 |
| Indiana Boro | ** | 36.5 | 50.0 | 63.6 | 70.0 | - | 6.4 |
| Jeannette Boro | 18.2 | 29.9 | 24.8 | 35.3 | 41.3 | 23.1 | 6.0 |
| Jersey Shore Boro | ** | ** | 23.1 | 24.4 | 25.5 | - | 1.1 |
| Johnsonburg Boro | ** | 14.3 | 15.4 | 23.7 | 30.0 | - | 2.3 |
| Juniata Boro | 11.4 | 22.6 | 21.8 | ** | - | - | - |
| Kane Boro | 21.3 | 24.1 | 29.1 | 28.6 | 32.7 | 11.4 | 4.1 |
| Kingston Boro | ** | 10.9 | 15.2 | 17.5 | 22.7 | - | 5.2 |
| Kittanning Boro | 13.0 | 30.6 | 28.3 | 36.7 | 33.3 | 25.3 | 1.6 |
| Lansford Boro | 12.5 | 16.3 | 16.3 | 21.6 | 26.8 | 14.3 | 5.2 |
| Latrobe Boro | 26.2 | 28.6 | 27.8 | 36.5 | 38.1 | 11.9 | 1.6 |
| Lebanon City | 16.2 | 26.6 | 33.8 | 39.6 | 41.5 | 25.3 | 1.9 |
| Lehighton Boro | ** | ** | 26.7 | 29.8 | 32.0 | - | 2.2 |
| Lewistown Boro | 23.2 | 39.5 | 25.3 | 31.2 | 31.8 | 8.6 | .6 |
| Lock Haven City | 18.2 | 22.9 | 22.9 | 28.1 | 30.3 | 12.1 | 2.2 |
| Logan Twp | ** | 2.2 | 5.0 | - | - | - | - |
| Mahanoy City Boro | 4.5 | 15.5 | 17.9 | 20.8 | 26.0 | 21.5 | 5.2 |
| Mahanoy Twp | 8.9 | 18.2 | 16.4 | 20.9 | 23.5 | 14.6 | 2.6 |
| Marcus Hook Boro | ** | ** | 16.7 | 19.3 | 19.3 | - | - |
| Mauch Chunk Twp | ** | ** | ** | 22.2 | 22.6 | - | .4 |
| McKees Rocks Boro | 7.7 | 14.8 | 17.1 | 22.0 | 25.0 | 17.3 | 3.0 |
| Meadville City | 17.9 | 36.4 | 35.9 | 37.3 | 34.2 | 16.3 | -3.1 |
| Middletown Boro | 10.3 | 23.5 | 36.1 | 40.5 | 40.6 | 30.3 | .1 |
| Midland Boro | ** | ** | 34.4 | 42.4 | 41.8 | - | -.6 |
| Milton Boro | 17.8 | 26.8 | 30.6 | 35.0 | 36.6 | 18.8 | 1.6 |
| Minersville Boro | 14.3 | 17.3 | 19.3 | 28.0 | 30.6 | 16.3 | 2.6 |
| Monessen City | 19.5 | 23.1 | 23.6 | 30.2 | 30.2 | 10.7 | - |
| Monongahela City | 15.4 | 22.5 | 30.1 | 32.0 | 33.0 | 17.6 | 1.0 |
| Mount Carmel Boro | 15.0 | 22.7 | 21.4 | 23.7 | 24.4 | 9.4 | .7 |
| Mount Pleasant Boro | ** | 23.3 | 25.0 | 32.6 | 34.7 | - | 2.1 |
| Mount Pleasant Twp | 7.6 | 11.1 | 14.6 | 18.8 | 19.5 | 11.9 | .7 |
| Muhlenberg Twp | ** | 22.0 | 29.3 | 39.0 | 44.6 | - | 5.6 |



| Third Class School Districts under District Superintendent | 1920-21 | 1926-27 | 1928-29 | 1930-31 | 1931-32 | Gain or Loss in Percent | |
|--|---------|---------|---------|---------|---------|----------------------------|---------|
| | | | | | | 1920-21 | 1930-31 |
| | | | | | | 1931-32 | 1931-32 |
| Munhall Boro | 28.1 | 23.4 | 37.0 | 27.6 | 31.0 | 2.9 | 3.4 |
| Nanticoke Boro | 6.6 | 12.8 | 17.6 | 21.3 | 21.7 | 15.1 | .4 |
| Nanty-Glo Boro | ** | 12.2 | 20.9 | 23.0 | 23.1 | - | .1 |
| New Brighton Boro | 18.9 | 37.5 | 39.7 | 44.7 | 55.1 | 36.2 | 10.4 |
| New Kensington Boro | 18.2 | 27.9 | 31.1 | 29.8 | 35.9 | 17.7 | 6.1 |
| Newport Twp | - | 7.9 | 4.2 | 19.0 | 27.2 | - | 8.2 |
| Northampton Boro | 11.4 | 20.4 | 34.3 | 33.3 | 34.7 | 23.2 | 1.4 |
| North Braddock Boro | ** | ** | ** | ** | 43.8 | - | - |
| Oil City City | 21.1 | 23.7 | 22.9 | 22.4 | 27.1 | 6.0 | 4.7 |
| Old Forge Boro | 5.2 | 12.9 | 20.8 | 24.8 | 25.4 | 20.2 | .6 |
| Olyphant Boro | 1.5 | 9.9 | 15.4 | 19.8 | 23.9 | 22.4 | 4.1 |
| Palmerton Boro | ** | 15.5 | 21.3 | 26.0 | 29.3 | - | 3.3 |
| Phoenixville Boro | 13.0 | 20.8 | 23.3 | 29.2 | 36.0 | 23.0 | 6.8 |
| Pittston City | 2.3 | 11.6 | 12.2 | 23.2 | 31.1 | 28.8 | 7.9 |
| Plymouth Boro | ** | 13.8 | 17.3 | 17.5 | 20.0 | - | 2.5 |
| Pottstown Boro | 17.1 | 16.7 | 20.3 | 28.3 | 28.3 | 11.2 | - |
| Pottsville City | 14.8 | 12.6 | 18.2 | 23.9 | 27.6 | 12.8 | 3.7 |
| Punxsutawney Boro | 17.5 | 23.1 | 26.5 | 35.3 | 42.7 | 25.2 | 7.4 |
| Radnor Twp | 24.6 | 36.0 | 36.7 | 43.0 | 46.7 | 22.1 | 3.7 |
| Rankin Boro | 2.7 | 10.0 | 16.3 | 18.5 | 30.5 | 27.8 | 12.0 |
| Redstone Twp | 3.6 | 11.3 | 11.8 | 14.4 | 14.5 | 10.9 | .1 |
| Renovo Boro | ** | 28.6 | 26.7 | ** | - | - | - |
| Ridgway Boro | 8.6 | 11.6 | 13.6 | 20.0 | 19.2 | 10.6 | - .8 |
| Rochester Boro | 21.4 | 37.0 | 47.4 | 53.5 | 59.0 | 37.6 | 5.5 |
| Rostraver Twp | 1.8 | 3.3 | 4.7 | 9.1 | 10.8 | 9.0 | 1.7 |
| Sandy Twp | ** | 16.6 | 21.7 | 26.8 | 25.0 | - | -1.8 |
| Sayre Boro | 16.7 | 18.3 | 20.0 | 22.4 | 25.4 | 8.7 | 3.0 |
| Scottdale Boro | ** | 34.7 | 36.0 | 38.0 | 36.0 | - | -2.0 |
| Shamokin Boro | 14.3 | 16.5 | 18.9 | 18.9 | 21.8 | 7.5 | 2.9 |
| Sharon City | 15.6 | 22.3 | 26.1 | 28.4 | 30.3 | 14.7 | 1.9 |
| Shenandoah Boro | 2.1 | 2.9 | 7.1 | 13.9 | 18.5 | 16.4 | 4.6 |
| Stueltgen Boro | 19.0 | 19.7 | 21.9 | 25.0 | 27.6 | 8.6 | 2.6 |
| Summit Hill Boro | ** | ** | ** | 29.8 | 30.4 | - | .6 |
| Sunbury City | 26.8 | 21.8 | 26.8 | 32.7 | 30.0 | 3.2 | -2.7 |
| Swissvale Boro | 22.0 | 33.3 | 40.9 | 36.5 | 38.0 | 16.0 | 1.5 |
| Tamaqua Boro | 11.5 | 16.1 | 13.2 | 18.7 | 23.1 | 11.6 | 4.4 |
| Tarentum Boro | 30.4 | 35.6 | 36.5 | 41.9 | 43.6 | 13.2 | 1.7 |
| Taylor Boro | 2.0 | 9.7 | 10.6 | 17.2 | 25.0 | 23.0 | 7.2 |
| Throop Boro | 2.1 | 3.1 | 9.6 | 19.3 | 20.7 | 18.6 | 1.3 |
| Titusville City | 14.6 | 15.1 | 22.2 | 26.9 | 31.6 | 17.0 | 4.7 |
| Tyrone Boro | 18.9 | 30.2 | 30.8 | 41.7 | 37.5 | 18.6 | -4.2 |
| Uniontown City | 19.8 | 29.3 | 35.6 | 39.2 | 43.4 | 23.6 | 4.2 |
| Vandergrift Boro | 26.7 | 22.5 | 28.9 | 40.7 | 42.2 | 15.5 | 1.5 |
| Warren Boro | 14.0 | 22.5 | 21.8 | 27.9 | 26.8 | 12.8 | -1.1 |
| Washington City | 16.7 | 16.4 | 16.3 | 18.9 | 21.7 | 5.0 | 2.3 |
| Waynesboro Boro | 14.5 | 20.6 | 24.2 | 27.5 | 27.1 | 12.6 | - .2 |
| West Chester Boro | 25.4 | 34.4 | 41.6 | 41.1 | 45.0 | 19.6 | 3.9 |
| West Mahanoy Twp | - | - | - | - | - | - | - |
| West Pittston Boro | ** | 24.5 | 32.3 | 37.1 | 37.7 | - | .6 |
| Whitehall Twp | ** | 8.9 | 11.7 | 16.1 | 16.1 | - | - |
| Wilkinsburg Boro | 20.7 | 30.9 | 38.5 | 41.4 | 46.1 | 25.4 | 4.7 |
| Wilson Boro | ** | ** | ** | 26.9 | 29.6 | - | 2.7 |
| Windber Boro | 15.9 | 19.4 | 22.1 | 23.0 | 41.9 | 26.0 | 18.9 |
| Winton Boro | - | 8.5 | 11.3 | 20.7 | 21.3 | - | .6 |

**Under supervision of County Superintendent.



Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

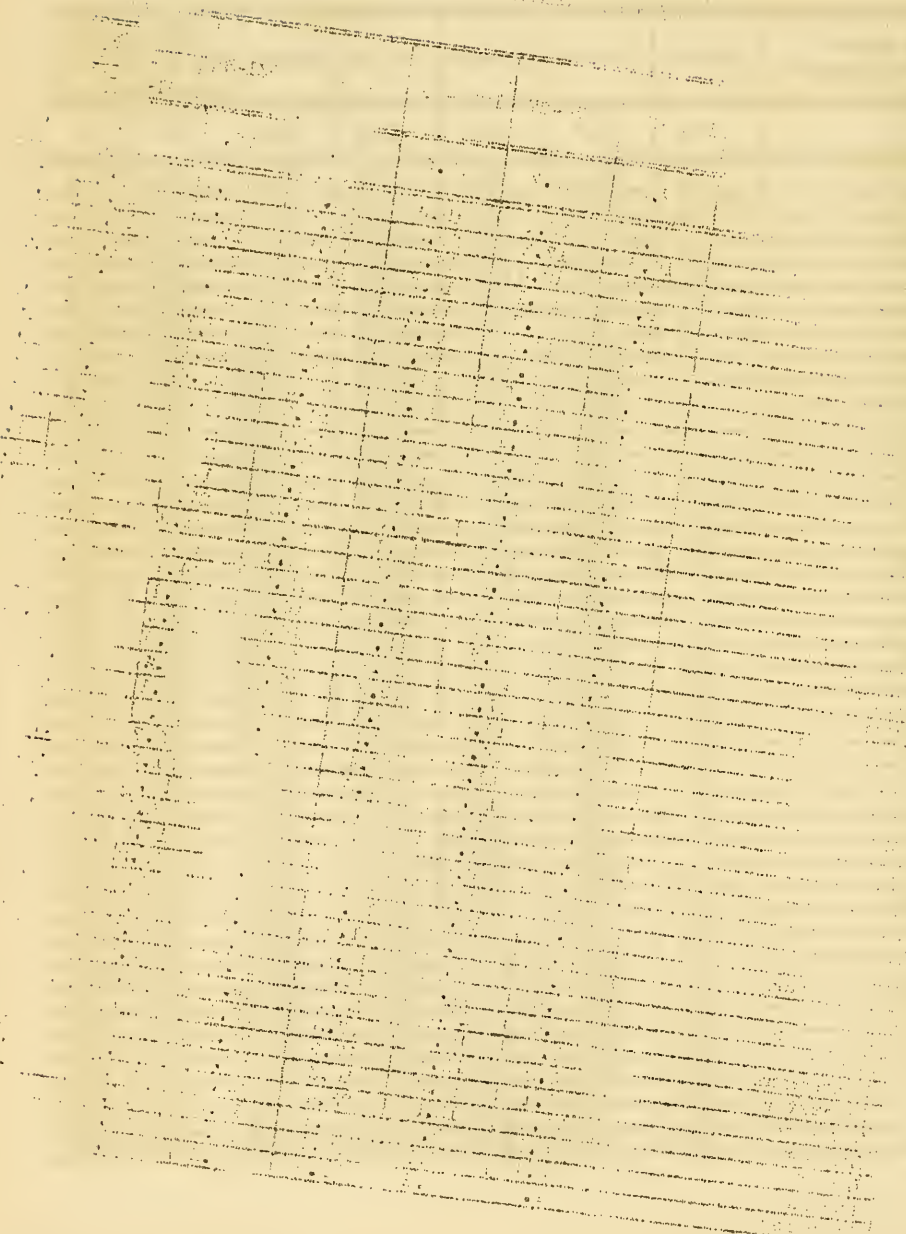
PERCENTAGE DISTRIBUTION OF TEACHERS HAVING COLLEGE PREPARATION IN PENNSYLVANIA
IN DISTRICTS UNDER COUNTY SUPERINTENDENTS - 1920-21 - 1931-32

| Districts under County Superintendents | 1920-21 | 1926-27 | 1928-29 | 1930-31 | 1931-32 | Gain or Loss in Percent | |
|---|---------|---------|---------|---------|---------|----------------------------|---------|
| | | | | | | 1920-21 | 1930-31 |
| | | | | | | 1931-32 | 1931-32 |
| T O T A L | 7.5 | 11.7 | 15.5 | 19.9 | 22.5 | 15.0 | 2.6 |
| Adams | 5.5 | 15.4 | 15.6 | 21.5 | 23.7 | 18.2 | 2.2 |
| Allegheny | 16.3 | 17.3 | 20.6 | 24.7 | 28.3 | 12.0 | 3.6 |
| Armstrong | 7.7 | 10.3 | 12.0 | 15.8 | 17.8 | 10.1 | 2.0 |
| Beaver | 9.5 | 12.1 | 16.5 | 19.8 | 20.6 | 11.1 | .8 |
| Bedford | 2.7 | 8.7 | 11.9 | 17.9 | 20.0 | 17.3 | 2.1 |
| Berks | 8.6 | 14.9 | 18.3 | 21.4 | 25.6 | 17.0 | 4.2 |
| Blair | 5.4 | 9.9 | 16.5 | 19.0 | 17.4 | 12.0 | -1.6 |
| Bradford | 6.4 | 12.5 | 17.3 | 23.5 | 25.1 | 18.7 | 1.6 |
| Bucks | 6.8 | 11.5 | 16.3 | 20.0 | 23.6 | 16.8 | 3.6 |
| Butler | 8.6 | 19.1 | 20.3 | 21.5 | 23.3 | 14.7 | 1.8 |
| Cambria | 6.2 | 10.8 | 15.1 | 19.9 | 22.4 | 16.2 | 2.5 |
| Cameron | 2.1 | 5.7 | 12.5 | 19.6 | 21.2 | 19.1 | 1.6 |
| Carbon | 9.2 | 11.4 | 11.0 | 11.8 | 14.3 | 5.1 | 2.5 |
| Centre | 10.5 | 12.1 | 18.9 | 27.2 | 27.5 | 17.0 | .3 |
| Chester | 8.9 | 15.4 | 16.1 | 20.0 | 21.9 | 13.0 | 1.9 |
| Clarion | 3.3 | 10.5 | 16.2 | 21.1 | 23.1 | 19.8 | 2.0 |
| Clearfield | 1.9 | 6.1 | 10.0 | 12.2 | 14.1 | 12.2 | 1.9 |
| Clinton | - | 6.4 | 10.4 | 16.4 | 20.1 | 20.1 | 3.7 |
| Columbia | 0.8 | 8.7 | 11.5 | 16.0 | 19.2 | 18.4 | 3.2 |
| Crawford | 4.2 | 12.2 | 16.1 | 20.0 | 21.8 | 17.6 | 1.8 |
| Cumberland | 9.4 | 17.2 | 19.3 | 23.8 | 26.2 | 16.8 | 2.4 |
| Dauphin | 9.3 | 18.6 | 19.1 | 23.9 | 27.1 | 17.8 | 3.2 |
| Delaware | 10.1 | 16.9 | 18.5 | 23.9 | 28.0 | 17.9 | 4.1 |
| Elk | 6.0 | 12.3 | 13.4 | 18.6 | 22.7 | 16.7 | 4.1 |
| Erie | 7.9 | 14.8 | 17.3 | 19.3 | 21.2 | 13.3 | 1.9 |
| Fayette | 3.9 | 7.8 | 11.9 | 13.6 | 15.6 | 11.7 | 2.0 |
| Forest | 2.6 | 4.8 | 11.1 | 25.0 | 28.1 | 25.5 | 3.1 |
| Franklin | 2.4 | 6.5 | 10.1 | 11.4 | 13.9 | 11.5 | 2.5 |
| Fulton | - | 2.6 | 10.7 | 21.2 | 19.2 | 19.2 | -2.6 |
| Greene | 11.5 | 14.4 | 16.8 | 19.3 | 21.8 | 10.3 | 2.5 |
| Huntingdon | 3.3 | 6.5 | 11.9 | 14.1 | 17.3 | 14.0 | 3.2 |
| Indiana | 3.2 | 5.4 | 10.5 | 16.1 | 20.2 | 17.0 | 4.1 |
| Jefferson | 5.8 | 11.7 | 14.3 | 18.2 | 19.8 | 14.0 | 1.6 |
| Juniata | 6.4 | 16.5 | 15.4 | 19.5 | 21.4 | 15.0 | 1.9 |
| Lackawanna | 1.8 | 10.3 | 17.3 | 25.1 | 28.4 | 26.6 | 3.3 |
| Lancaster | 3.2 | 12.1 | 17.9 | 22.2 | 24.8 | 21.6 | 2.6 |
| Lawrence | 8.1 | 10.3 | 16.3 | 23.1 | 24.8 | 16.7 | 1.7 |
| Lebanon | 12.5 | 18.5 | 23.4 | 25.9 | 28.4 | 15.9 | 2.5 |
| Lehigh | 5.9 | 9.9 | 11.1 | 15.6 | 17.2 | 11.3 | 1.6 |
| Luzerne | 3.1 | 7.1 | 12.4 | 18.9 | 23.0 | 19.9 | 4.1 |
| Lycoming | 4.0 | 8.8 | 11.9 | 18.2 | 18.0 | 14.0 | -.2 |

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
RESEARCH REPORT

NO. 1000

BY
J. H. GOLDSTEIN



| Districts under County Superintendents | 1920-21 | 1926-27 | 1928-29 | 1930-31 | 1931-32 | Gain or Loss in Percent | |
|---|---------|---------|---------|---------|---------|----------------------------|---------|
| | | | | | | 1920-21 | 1930-31 |
| | | | | | | 1931-32 | 1931-32 |
| McKean | 6.1 | 10.0 | 12.1 | 19.6 | 20.3 | 14.2 | .7 |
| Mercer | 12.8 | 20.6 | 25.2 | 21.5 | 25.5 | 12.7 | 4.0 |
| Mifflin | 10.9 | 9.6 | 12.9 | 17.2 | 16.7 | 5.8 | -.5 |
| Monroe | 8.7 | 15.5 | 20.1 | 30.2 | 34.2 | 25.5 | 4.0 |
| Montgomery | 8.8 | 14.9 | 20.3 | 24.5 | 28.6 | 19.8 | 4.1 |
| Montour | - | 12.3 | 14.7 | 16.3 | 13.6 | 13.6 | -2.7 |
| Northampton | 5.9 | 9.9 | 11.0 | 11.4 | 12.4 | 6.5 | 1.0 |
| Northumberland | 2.6 | 8.1 | 10.7 | 17.2 | 19.2 | 16.6 | 2.0 |
| Perry | 6.5 | 8.9 | 13.8 | 22.0 | 23.0 | 16.5 | 1.0 |
| Pike | - | 10.0 | 22.2 | 26.8 | 32.7 | 32.7 | 5.9 |
| Potter | 3.3 | 9.7 | 12.9 | 20.1 | 20.3 | 17.0 | .2 |
| Schuylkill | 3.4 | 7.4 | 10.3 | 15.2 | 17.8 | 14.4 | 2.6 |
| Snyder | 9.5 | 14.1 | 19.4 | 24.9 | 25.6 | 16.1 | .7 |
| Somerset | 6.1 | 9.2 | 12.8 | 15.5 | 17.5 | 11.4 | 2.0 |
| Sullivan | 3.4 | 12.7 | 16.5 | 21.8 | 23.7 | 20.3 | 1.9 |
| Susquehanna | 4.8 | 9.2 | 15.1 | 22.4 | 24.4 | 19.6 | 2.0 |
| Tioga | 2.9 | 5.7 | 14.7 | 19.3 | 24.0 | 21.1 | 4.7 |
| Union | 12.2 | 17.1 | 25.1 | 26.5 | 30.0 | 17.8 | 3.5 |
| Venango | 5.6 | 7.6 | 11.7 | 16.3 | 18.2 | 12.6 | 1.9 |
| Warren | 5.9 | 11.5 | 17.6 | 19.2 | 24.0 | 18.1 | 4.8 |
| Washington | 8.2 | 13.2 | 16.6 | 19.1 | 21.7 | 13.5 | 2.6 |
| Wayne | 8.3 | 10.2 | 14.0 | 22.4 | 20.7 | 12.4 | -1.7 |
| Westmoreland | 10.9 | 9.9 | 13.8 | 21.3 | 22.9 | 12.0 | 1.6 |
| Wyoming | 8.1 | 16.6 | 19.8 | 26.7 | 32.2 | 24.1 | 5.5 |
| York | 6.3 | 8.8 | 11.4 | 15.9 | 17.3 | 11.0 | 1.4 |

NOTE: Data for this study were taken from official records on file in the Department of Public Instruction for the years indicated.

| Year | Month | Day | Temperature | Humidity | Wind Speed | Wind Direction | Clouds | Pressure | Visibility | Notes |
|------|-------|-----|-------------|----------|------------|----------------|---------------|----------|------------|-------|
| 1912 | Jan | 1 | 50 | 70 | 10 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 2 | 45 | 65 | 12 | SE | Clear | 30.1 | 10 | |
| 1912 | Jan | 3 | 55 | 75 | 8 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 4 | 60 | 80 | 15 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 5 | 50 | 70 | 10 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 6 | 40 | 60 | 12 | SE | Clear | 30.1 | 10 | |
| 1912 | Jan | 7 | 50 | 70 | 10 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 8 | 55 | 75 | 15 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 9 | 60 | 80 | 12 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 10 | 65 | 85 | 10 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 11 | 55 | 75 | 15 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 12 | 50 | 70 | 12 | SE | Clear | 30.1 | 10 | |
| 1912 | Jan | 13 | 45 | 65 | 10 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 14 | 55 | 75 | 15 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 15 | 60 | 80 | 12 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 16 | 65 | 85 | 10 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 17 | 55 | 75 | 15 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 18 | 50 | 70 | 12 | SE | Clear | 30.1 | 10 | |
| 1912 | Jan | 19 | 45 | 65 | 10 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 20 | 55 | 75 | 15 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 21 | 60 | 80 | 12 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 22 | 65 | 85 | 10 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 23 | 55 | 75 | 15 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 24 | 50 | 70 | 12 | SE | Clear | 30.1 | 10 | |
| 1912 | Jan | 25 | 45 | 65 | 10 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 26 | 55 | 75 | 15 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 27 | 60 | 80 | 12 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 28 | 65 | 85 | 10 | SE | Cloudy | 29.9 | 10 | |
| 1912 | Jan | 29 | 55 | 75 | 15 | SE | Partly Cloudy | 30.0 | 10 | |
| 1912 | Jan | 30 | 50 | 70 | 12 | SE | Clear | 30.1 | 10 | |
| 1912 | Jan | 31 | 45 | 65 | 10 | SE | Partly Cloudy | 30.0 | 10 | |

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Thursday, December 8, 1932

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents held at Harrisburg, November 15, 1932

- II. Unfinished Business
 1. Report of Curricular Revision Committee
 2. Report of committee on "Centralized Purchasing for the State Teachers Colleges"
 3. Report of Fee Committee
 4. Report of committee re "Budgets for 1933-1935"
 5. Report of committee on "Entrance Requirements"

- III. New Business
 1. Question of policy concerning certification of graduates of the State Teachers Colleges
 2. Health Fees for 1933-34
 3. Federal tax on admissions to games conducted by the State Teachers Colleges
 4. Meeting of the Deans of Instruction
 5. Development of a uniform "Student Progress Card"
 6. Number and names of students not admitted to State Teachers Colleges
 7. Results of
 1. Minnesota College Aptitude Tests
 2. Iowa Placement Examinations

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Thursday, December 8, 1932

A regular meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the Superintendent's Conference Room of the Department of Public Instruction, Harrisburg, Pennsylvania, and was called to order by the Chairman at 9:30 o'clock.

The following were present:

| | |
|------------------------|------------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| Leslie Pinckney Hill | Cheyney |
| G. C. L. Riemer | Clarion |
| T. T. Allen | East Stroudsburg |
| C. C. Crawford | Edinboro |
| Charles R. Foster | Indiana |
| A. C. Rothermel | Kutztown |
| Dallas W. Armstrong | Lock Haven |
| William R. Straughn | Mansfield |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |

James N. Rule, Chairman
Henry Klonower, Secretary

Doctor Landis Tanger, President of the State Teachers College at Millersville, was absent.

1. Approval of the minutes of the meeting of the Board of Presidents, held in Harrisburg, November 15, 1932

Doctor Straughn raised a question concerning the interpretation of "Formal Opinion No. 70 - Department of Justice" as it appears on page 732 of the minutes of the meeting of the Board held November 15, 1932. The question

was "Could or could not the student activity fee as proposed be handled directly by the cooperative association?" He felt that this should be cleared and definitely stated in the minutes so that each of the Presidents would be sure of his procedure with reference to the use of the student activity fee set up as a separate fund and administered by the cooperative association.

Doctor Rule stated that Mr. Arnold's reaction to his question was to the effect that this could be done. He further stated that Mr. Arnold had told him this student activity fee could be collected through the local organization or association. It is a voluntary fee to cover all the extra-curricular activities and to be administered under the direct supervision of the Presidents.

On motion of Doctor Eisenberg seconded by Doctor Steele it was voted that action on the minutes be deferred until the next meeting of the Board, since it was not possible to get the minutes into the hands of the Presidents for their consideration prior to the meeting of the Board today.

II. Unfinished Business

1. Report of Curricular Revision Committee

Doctor Eisenberg, Chairman of the Curricular Revision Committee, reported progress.

2. Report of committee on "Centralized Purchasing for the State Teachers Colleges"

Doctor Straughn, Chairman of the committee, reported for the committee.

The Report follows as Exhibit A.

On motion of Doctor Eisenberg seconded by Doctor Cameron it was voted that the report as submitted by Doctor Straughn be accepted.

3. Report of Fee Committee

Doctor Straughn, Chairman of the Committee, reported for the committee. He stated that there was not much change in the basic principle of the fee committee report. However, the committee did feel that item:

- I. Student Activity Fee
- II. Contingent Fee
- III. Housing Fee

should be slightly changed to meet the present conditions.

Therefore, a modified report on these three items follows:

TENTATIVE PROPOSALS
FOR
UNIFORM FEES, DEPOSITS, and REPAYMENTS
IN THE STATE TEACHERS COLLEGES
To become effective June 1, 1933

A. FEES

1. Student Activity Fee

A fee to be determined by each institution will be collected from all students and administered under regulations approved by the Board of Trustees through a cooperative organization. This fee will cover the cost of student activities in athletics, lectures, entertainments, student publications, et cetera.

II. Contingent Fee

A contingent fee for all students is charged as follows:

| | <u>Half Semester</u> | <u>Summer Session</u> |
|------------------------|----------------------|-----------------------|
| Elementary Curriculums | \$18.00 | |
| Secondary Curriculums | 18.00 | |
| Art | 27.00 | |
| Commercial Education | 21.00 | |
| Health Education | 27.00 | |
| Home Economics | 36.00 | |
| Industrial Arts | 27.00 | |
| Music | 54.00 | |

This fee covers registration and keeping of records of students, library, student welfare, health service (other than extra nurse and quarantine) and laboratory facilities.

III. Housing Fee

1. Housing rate for students:

The housing rate for students shall be \$63.00 per one-half semester and \$42.00 for the Summer Session. This includes room, meals and limited laundry.

- (a) For rooms with running water an additional charge of \$9.00 per student per semester, or \$3.00 for the Summer Session may be made.
- (b) No reduction in the rate is to be made for laundry done at home nor for absence of students who go home for a few days at a time.
- (c) A student may, at the discretion of the President of the college, occupy a double room alone by paying an additional \$36.00 a semester or \$12.00 for the Summer Session.
- (d) For the purpose of meeting the requirements in those colleges where off-campus rooming students board in the college dining room, and to meet the requirements of the Home Management Clubs in the two institutions maintaining home economics curriculums, the housing rate shall be divided \$2.00 for room rent and \$5.00 for table board.

On motion of Doctor Straughn seconded by Doctor Foster it was voted that the tentative report of the Fee Committee be accepted as submitted with the thought in mind that nothing more definite could be done until the matter of budgets was settled.

4. Report of committee re "Budgets for 1933-1935"

Doctor Foster, Chairman of the Committee, reported for the committee. He stated that the committee had had a very informal meeting and had discussed the matter of budgets.

The figures sent in by the Presidents indicate that the instructional costs would amount to over six million dollars if the State were to assume the obligation which it is legally responsible for.

Mr. Sponsler from the Governor's Office appeared before the Board. He stated that he did not believe there would be included within the budget for the operation of the State Teachers Colleges more than approximately three million dollars. He further stated that if the institutions asked that the amount of money collected by each college be returned to each college, changes in the law would be necessary.

Doctor Eisenberg asked whether the committee had considered the matter of the fees for the summer session.

Doctor Foster replied that they had discussed the matter and had a tentative plan in mind.

On motion of Mr. Allen seconded by Doctor Cameron it was voted to adjourn for luncheon at 12:40 and reconvene at 1:45 P.M.

Doctor Rule stated that a very comprehensive statement should be drawn up in support of the budgets for the State Teachers Colleges with two ideas in mind:

1. What amount of fees shall the students pay?
2. What are the maximum economies that can be made on the instructional and non-instructional sides of these institutions?

On motion of Doctor Haas seconded by Doctor Cameron it was voted that the Fee Committee and the Budget Committee hold a joint meeting to review the situation as presented and draft a statement which the Board could recommend to the State Superintendent for submittal as an explanatory statement. The statement should point out the present general situation of the Teachers Colleges, their desire to cooperate from the point of view of economy and efficiency, the advisability at this period of reconsidering a system which is apparently not functioning well from the point of view of giving to the students the services for which they pay fees, and the proposal that certain activities be segregated.

The Fee Committee and Budget Committee, therefore, absented themselves from the Board Meeting for the purpose of drafting the statement recommended by the Board.

The joint recommendation of the Fee and Budget Committee follows:

"Joint recommendation of: Fee Committee

Dr. Steele
Dr. Foster
Dr. Straughn

Budget Committee

Dr. Haas
Dr. Rowland
Dr. Steele
Dr. Foster, Chairman

Inasmuch as it would appear that the sum of \$6,000,000 will be required for the next biennium 1933-1935 for the instructional costs in the State Teachers Colleges exclusive of the cost of instructing summer and special session students and accepting the standards of instructional personnel that have been set up by the Budget Committee and tentatively approved by that Committee and representatives of the Budget Office and further accepting the existing Salary Qualification Schedule approved by the Executive Board, the following fees are recommended in which recommendation the "housing fee" is understood to be returnable to the several institutions in the amount collected by them and available for the purposes for which it is paid and in which the "student activity fee" is to be collected and administered through a cooperative organization and in which the so-called "contingent fee" is intended to discharge in part the obligation of the Commonwealth to meet the full cost of instruction in the State Teachers Colleges in accordance with Section 2009 of the School Code.

It is the opinion of the committee that this "contingent fee" representing for the regular curricula \$72.00 per year as the maximum charge for instructional services which may be made without a serious hardship to the students attending these colleges and a possible reduction in enrollment to a point to endanger the supply of legally qualified teachers for the public schools of the Commonwealth.

This fee on the present enrollment basis will provide \$1,500,000 of the \$6,000,000 already set up as the instructional requirement for the next biennium as the cost of instruction, leaving a balance of \$4,500,000 to be met by appropriation of the General Assembly, or by increased "contingent fees", or decreased services.

It is understood that the Governor will include in his budget representation to the General Assembly but \$3,000,000 for instructional costs in the State Teachers Colleges. In this event there is a discrepancy of \$1,500,000 which must be made up either by larger appropriations on the part of the General Assembly or by further curtailment in the maintenance and operation of the State Teachers Colleges, which curtailment we regard as dangerous to the program of teacher preparation for the public schools of the Commonwealth.

It is further understood as has already been stated that summer session costs and special session costs are not included in the above figure, it being the recommendation of the committee that a fee for such instruction be charged in such amount as entirely to meet the cost of such instruction exclusive of plant, grounds, and administrative charges.

...

...

...

...

...

The committee believes that a fee of .6.00 per semester hour will discharge in full such instructional costs.

December 8, 1932"

On motion of Doctor Cameron seconded by Doctor Eisenberg it was voted to accept the joint recommendation of the committee on fees and budgets to be submitted to the State Superintendent.

5. Report of committee on "Entrance Requirements"

Discussion postponed.

III. New Business

1. Question of policy concerning certification of graduates of the State Teachers Colleges

Discussion postponed.

2. Health Fees for 1933-34

On motion of Mr. Allen seconded by Doctor Cameron it was voted to remove this item from the docket.

3. Federal tax on admissions to games conducted by the State Teachers Colleges

Doctor Haas stated that certain questions had come up within his institution relative to Federal tax on admissions to games conducted by the State Teachers Colleges and that he had written to Mr. W. M. Denison, Deputy Superintendent for the Department of Public Instruction, as follows:

"I would like to suggest that at the next meeting of the Board of Presidents which will be held Thursday, December 8, in Harrisburg, that this be put on the docket and that a representative of the Revenue Department be invited to make clear our responsibilities and limitations in this matter."

Mr. Denison had been in touch with the Department of Justice relative to the matter and had word from Mr. Arnold, Deputy

Attorney General of the Department of Justice, to the effect that a statement from the Department of Justice would suffice. Mr. Arnold, therefore, submitted the following written statement:

"Honorable W. M. Denison
Deputy Superintendent of Public Instruction
Harrisburg, Pennsylvania

Dear Mr. Denison:

I acknowledge receipt of your letter of December 5 in which you inquire whether State Teachers Colleges must collect or pay the Federal admissions tax on moneys received from paid admissions at athletic events.

Moneys received at State Teachers Colleges for activities officially sponsored by the college are paid into the State Treasury just as any other money accruing to the Commonwealth. They belong to the General Fund of the Commonwealth.

Moreover, State Teachers Colleges are not independent entities but are directly owned and operated by the State. In my opinion, the Federal Government would not have authority to require the State, through a teachers college to pay any admission tax out of moneys belonging to the Commonwealth or collect such a tax from persons who attend the events in question.

I am returning the material which you sent me with your letter.

Very truly yours,

Harris C. Arnold,
Deputy Attorney General."

Dec. 5, 1932

On motion of Doctor Foster seconded by Doctor Cameron it was voted that the Secretary be requested to send a copy of the opinion to each President and they individually take such action as seemed advisable.

4. Meeting of the Deans of Instruction

The Secretary of the Board stated that a meeting of this nature had been held heretofore together with the members of the Curricular Revision Committee and it had appeared that such a meeting had been very helpful.

On motion of Doctor Cameron seconded by Doctor Crawford it was voted that it is the sense of the Board of Presidents, that they deem it unwise to hold a meeting of the Deans of Instruction at this time.

5. Development of a uniform "Student Progress Card."

The Secretary stated that a "Student Progress Card" had been received from one of the State Teachers Colleges and it appeared that this might be a good form to be standardized for all the colleges.

On motion of Mr. Allen seconded by Doctor Eisenberg it was voted that this form be submitted to the Committee on the Standardization of Printing Forms for the State Teachers Colleges.

6. Number and names of students not admitted to State Teachers Colleges

On motion of Doctor Foster seconded by Doctor Cameron it was voted that this item be removed from the docket.

7. Results of

1. Minnesota College Aptitude Tests
2. Iowa Placement Examinations

The Secretary raised a question whether a committee should be authorized to bring together the results of the examinations given to entering students in the State Teachers Colleges last year.

Doctor Rowland stated that he was not sure the results of these tests would be helpful at this time since they were only given to students in the lower half of the high school graduating class.

On motion of Doctor Eisenberg seconded by Doctor Foster it was voted that this item be removed from the docket.

IV. Miscellaneous

1. Calendar of State Teachers Colleges - 1932-33

Doctor Haas stated that the calendar for the second semester of this school year provides that the classes begin after the Christmas Holidays on January 2, 1933, which is the legal holiday for New Year's Day and he felt it might be wise to begin on January 3, 1933 instead of January 2, 1933.

On motion of Doctor Haas seconded by Mr. Allen it was voted that the opening day for the second semester be shifted from Noon, January 2, 1933 to Noon, January 3, 1933.

2. New Standards for the Certification of
Elementary Teachers

The Secretary received the following memorandum from the Secretary of the State Council of Education:

"The State Council of Education at its meeting held on December 2 passed the following resolution:

' RESOLVED, That the resolution adopted at the meeting on June 16, 1932 setting new standards for the certification of elementary teachers be amended so as to eliminate September 1, 1933, as the date for all new entrants into the elementary teaching field to have four years of post high school preparation, and

That this Council postpone setting the effective date for this requirement until such time as the effect of the standards set in the aforementioned resolution may be seen. '

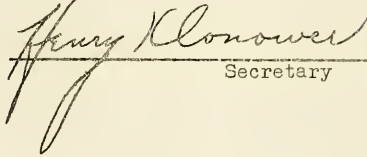
The Council also authorized the Chairman to appoint a committee to study the question of the new standards for the certification of elementary teachers adopted at the June 16, 1932 meeting. The Chairman appointed the following committee: Doctor Dickey, Chairman; Doctor Straughn and Mr. Klonower."

3. Date for entrance examinations for the State
Teachers Colleges

Doctor Steele, Chairman of the Committee, stated that it was the recommendation of the committee that January 13, 1933 be set as the date for the examinations to be given to applicants for admission to the second semester of the school year 1932-33 and that each college select the test that is to be given to each student. The committee further recommends that July 14, 1933 be designated as the regular examination date for applicants for the school year 1933-34 and that September 1, 1933 be the final day on which such examinations may be taken. The committee will report at a later date on the test to be given for the next school year.

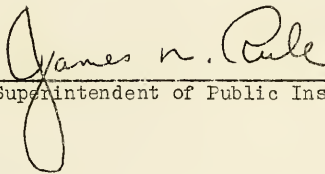
On motion of Doctor Eisenberg seconded by Doctor Foster it was voted to accept the recommendation of the committee re entrance examinations of students for admission to the State Teachers Colleges.

On motion of Mr. Allen seconded by Doctor Eisenberg it was voted to adjourn at 4:15 P.M. to reconvene on January 27, 1933 at 9:30 o'clock in Harrisburg.


Secretary

Approved:

Dec. 28, 1932


State Superintendent of Public Instruction

Centralized Purchasing at State Teachers Colleges (Exhibit A)

To comply with centralized purchasing, the institution submits a requisition to the Department of Property and Supplies. Upon receipt of such requisition, bids are solicited on materials requested so that prices may be determined. After prices have been indicated on the requisition, it is sent to the Department of Public Instruction for approval. When approved, the requisition is returned to the Department of Property and Supplies and the order is placed.

The attached information relative to centralized purchasing has been obtained from answers to the following questions sent to Presidents of State Teachers Colleges:

How many days elapse between the date of the requisition and the delivery of shipment?

How many days elapse between the date of delivery of shipment and payment of the account?

What is the estimated percent of purchases thus delayed?

What is the estimated amount and percent of inventory increases necessary because of delay in replenishing stock?

If unmarked brands have been substituted for standard brands, give illustrations.

If quality of printing has been unsatisfactory, give illustrations.

| Institution | 'Delivery of Goods | 'Payment of Goods | '% of Purchases Delayed | 'Increase in Inventory | 'Substitution of unmarked brands for standard, etc. |
|-------------|--------------------|---|-------------------------|------------------------|---|
| 1 | 4-6 wks | 3-4 wks | 10-20 | 10 - 20% | |
| 2 | 32 days | 14 days | 100 | None | |
| 3 | 3-4 wks | 3-4 wks | 99 | 25% \$5,000 | |
| 4 | 10-40 days | 10-30 days | 10 | 12½% \$2,000 | |
| 5 | 1-10 mos. | 4-5 wks | 100 | 60% | |
| 6 | 3-4 wks | 2-3 wks | 60 (over 2 wks) | 33 1/3% | |
| 7 | 14-48 wks | 10-15 days after Req. for payment | 100 | 25% \$500 | |

| Institution | Delivery of goods | Payment of goods | % of Purchases Delayed | Increase in Inventory | Substitution of unmarked brands for standard, etc. |
|-------------|-------------------|------------------|------------------------|-----------------------|--|
|-------------|-------------------|------------------|------------------------|-----------------------|--|

| | | | | | |
|----|--|---------|------|--------------------|--|
| 8 | Questions answered in general terms. Centralized purchasing shows gradual improvement. | | | | |
| 9 | No criticism to offer. Chief complaint on book store purchases. Store eliminated because of delay. | | | | |
| 10 | No criticism to offer. "Learned to forecast our needs and to work with Property and Supplies". | | | | |
| 11 | 2-3 wks | | | | |
| 12 | 36 da. | 31 da. | 100% | Unable to estimate | |
| 13 | 3-6 wks | 2-6 wks | | | |

Nov. 30, 1932

Dr. James N. Rule
Harrisburg, Pa.

Dear Dr. Rule:

You will recall that at the last meeting of the Board of Presidents you asked each President to submit to me in detail typical examples of unsatisfactory purchases arising through Centralized Purchasing. Much of this material is now in my hands, and I am submitting this to you so that you will have these examples in your command when you need them. Because of the clerical work involved, and my inability to supply same, I am not making a detailed analysis of the material originally sent to Mr. Crosley for our committee, but you can readily obtain this from Mr. Crosley at any time. I am submitting to you with this letter the following:

1. A brief resume of the replies given to Mr. Crosley in response to the questions asked some time ago.

The statement of the purchases relative to the time which they have to devote to these transactions and the correction of errors.

2. The typical examples which I myself have just recently collected from most of the Presidents. These are of great value to a committee of investigation.

3. A compact statement of the processes by which a state institution obtains and pays for materials secured through Centralized Purchasing, and the ramifications thereof.

I have all of this material in detail, and if at any time my presence is needed to substantiate your argument before any committee, please feel free to call on me.

Very sincerely yours,

WRS:HRJ

William R. Straughn

EXHIBIT I.

A resume of the reply of the Presidents of the institutions, made in detail to Mr. Crosley some time ago, shows that it takes from three weeks to ten months for the delivery of goods; it takes from three to five weeks for the payment of goods, after same has been delivered; there is almost 100% delay in the purchase of materials, necessitated by this system; there is an inventory increase in the institutions from 20% to 100% in order that materials may be on hand. All of this can be fully understood when you refer to the typical examples listed under Exhibit II.

The Presidents all express themselves as unable because of the complexities of administration to tell definitely what these delays and increases within the system have cost additional for the state, but all of them agree that at least one extra clerk has had to be hired, and some state that more help than that had to be taken on. Great increases in the number of files and in records, necessitating more space at the institution, with all of these duplications in the various departments at Harrisburg.

In addition practically every transaction is subject not only to delay but to errors and substitutes to such extent that from 40% to 60% of the time of the college President is taken up to make satisfactory adjustments.

All of the Presidents who have expressed themselves are careful to state that they do not regard the unsatisfactory conditions as being due to the personnel of the Centralized Purchasing Agency, but absolutely to the system. All of us have had excellent co-operation from the men in the Department of Property and Supplies, but we firmly believe that the system is a failure.

Exhibit III.

November 29, 1932

The following paper transactions are necessary in every purchase made by a state institution through a central purchasing agency, the Department of Property & Supplies:

1. Purchase request made out by the head of the institution.
2. Request purchases to the Department of Property & Supplies, made out by the business office of the institution.
3. The order from the Department of Property & Supplies, a copy of which is returned to the institution.
4. Slip for the Receiving Clerk, made out by the business office.
5. Receiving slip from the Receiving Clerk showing delivery of goods.
6. Bills to be checked with receiving slip.
7. Invoice with two stamps on back, one of which has to be signed by the head of the department.
8. Vouchers have to be made out for these transactions.
9. Requisition for payment of bills, which has to go through the central Department at Harrisburg.
10. to After this request for payment has been approved,
14 vouchers must be copied in the books under the heads-
Voucher register, Operating account book, Classification accounts, Functions.
15. When checks are received from the Treasury Department, same have to be listed.
16. The vouchers listed under item 8 have to be filled out again with check number, department and warrant.
17. Check is then mailed to vendor.
18. All vouchers at time the check is to be mailed have to be signed by the head of the institution.

This is a total of 18 distinct transactions, each with several sub-transactions, and many of these transactions are made out on from four to seven copies, to be distributed and filed at the institution and among the several departments at Harrisburg, thus greatly increasing the clerical force and space for files.

In all probability there are twenty times as many transactions as were formerly required before central collecting and purchasing agencies became a part of the state law.

EXHIBIT II.

At this time the following institutions have submitted typical examples to me, as Chairman of the Committee:

Mansfield, Indiana, Edinboro, Kutztown, East Stroudsburg, Bloomsburg, Slippery Rock, Shippensburg, Lock Haven, Clarion. Edinboro and Kutztown have stated that they have made only small number of purchases and at this particular time have no unusual criticisms to offer. I wish you would personally read the examples of the other institutions, which examples show a wide range in all types of orders. You will recall that we asked for only five or six recent typical examples.

It is probable that the institutions which have not yet sent in their material will do so within a few days, and same will be at your command.

Mansfield State Teachers College

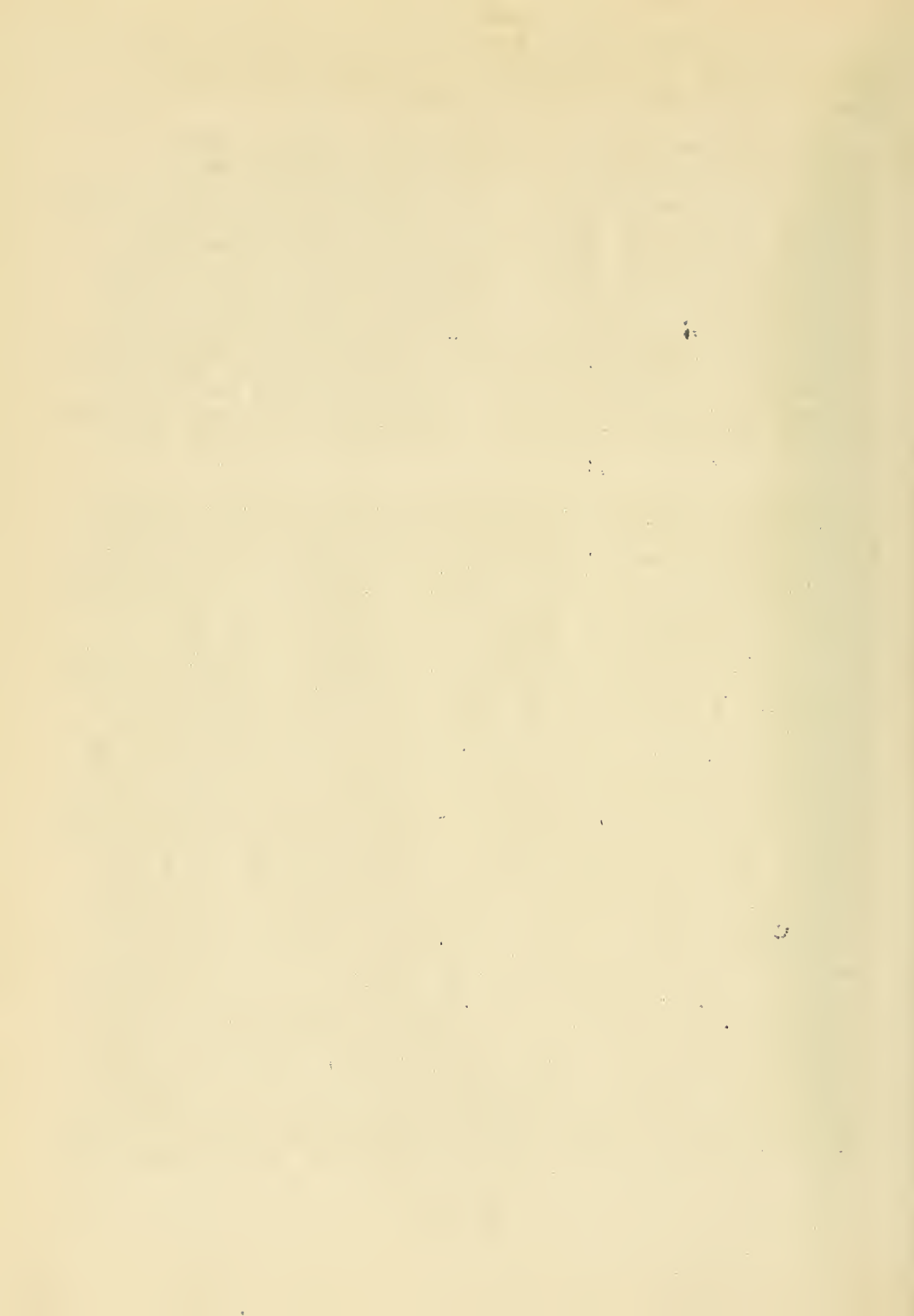
Examples of Unsatisfactory Centralized Purchasing

- I. Requisition A - 115,266 (dated August 1, 1932) - order placed by Harrisburg, August 16, on schedule for 100 steel book ends #163, requested from Gaylord Brothers of Syracuse who are a library supply house. We were careful to state that we must have just what we requisitioned in order to match these now in use in our library both as to size and color. Order was placed with Roberts and Meck on schedule for 100 steel book ends 2-28 B. These were received September 28, nearly two months after the requisition was submitted from Mansfield. Please note the extreme delay even in placing an order for something on schedule. When these book ends arrived they were found to be of very inferior quality, of smaller size, and of the wrong color. After correspondence on our part, we were instructed to return these, which we did on October 21. Return charges were 66¢, charged to the college. Order was then placed for the exact goods requested, it can come through in quick time. The entire transaction took exactly three months to secure a small library supply totalling \$14.95.
- II. Requisition A - 115,253 (dated August 1) was a list of books, juvenile type, to be furnished the college with reinforced bindings and buckram covers, to stand the hard wear from children. On the same date, requisition A-115,254, we likewise requested purchase of another list of books. We were careful to state in the first requisition just what we wanted as regards bindings, and covers, and likewise the second requisition which was a straight order for books entirely apart from the preceding requisition, did not call for any reinforced bindings or covers. These orders were filled by William Gable Company of Altoona, and when the books arrived, same were checked, but we did not know just what had happened to the orders until November 1 when the bill, approved by the Department of Property and Supplies, reached us. Then we noted that there was a considerable cost above our estimate. More careful checking, taking a great deal of time, together with correspondence, re-

vealed that William F. Gable Company had reinforced both book orders, instead of just the first requisition, which was not in accordance with our instructions and an unnecessary expense, making a total additional cost of \$105.00

III. Requisition A-115,177 (dated April 23) - order A-145039, filled by Cottorel Company of Harrisburg, called for three supplies used in filing. These items totalled \$4.00, apparently on the State scheduled list, approved by the Department of Property and Supplies. Prior to making out this requisition, which was sent through Harrisburg, we had requested quotation from Cottorel Company on these supplies, as we had in mind that we might purchase them under an emergency order, but not finding this necessary, we placed the requisition through Property and Supplies. The direct quotation given to us was \$3.44, but when the bill came through the Department of Property and Supplies it was for \$4.00, evidently showing the tendency of firms to increase the cost to take care of the long delay in payments that have to come through the State routine in centralized purchases. I personally have knowledge of many other such instances, especially in paints.

IV. Requisition A-115,172, order A-2901, as of last May. we found it necessary to purchase a new chlorinator for our water supply. The old chlorinator was liquid feed, and it proved unsatisfactory. I had my superintendent of grounds and buildings visit near by water supplies and investigate adequate types of chlorinators with the result that we requested the purchase of dry feed chlorinator as manufactured by Pardee Company. Bids were received by the Department of Property and Supplies and the quotations were sent to me for comment, showing Wallace and Tiernan low bidder on a dry feed at \$300.00; Pardee at \$362.50; Paradon Manufacturing Company at \$610.00. I recommended the purchase of the Pardee because of our personal knowledge of its satisfaction, but knowing nothing against the Wallace and Tiernan dry feed, I was willing to accept same as low bid, providing satisfaction could be guaranteed. The result was that Wallace and Tiernan, low bidder, sent us a chlorinator, which from the very first appeared to be not what we wanted. However, we did not have occasion to install this chlorinator until early in September and right from the very beginning it gave us trouble. The field representative of Wallace and Tiernan said it would not be satisfactory and he had repeatedly told us so; now we were finding this to be true within two weeks after installing of this chlorinator. We were instructed to send the compensator to the factory, which we did, and received a bill for \$50.00, along with an express charge which we had paid. I was surprised that there would be any charge to the compensator, and took up the matter with the company and with Property & Supplies, with the result that the charges were cancelled, statement being made that this was in error and we again relied on this chlorinator. Conditions did not improve. Practically every day this chlorinator has had to be adjusted, taking hours of the time of our engineer. Finally, Wallace and Tiernan have officially informed us that this chlorinator will never prove satisfactory for our purpose, offering to take this back at full allowance and offering to supply one of



their chlorinators at liquid feed at a much higher cost which they assure us will do the work. Because of the urgency of this matter, we have instructed Wallace and Tiernan to put on their best chlorinator. This is being done now to insure the health of our college body, and the matter is still awaiting adjustments through the Department of Property and Supplies. I do not know what the present status is or what the outcome will be. All I know is that the chlorinator which was supplied us was very unsatisfactory, very inadequate for our purpose, and dangerous to the health of our students and I am compelled to adopt drastic means to maintain the health of this institution. This is an example of the inability to deal directly and quickly with a firm when a matter is of the most urgent importance.

V. Requisition A-115,195-95 (dated April 21) for approximately \$700.00 worth of lumber much needed for repairs and construction that had to be made in the spring and early summer. We heard nothing from this requisition, and had no confirming order, so under date of June 20, I wrote to the Director of Purchases of the Department of Property and Supplies to hurry this along. Please note that two months had elapsed. Some time in July we apparently received the lumber furnished by the Lundy Lumber Company of Williamsport, accompanied by communication from the local railroad station that same was being held for us. This cost us \$25.00 for delivery from the station to the college, which should be borne in mind as part of the cost for lumber, aside from the long delay before this was made available for our use, namely three months. We could have purchased this lumber in very quick order from a lumber company located near Mansfield at no greater cost, and would have had it immediately. The result was that we had to buy some lumber in the meanwhile on an emergency order to make very urgent repairs.

VI. Printing

The printing work has not been satisfactory, at any time. The August quarterly printed by the State was indeed a very poor piece of work. The proof was not sent to me as requested, errors occurred in composition, and whole paragraphs were repeated at the beginning and at the end of the quarterly. This had to go out to hundreds of students in their homes as representative of the college, a shameful piece of work. At another time we placed an order for envelopes to be supplied with clasps. These were delivered to us without clasps as unusable.

VIII.

Whenever we place an order for hardware or miscellaneous items of construction, these items come to us from approximately all over the country, never from one firm. The result is that our receiving clerk cannot check them properly. We have had no confirming order showing where these come from, and frequently we receive goods undesignated, and much later find that this was intended for some other college or institution, yet it appears to be a part of our order. This same kind of confusion occurs in book orders although if all of these same things came into us at one time from the same firm, there would be only a slight

additional charge, if any, and we would be saved all the confusion and errors which subsequently arise, and the long delays in payment. Frequently, we receive goods and weeks and months elapse before we can secure the bill, with the result that commitments pile up and endanger our budget at the end of the year.

East Stroudsburg

Item I

Paint for Home Coming decorations which was observed Saturday, Nov. 12, 1932. Req. B-22871 forwarded to Harrisburg October 22 marked "Please Rush." Telephoned Harrisburg November 8 advising them that the material was needed at once. Confirmation received dated November 9, 1932. Roberts & Meck A-163422. Material not received to date.

Item II

Chemicals for class room purposes in the Laboratory of Science Department.
Req. B-22787-88 forwarded to Harrisburg August 1, 1932. Confirming Orders A-9884 and A-157790 dated September 8 and September 7 respectfully. Placed with Williams, Brown & Earle.
Part of order received October 26, 1932. Balance Nov. 21, 1932. The Science Department was greatly handicapped by the delay and it is a question in my mind whether they can really make up the loss of the time and instruction which the delay of the materials in the order caused these classes.

Item III

Req. B-22817 forwarded to Harrisburg August 1, 1932. Unfilled Dummies.
Harrisburg would not furnish article asked for and after considerable correspondence Confirming Order A-159154 dated September 23, 1932 was placed with Whipples Sporting Goods Company.
Material received October 1, 1932. Inferior quality thus making it necessary for the class instructors and the Football coaches to use individual men in their instruction by virtue of not having the dummies with which to work. Three injuries costing more than twice the purchase price of the dummies are directly traceable to the failure of prompt delivery on the order.

Item IV

Req. B-22838 forwarded to Harrisburg September 12, 1932. Two Rugs.
after considerable correspondence not only with Department of Property and Supplies, but with Wm. F. Gable Company, Confirming Orders A-12389 and A-163150 dated November 10 and November 15 respectfully, were placed with Wm. F. Gable.
For date rugs have not been received.

Item V

Req. B-3199 forwarded to Harrisburg May 14. 300 ft. Concrete Pipe.
Confirming Order A-5827 dated June 14, 1932 placed with Concrete Products Company of America.
Material of very poor quality received June 18. We received from Concrete Products Company of America, 300ft. of loose-grained concrete pipe without reinforcement, the walls of which ran from 1-1/8" to 1-5/8" thick, averaging about 1-3/8" thick; the inside diameter averaging 14-3/4". We are advised that the Stroudsburg Septic Tank Co. bid on the full dimensioned pipe as specified and reinforced, 200 ft. of which they had previously furnished for the same job.

Item VI

Req. B-22759 forwarded to Harrisburg July 1, 1932 for Dining Room China.
Harrisburg did not supply make of china desired and after considerable correspondence a Confirming Order A-7993 dated August 8 was placed with H. L. Hoechetetter Co.
One shipment of this order was received Sept. 19 and another Sept. 21.
There are two items still due on this order, Bakers and Sauce boats. We need both of these things badly.
At present we are having to use soup plates for some of our vegetables dishes due to the failure of these bakers to arrive and our Sauce boat situation is deplorable.

Purchase request dated September 19, 1932. Waxed paper.
Req. B-22841 was forwarded to Harrisburg September 19, 1932. Confirming Order A-160860 dated October 13, 1932. Placed with M. J. Earle.
After taking up the matter with M.J. Earle, the waxed paper was received November 15.

STATE TEACHERS COLLEGE
SHIPPENSBURG, PA.

Examples of Unsatisfactory Centralized Purchasing

- I. Requisition No. A-116909 forwarded to Department of Property and Supplies March 8, 1932. Property and Supplies' Purchase Order received March 16, 1932, covering one - 50 gallon Drum Linseed Oil, Pure, Raw, with Thompson and Company, Pittsburgh, Pa. This Linseed Oil was purchased to be used during summer in connection with painting work. Painters tried this oil and reported it as unsatisfactory. July 15, 1932, sample of oil was forwarded to the Department of Property and Supplies for testing. Receipt of this sample was acknowledged July 19, 1932 by Property and Supplies, with advice that test would be made and we would be notified as to result. August 3rd and October

26th, we wrote Property and Supplies inquiring as to result of test. November 5, 1932, we were advised that linseed oil furnished against above mentioned requisition and purchase order complied with Pennsylvania Specifications.

So far as we are concerned this linseed oil is a total loss. It is our experience in practically all cases when Property and Supplies purchase materials and supplies against Commonwealth of Pennsylvania or Federal Specifications or awards contracts to lowest bidder for such items, the College invariably received materials or supplies inferior in quality to that purchased when the College made purchases directly. This is especially true in regard to paint, varnishes, floor waxes, laundry supplies, janitor supplies, carbon paper, etc.

May 31, 1932, we forwarded Emergency Purchase Order to Mamolith Carbon Paint Company, Scranton, Pa. for 10 - 100lb. Kegs White Lead in Oil at \$7.25 per cwt., as per Contract No. 47-B, Commonwealth of Pennsylvania. We found this White Lead to be inferior in quality to that purchased directly by the college.

Requisition No. B-27442 was forwarded to Department of Property and Supplies November 1, 1932 covering 6 doz. Institutional Size, 26 oz. packages, Jello, in assorted flavors, as manufactured by Jello Company, LeRoy, N.Y. November 10, 1932, Department of Property and Supplies issued their Purchase Order No. A-12593, applying against this requisition to Wallace Burton and Davis Company, 422 West 17th Street, New York, N.Y., for 6 doz. Institutional Size Packages, 26 oz. net, Gelatin Type, Dessert, Type B, Schedule Item 25-165-B, at \$3.10 per doz. The Jello cost \$4.00 per doz. However, we find that it takes 78 oz. of Gelatin furnished by Wallace Burton and Davis Company to make same quantity of dessert as 44 oz. of Jello would make; an increase of 77% in quantity, and 30% in cost, over same item when purchased directly by the College.

Requisitions for library books and Purchase Orders for same placed with William F. Gable Company, Albion, Pa., against contract with Department of Property and Supplies.

| <u>Requisition No.</u> | <u>Date</u> | <u>Purchase Order</u> | <u>Date</u> |
|------------------------|---------------|-----------------------|------------------------------------|
| 117076 | July 12, 1932 | 155297 161936 | August 2, 1932 October 25, 1932 |
| 117077 | July 12, 1932 | 155301 162610 | August 2, 1932 October 31, 1932 |
| 117078 | July 12, 1932 | 155300 161946 | August 2, 1932 October 25, 1932 |
| 117087 | July 12, 1932 | 155299 161939 | August 2, 1932 October 25, 1932 |

| <u>Requisition No.</u> | <u>Date</u> | <u>Purchase Order</u> | <u>Date</u> |
|------------------------|--------------------|-----------------------|--------------------------------------|
| 117088 | July 12, 1932 | 7851 161934 | August 2, 1932 October 25, 1932 |
| 117089 | July 12, 1932 | 155298 161945 | August 2, 1932 October 25, 1932 |
| 117094 | July 12, 1932 | 155122 161960 | August 2, 1932 October 26, 1932 |
| 27252 | July 13, 1932 | 7852 | August 2, 1932 |
| 27283 | July 22, 1932 | 161814 | October 24, 1932 |
| 27363 | August 9, 1932 | 161813 162120 | October 22, 1932 October 29, 1932 |
| 27399 | September 21, 1932 | 162076 | October 29, 1932 |

Although it is now over four months since all but two requisitions listed were forwarded to Department of Property and Supplies, yet there are books to be delivered against each of these requisitions and orders.

Against orders listed, books were received during period August 10, 1932 to October 5, 1932. In many instances, books were received from publishers and jobbers without carrying requisition or purchase order reference, thereby necessitating our checking all purchase orders to make correct receiving memoranda.

Although Requisition No. B-27283 was forwarded to Department of Property and Supplies July 22, 1932, Purchase Order was not issued against this requisition until October 24, 1932, three months later. Two and one-half months elapsed between date of forwarding Requisition No. B-27363 and issuance of Purchase Orders.

From notations on Purchase Orders, we infer that Purchase Orders are made up from invoices forwarded by the contractor. In other words, it is our impression that contractor decides as to whether 15-2/3%, or 33-2/3% discount, or net prices are to apply.

| | <u>Amount</u> | <u>Terms</u> |
|--|---------------|---------------------|
| Requisition No. A-117002 - Purchase Order No. 7467 | \$220.25 | 10% Cash 30 days |
| Requisition No. A-117000 - Purchase Order No. 150665 | 394.80 | 9% Cash 30 days |

Due to delay in receipt of opinion reference Federal Tax from Department of Justice, invoices were held in Accounting Office, Department of Property and Supplies, over discount period. We were, therefore, unable to save \$57.55 in discount for cash in thirty days.

STATE TEACHERS COLLEGE, LOCK HAVEN, PA.
DISADVANTAGES OF CENTRALIZED PURCHASING FOR
STATE TEACHERS COLLEGES

August 8, 1932.

I

I. ELEMENT OF TIME

Question 1. How many days elapsed between the date of the Requisition and the delivery of shipment?

Cases cited in Answer:

Answer 1. FEED APRON RIBBONS FOR FL.T IRONER
Requisition #44912 - July 23, 1931
Order No. 94627 - Dec. 8, 1931
Received - June 3, 1932
Days elapsed between date of Requisition
and delivery of shipment - 316 days.

Question 2. How many days elapsed between the date of delivery of shipment and payment of the account?

Answer 2. Time elapsed between date of delivery of shipment and payment of the account - 26 days.

Considerable correspondence was entered into with Property and Supplies because substitutions were made which had to be returned and finally reordered which caused us considerable inconvenience in the operation of our laundry.

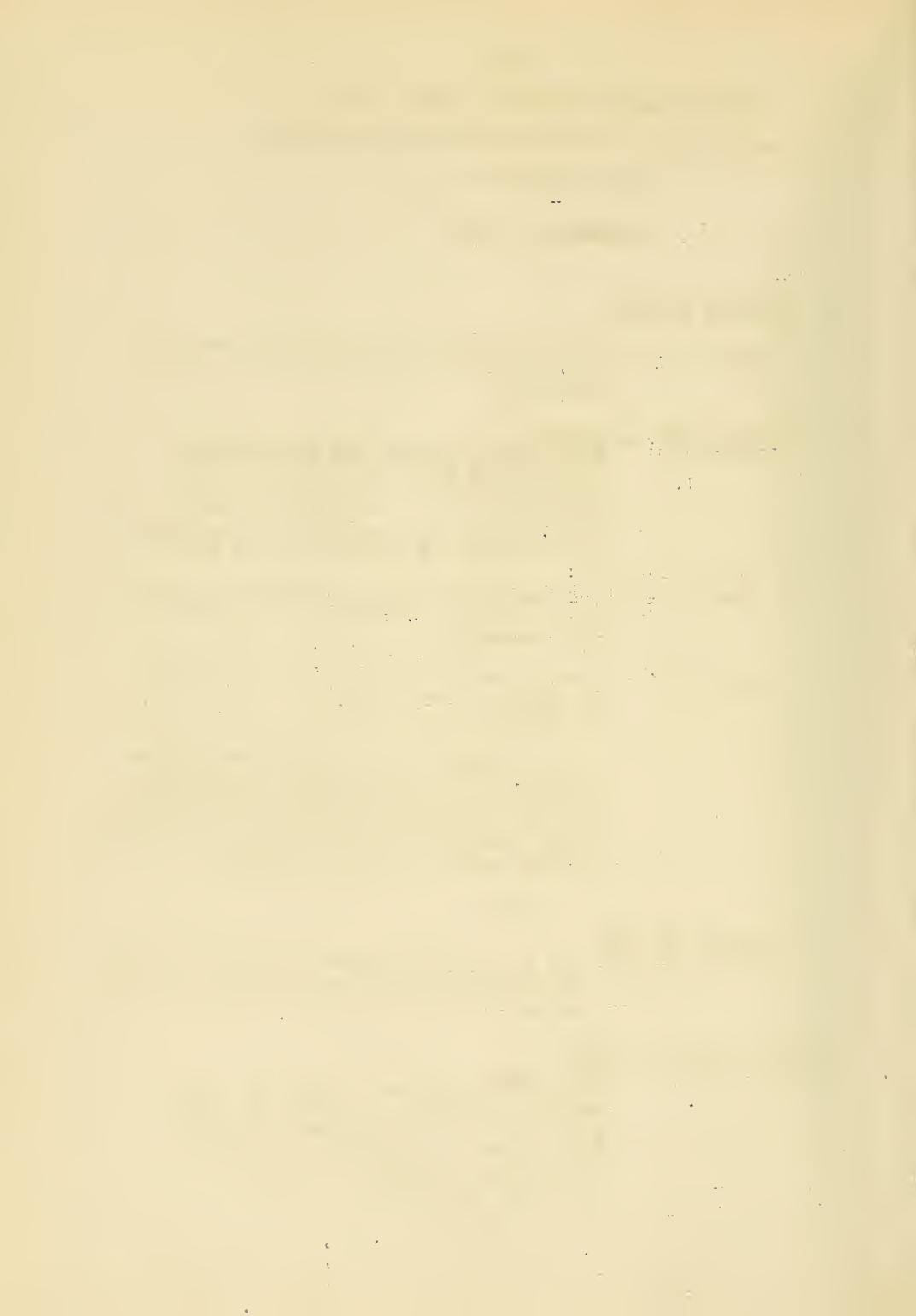
II

1. ELEMENT OF TIME

Question 1. How many days elapsed between the date of the Requisition and the delivery of shipment?

Cases cited in Answer:

Answer 1. DISH MITS
Requisition #44934 - Aug. 31, 1931
Order No. 90058 - Oct. 29, 1931
Received - June 4, 1932
Days elapsed between date of Requisition and delivery of shipment -- 278 days.



Question 2. How many days elapsed between the date of delivery of shipment and payment of the account?

Answer 2. Time elapsed between date of delivery of shipment and payment of the account - 44 days.

This requisition covered some Dekko dish mats which are used in our Art Department and were requisitioned so that they would be here for our Fall 1931 term and even though a sample was furnished a substitution was made which could not be used at all and had to be returned and considerable correspondence entered into. By the time delivery was made our school year was ended and because of the delay our Art Department has to rearrange some of their work.

III.

1. Element of Time

Question 1. How many days elapsed between the date of the Requisition and the delivery of shipment?

Cases cited in Answer:

Answer 1. THREE COMPARTMENT STEAM COOKER
Requisition #120141 - April 25, 1932
Order No. 7526 - July 18, 1932
Received - Aug. 3, 1932
Days elapsed between date of Requisition and delivery of shipment -- 100 days.

Question 2. How many days elapsed between the date of delivery and payment of the account?

Answer 2. Invoice not received to date.

We are satisfied that if this steam cooker could have been ordered direct by the College, delivery would have been made within three weeks from the time the order was placed.

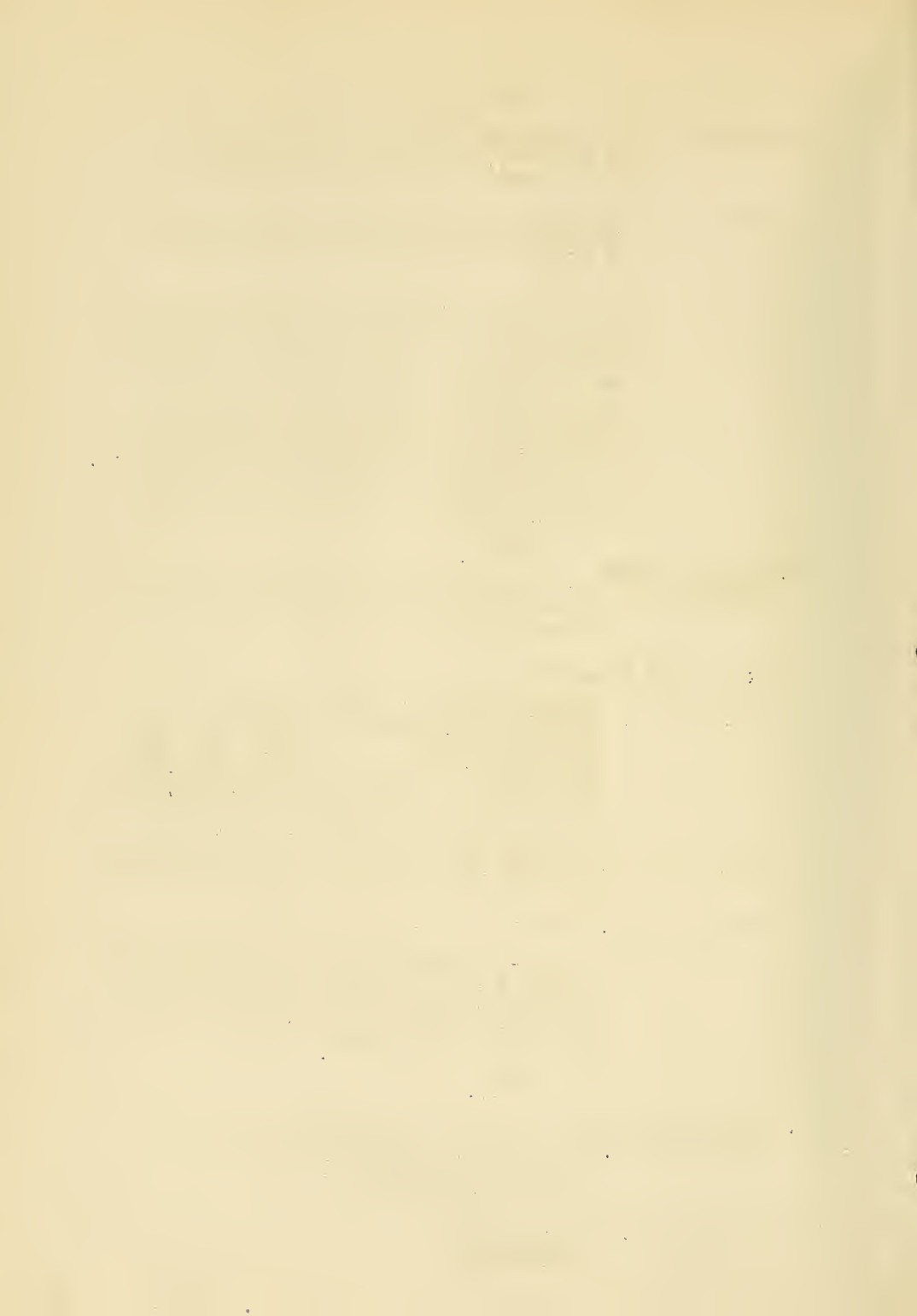
IV.

1. ELEMENT OF TIME

Question 1. How many days elapsed between the date of the Requisition and the delivery of shipment?

Cases cited in Answer:

Question 1. HORSERADISH



Requisition #119933 - Oct. 31, 1931
Order No. 98900 - Jan. 20, 1932
Received - Jan. 27, 1932
Days elapsed between date of Requisition
and delivery of shipment - 88 days.

Question 2. How many days elapsed between the date of delivery of shipment and payment of the account?

Answer 2. Time elapsed between date of delivery of shipment and payment of the account - 55 days.

This requisition covers an item of food used in our student dining room which our dietitian desired immediate delivery on and which if ordered by the college direct would have been delivered in ten days.

V.

1. ELEMENT OF TIME

Question 1. How many days elapsed between the date of the Requisition and the delivery of shipment?

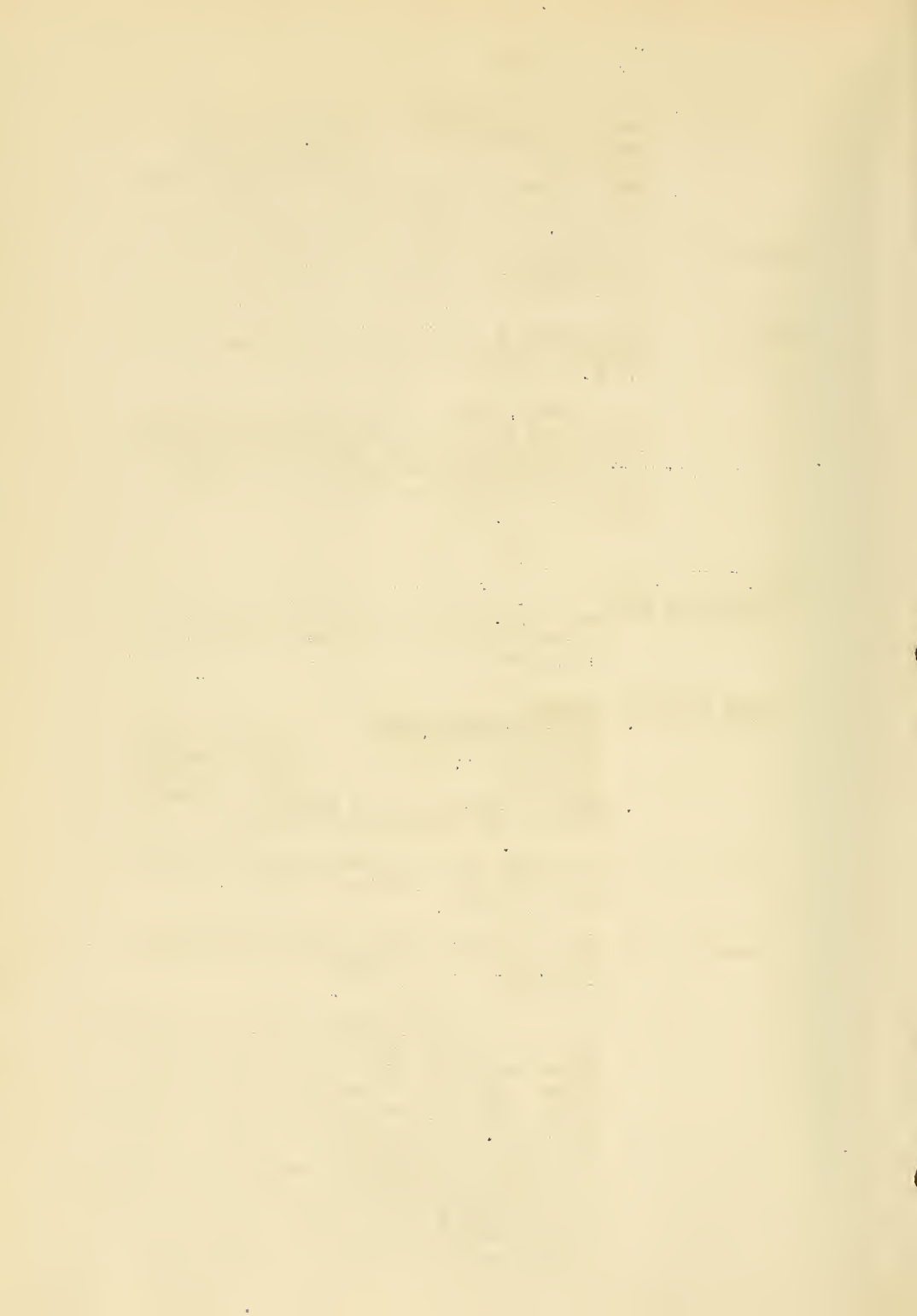
Cases cited in Answer:

Answer 1. HEINZ TOMATO JUICE
Requisition #120039 - April 6, 1932
Order No. 146621 - April 28, 1932
Received - May 4, 1932
Days elapsed between the date of Requisition and delivery of shipment - 28 days.

Question 2. How many days elapsed between the date of delivery of shipment and payment of the account?

Answer 2. Time elapsed between date of delivery of shipment and payment of the account - 34 days.

The Heinz Tomato Juice, prepared with seasoning and the necessary ingredients ready to serve and specified on this requisition was desired by our dietitian. After some correspondence with the Department of Property and Supplies and telephone conversation, we were induced to accept a substitute which required our dietitian to prepare by adding seasoning and flavoring before she could use it which added to the cost of the item not saying anything about the delay in the delivery.



VI.

1. ELEMENT OF TIME

Question 1. How many days elapsed between the date of the Requisition and the delivery of shipment?

Cases cited in Answer:

| | | | |
|--------|----|--------------------------------------|-----------------|
| Answer | 1. | <u>LUMBER FOR LIBRARY BOOK CASES</u> | |
| | | Requisition #17796 | - July 12, 1932 |
| | | Order No. 154710 | - July 29, 1932 |
| | | Received | - ----- |

Question 2. How many days elapsed between the date of delivery of shipment and payment of the account?

Answer 2. Time elapsed between date of delivery of shipment and payment of the account - Goods never received.

Our Librarian requested that some book cases be made immediately for the purpose of taking care of some excess books which she had no shelve room. This requisition was placed immediately for delivery at once, lumber suitable for this purpose. Delivery was made several days ago of the lumber which it was necessary to refuse on account of not being up to the quality specified. Up to the present time we do not have the lumber and we are satisfied with the fact that this transaction could have been handled at the College. The lumber could have been received satisfactorily, book cases completed without all this delay at no greater cost.

VII.

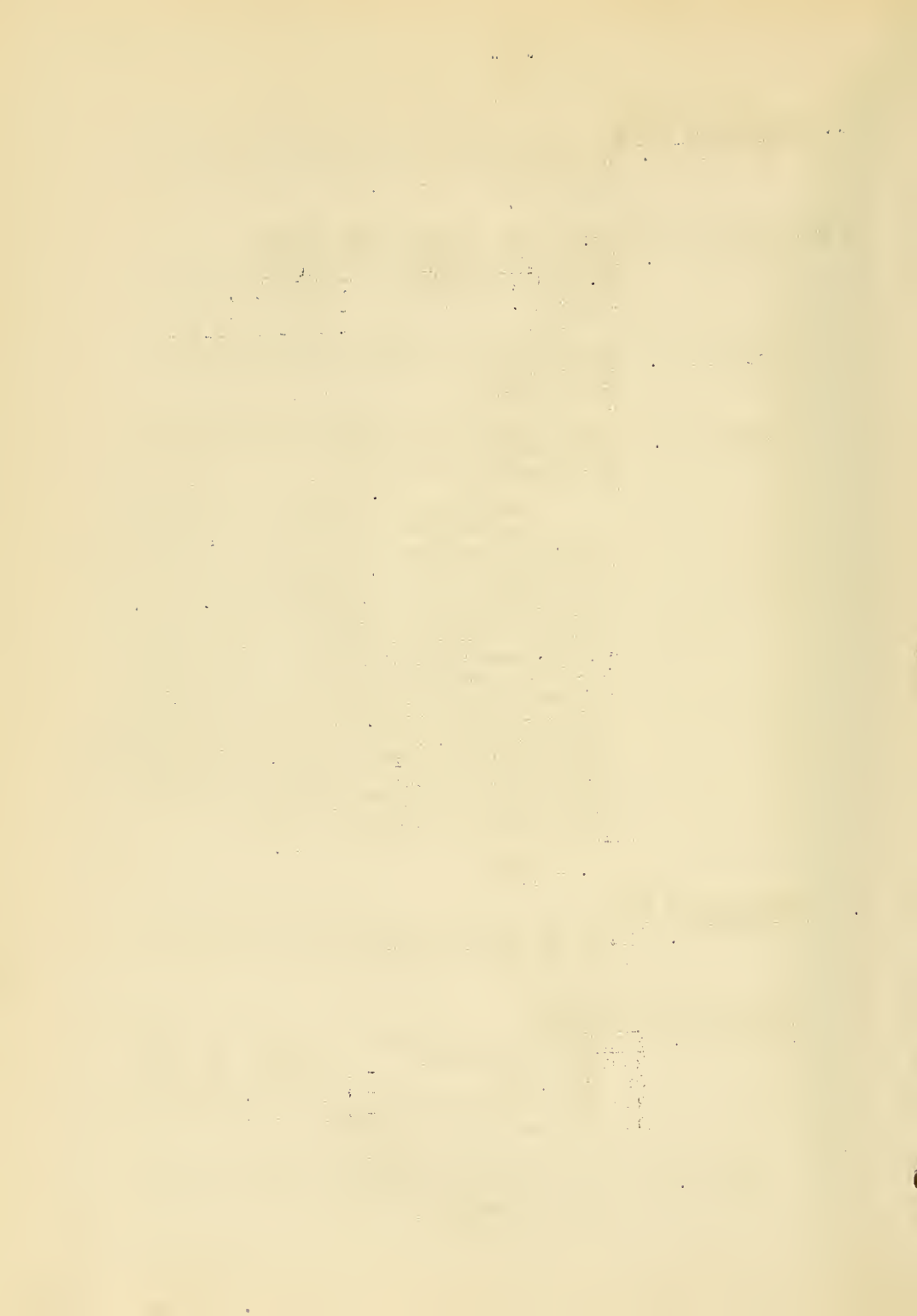
1. ELEMENT OF TIME

Question 1. How many days elapsed between the date of the Requisition and the delivery of shipment?

Cases cited in Answer:

| | | | |
|--------|----|---|------------------|
| Answer | 1. | <u>PAINT</u> | |
| | | Requisition #120132 | - April 30, 1932 |
| | | Order No. 2969 | - May 16, 1932 |
| | | Received | - May 25, 1932 |
| | | Days elapsed between date of Requisition and delivery of shipment | - 25 days. |

Question 2. How many days elapsed between the date of delivery of shipment and payment of the account?



- Answer 2. Time elapsed between date of delivery of shipment and payment of account -- 45 days.

The material of this requisition was needed to paint the exterior of our buildings and on account of the delay in securing the material it was necessary for us to place several Emergency Orders for a sufficient amount to keep the men working on this project. It was also necessary to telephone several times to the Department of Property & Supplies regarding this requisition before the material was finally received. We are satisfied that this order could have been placed direct by the college and we could have had the material delivered promptly so this work could have continued effectively without the inconvenience and additional expense.

SLIPPERY ROCK STATE TEACHERS COLLEGE

EXAMPLES OF UNSATISFACTORY CENTRALIZED PURCHASING

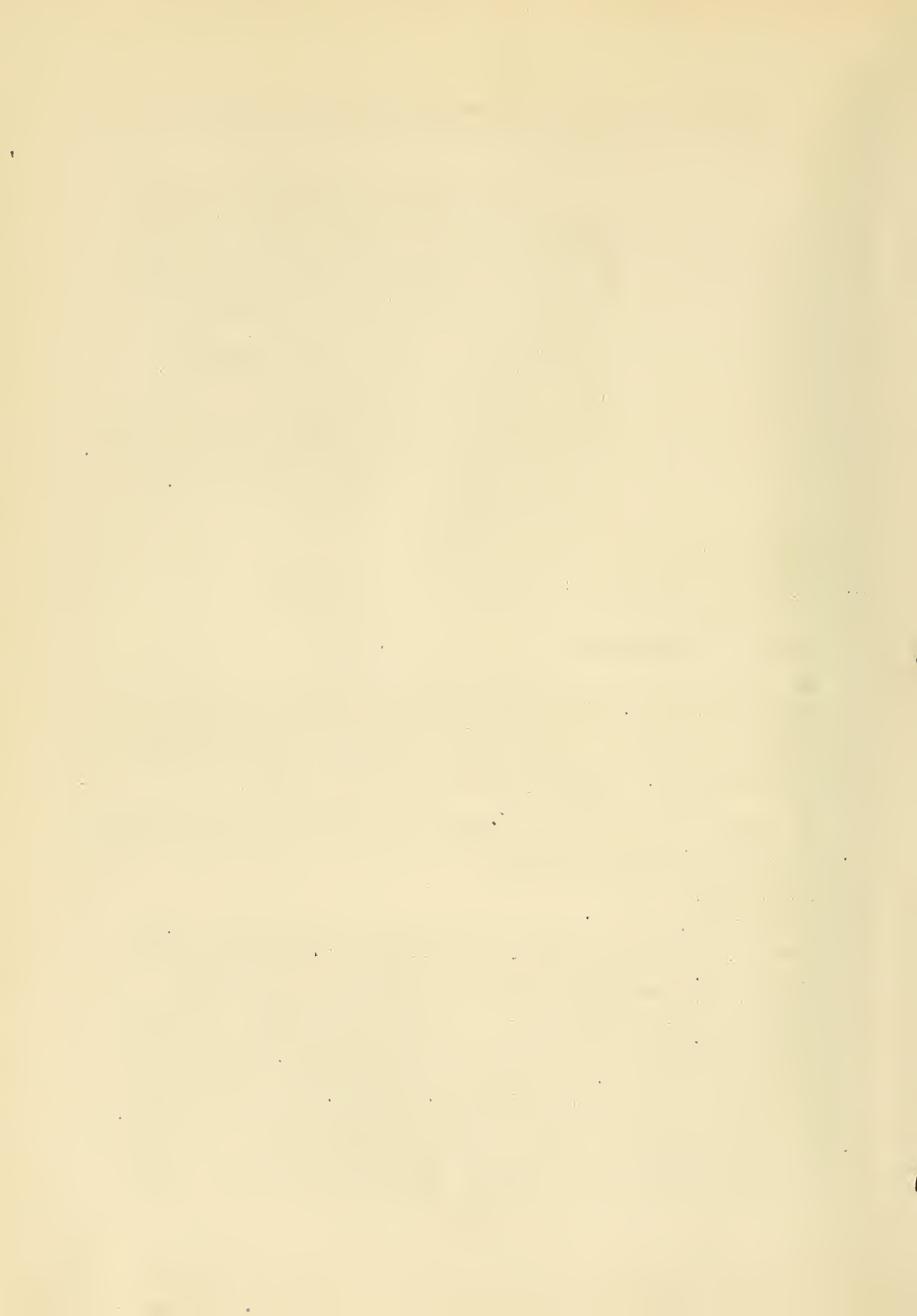
A. Binding of Magazines:

On July 7, 1931, we requested Bureau of Publications to advise us how to proceed with binding. August 10, they replied, instructing us to make shipment to Harrisburg. This was done promptly. The completed shipment was returned to us May 10, 1932. We were without use of these for reference work during the entire 1931 - 32 college year.

On August 22, 1932, we requested information as to procedure for this year's binding. On November 19, 1932, we are without shipping instructions.

B. Text Books:

August 15, 1932, we placed requisition B 24844 for three lots of text books. Requisition was marked "Harper & Bro., Publishers" and "Text books for resale in book room". Order A 157348 was placed with William E. Gable Company, August 26. On September 10, we wrote Department of Property and Supplies, protesting non-delivery and questioning wisdom of placing order for text books with other than publisher. September 14, 1932, cancellation of this order was issued. Telephone call on September 26, 1932 secured promise of action. Text books were received on direct shipment from publisher, September 30, 1932. Three sections of Freshmen classes were without text books for three weeks.



C. Textiles:

Requisition A 85513, July 29, 1931 included pillow cases, sheets, cheese cloth and O.N.T. thread. Orders indicated bids were received August 25 and 26 but orders were not placed until September 18 and 23, O.N.T. cotton thread being the last order placed. Letters of protest were mailed on September 1 and 15.

D. PAINT:

Requisition B 27465 for iron paint and roof cement was placed July 19, 1932. The requisition carried notation "Products of Tropical Paint & Oil Company are designated and preferred without substitution if it does not cause too long delay to secure".

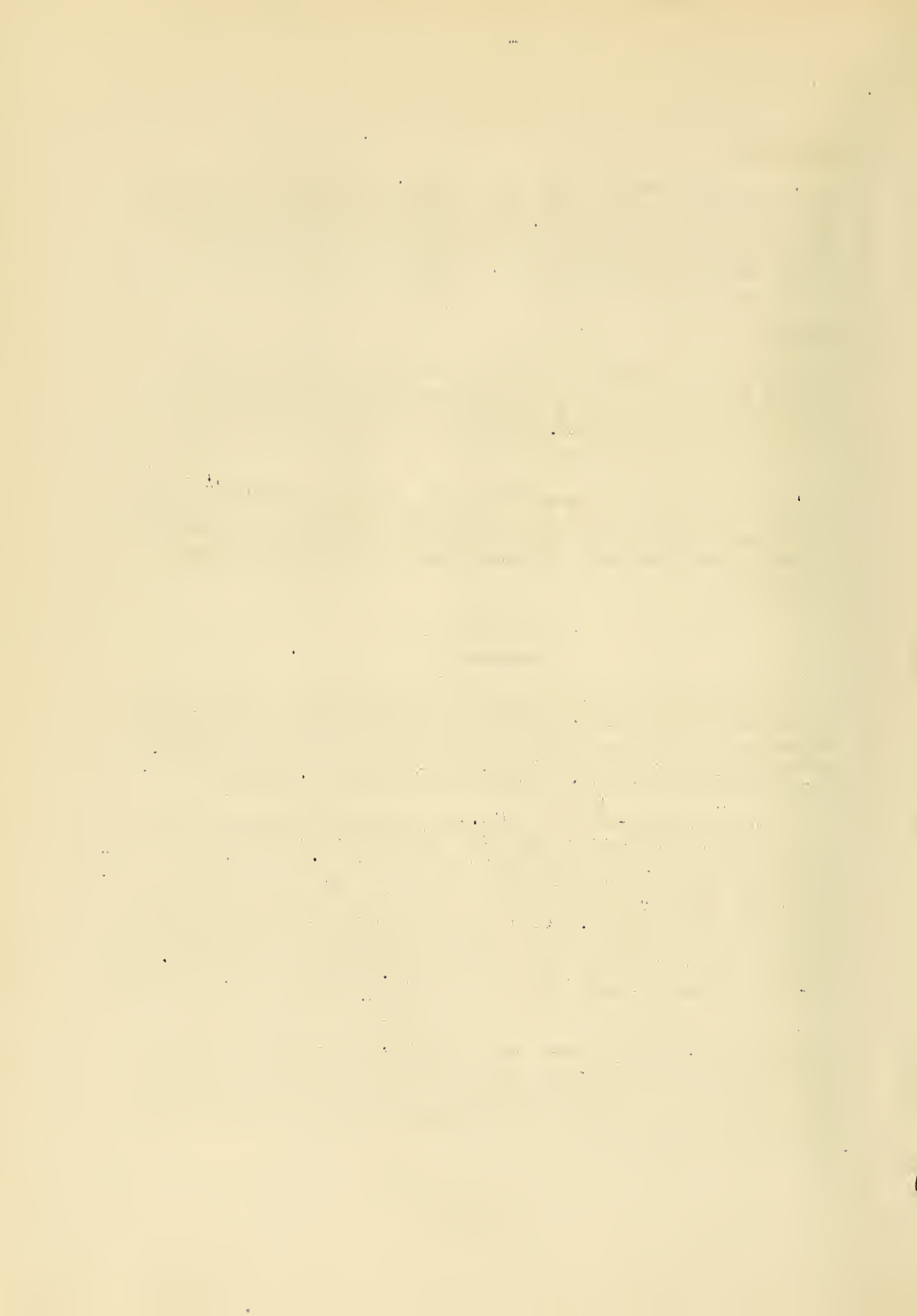
Letters were written August 15 and 30 and telephone calls placed September 1 and 2. Order was issued for material as requested September 2 and material received September 7, allowing but one week for painting before the opening of college.

Bloomsburg

The following statement indicates recent purchasing situations which have not been satisfactory. It is obvious of course that this type of adjustment increases personnel as well as requiring a relatively larger amount of time from employes for this service than seems advisable.

(1) On October 14, 1932 we placed Requisition No. B-39008 for 24 1-gal. cans Flat Wall Paint. On this requisition we stated that the last lot we received was from the Sherwin-Williams Co., that it was very satisfactory and that we preferred to have this kind. The item is one which should appear on any Paint Schedule. Our records indicate that no order has yet been received from Harrisburg, even though more than five weeks have passed since our requisition was filed. Of course no goods have been received.

(2) On October 11, 1932 we filed Requisition No. B-39006 for 16 Pint Jars of Hellman's mayonnaise. This material was not ordered by the Department until October 29, 1932 and even though we have written at least once to the vendor, a New York City Company, we have not yet received the material.



(3) On November 8, 1932 we filed Requisition No. B-39021 for 1 bbl. Armour & Co. Light House Washing Powder #794 to be used in our kitchen. No order has as yet been placed by the Department covering this material. Ordinarily within 3 days we could easily have the material delivered to the institution by truck from Nanticoke by placing an order in the mail in the regular form. On the other hand by ordering on telephone and reversing the charges, which we have always been privileged to do, the goods could be ordered one day and their truck would deliver not later than the next.

(4) On August 16, 1932 we placed Requisition No. B-9705 for 3 Roller Mop Buckets with the request that no substitution be made. On September 7, 1932 order was placed for 3 Roller Mop Buckets which were received September 24, 1932. The Buckets, however, were not at all the buckets which we desired and the matter was taken up with the Department, the buckets returned to the vendor, and another order was placed on November 4, 1932 and the buckets received on November 9 are still not what are desired, and our last letter concerning the matter, written to the Purchasing Agent under date of November 10, 1932, has not been replied to.

(5) On May 13, 1932 we placed Requisition No. B-9643 for approximately 400 ft. of Water Pipe, Valves, Ells, etc. After considerable correspondence and at least one visit to the Department, etc., an order was finally placed by them on July 25, 1932 and the goods were delivered on August 1, 5, and 6.

(6) On July 25, 1932 we placed Requisition No. B-9696 for 36 gallons of Flat Wall Paint. This was not ordered by the Department until August 17, 1932 and delivery was not effected until September 6, 1932.

(7) On April 26, 1932 we filed Requisition No. B-9615 for 1 dozen floor brushes, specifying the exact type which we desired. These were not ordered until May 31, 1932 and were delivered to the College on June 8, 1932.

(8) On October 7, 1932 we filed Requisition No. B-39005 for Gregg Stenographer Notebooks. On October 18, 1932 order was placed for Stenographer Notebooks and when these were received on October 29, 1932 they were found to be unsatisfactory since they were not Gregg Notebooks. The matter was taken up with the Department and in a reply dated November 14, 1932 we were advised that they were sorry for the delay and also the substitution on the Notebooks as they were only able to locate the requisition on that day and they would do all in their power to rush shipment on the Stenographer Notebooks No. 27189 requested on our requisition. Notwithstanding this statement no delivery has yet been received nor has a copy of the order been received in our office. We are also asked to return at our expense the books which were delivered on the first order and which were not satisfactory.



State Teachers College, Clarion, Pennsylvania

Examples of Unsatisfactory Centralized Purchasing.

Purchase request was made May 27, 1932 for 150 yds. Towling 5 doz. Cotton Table Linens. The order was placed August 2, 1932 to N. W. Baker Linen Company, New York. Goods have not been received at this time. Request B3380 over #155276.

STATE TEACHERS COLLEGE
West Chester, Pa.

Case No. 1

Commodity:-20 mattresses

| Date of req'n | No. of req'n. | Date of order | Order Number | Vendor | Delivery Date |
|---------------|---------------|---------------|--------------|---|--------------------------------|
| 1/22/30 | A-38141 | 3/21/30 | A-37823 | Honorbilt Products Co. 127 Catherine Street Philadelphia, Pa. | On or about Apr. 8, 1930 |

REMARKS

Under date of January 22, 1930, we sent requisition A-38141 to the Bureau of Standards and Purchases ordering 20 mattresses 3 feet wide. On the 21st of March, order A-37823 was given to the Honorbilt Products Co. as follows:-

20 mattresses 3 ft. 3 inches by 6 ft. 4 inches

In other words, the mattresses as ordered were not according to our specifications.

Finally after considerable correspondence between our office and the Bureau of Standards and Purchases, we succeeded in getting the Honorbilt Products Co. to make the mattresses three (3) inches narrower at an additional cost of \$2.00 per mattress, or \$36.00 for the 20 mattresses. The order covering this work was issued by us January 5, 1932; from this you will see that we were without the use of these mattresses from April of 1930 until January of 1932. The original cost of the mattresses was \$6.98 each, or \$139.60 for the lot; this added to the additional charge of \$36.00 makes the total cost of the 20 mattresses \$175.60.

We could have bought these mattresses direct and had them delivered within three days, and if there had been any error in the order, it could have been corrected without additional cost.

We had these mattresses a year and a half before we could obtain any directions from the Bureau of Standards and Purchases as to their disposition. Finally we were told that we could have them made narrower, as per the above statement.

The reason these mattresses were rejected in the first place was because our beds are 3 feet in width, whereas the mattresses were three inches too wide.

STATE TEACHERS COLLEGE
West Chester, Pa.

Case No. 2

Commodity: -MOTION PICTURE SYSTEM
Case No. 2

| Date of Req'n. | No. of Req'n. | Date of Order | Vendor | Delivery Date |
|----------------|---------------|---------------|--|---------------|
| 4/27/31 | B-52951 | 6/5/31 | M. Schwartz and Son 1527 Vine Street Philadelphia, Pa. | About 9/11/31 |

COST - \$1915.00 (paid December 3, 1931, state check # 154873)

REMARKS

We specified the Western Electric SVA Sound System. Instead, the order was given to the lowest bidder, namely, H. Schwartz and Son, Philadelphia, now out of business.

This apparatus was bought contrary to our best judgment, we feeling that both the firm and the apparatus would not give us satisfaction. We have found this to be true, and we have to tinker with the machine practically all the time in order to get any kind of service from it. Finally we had to secure the services of a couple of relatives of one of our students (from the coal regions); these men came here and put the machine in working order, making no charge whatever for their work.

The sound equipment is not satisfactory, and since the firm above mentioned has gone out of business, it will be impossible for us to obtain repair parts.

Case No. 3

Commodity - 3 Art Display Cases

| Date of Req'n. | No. of Req'n. | Order Number | Vendor | Delivery Date |
|----------------|---------------|--------------|--|----------------|
| 5/12/31 | A-92839 | A-109720 | Hughes-Ogilvie Company 938 Penn Avenue Pittsburgh, Pa. | April 15, 1932 |

REMARKS

Under date of May 12, 1931, we sent requisition A-92839 to the Bureau of Standards and Purchases, calling for three (3) art display cases, specifications in detail on requisition, and with the request that purchase be made from the Kewanee Mfg. Co., Adrian, Wisconsin, out contrary to our request the order was given to the Hughes-Ogilvie Co. of Pittsburgh, May 29, 1931.

Thru' an error made in the Bureau of Standards and Purchases the order as given to the firm named mentioned the trays to be 24" deep instead of 23" in depth, as per our specifications. As a result, considerable trouble ensued, and in order to give us the 23" deep trays as requested, the Hughes-Ogilvie Company requested an additional charge of \$45. per case. Finally, we obtained the cases, according to our specifications, by paying an additional charge of \$35. per case, or a total additional charge of \$105.00, for the three cases, which added to the original price on the order, i.e. \$567.95, made the cases cost us delivered here \$472.95.

If we had been purchasing direct, the vendor would have known exactly what we wanted, and would have been sure of the measurements before proceeding with the order - and we would not have been compelled to pay an additional charge of \$105.00, neither would we have had to wait eleven (11) months for delivery of the cases.

Case No. 4 Commodity - Electric Score-board

| Date of Req'n. | No. of Req'n | Date of order | Order Number | Vendor | Delivery Date |
|----------------|--------------|---------------|--------------|---|---------------|
| 5/12/31 | A-92854 | 5/29/31 | A077262 | Whipple Electric score-board Co. Originally Brookings, South Dakota, now Los Angeles, Calif. | 10/8/31 |

REMARKS

Not hearing from the above order, we sent a telegram to the Whipple Electric Scoreboard Co. at the address given on the order, i.e. Brookings, South Dakota, and received information from the Western Union Telegraph Co. that the firm named had gone out of business and "owner gone to California." We then wrote to the Department of Property and Supplies, Harrisburg, giving them this information and cancelling the order. Later, we asked them what they could do towards securing an electric scoreboard for us. In reply to this inquiry, we were advised that the Whipple Company were still doing business in California, and that the order would be filled as originally given.

The Scoreboard was finally received here October 8, 1931, practically five months after order was placed by us.

Case No. 5 Commodity - 36 Folding-beds

| Date of Req'n | No. of Order | Date of Order | Order Number | Vendor | Delivery Date |
|---------------|--------------|---------------|--------------|------------------|---------------|
| 5/10/32 | A-106792 | 8/13/32 | A-8663 | Wm. F. Gable Co. | 10/18/32 |

REMARKS

Our requisition was sent to Harrisburg May 10, 1932. After more or less delay at Harrisburg, the order was finally given to the Gable Co. - three months after date of our requisition. These beds were needed for the opening of college, September 12, in order to replace beds that were worn out.

Delivery of the beds was not made until October 18, or five months after date of our requisition, and then the beds were not in accordance with our specifications.

Case No. 6

Commodity: 50 "Neva-Slip" ceiling fixtures

| <u>Date of Req'n</u> | <u>No. of Req'n</u> | <u>Date of Order</u> | <u>Order Number</u> | <u>Vendor</u> | <u>Delivery Date</u> |
|----------------------|---------------------|----------------------|---------------------|---|----------------------|
| 9/30/32 | B-15949 | 1-/25/32 | A-161453 | C. A. Markley Elec. Co. Harrisburg, Penna. | 11/18/32 |

REMARKS

On recommendation of the Department of Property and Supplies, at Harrisburg, we sent req'n A-106784, dated May 2, to the Bureau of Standards and Purchases calling for 410 "Neva-Slip" lighting fixtures, as follows:-

- 130 "Neva Slip" fixtures, without chain
- 280 " " " " with chain

After a great deal of correspondence and communication by telephone, and personal visits, the Department of Property and Supplies issued order A-7701, July 26, 1932, in favor of C. A. Markley Electric Co., Harrisburg. The fixtures were not received until August 13, entirely too late for installation prior to the opening of college, September 12. Contrary to our policy, while women students are in their rooms, we were compelled to have these lighting fixtures installed.

Finding that we needed additional fixtures, we sent req'n. B-15949 to Harrisburg, September 30. The order was given to C. A. Markley Electric Co., under date of October 25. Copy of order was received by us October 26. In the meantime, we found that the fixtures purchased on req'n A-106784, were causing a great deal of complaint, and that they were not at all satisfactory, even though we had the word of the Department of Property and Supplies that they were the type of fixtures we should buy, even though "Holophone" was the type of fixture we wanted. This type of "Holophone" fixture is somewhat more expensive, but we were told by lighting engineers that in the end they would prove more economical. It was intimated to us that the "Holophone" fixtures could not be purchased thru' the Department at Harrisburg. Consequently, on the 28th of October, we wired the Department at Harrisburg to have the shipment stopped (Req'n B-15949). November 6th we received a letter which was dated November 5th, reading as follows:-

"In response to your telegram of October 26, we immediately got in touch with the C. W. Markley Electric Co., instructing them to cancel shipment of the above order covering 50 "Nova Slip" light-olier ceiling fixtures, but were unsuccessful as the vendor had already made shipment. You have no doubt, received the same by this time. We will greatly appreciate your giving us detailed report of your complaint against the fixtures, which you stated in your letter of October 28 were unsatisfactory. Very truly yours, (Signed) Fred H. Mason. (Initials H.M.B.)"

However, the B/L covering the shipment was dated November 1st, or 4 days after our telegram was sent. If the Markley Co. had been notified immediately following receipt of our telegram, they could not possibly have shipped the fixtures November 1st, without first hearing from Harrisburg. I wrote to the Department of Property and Supplies, attention of Mr. Mason, under date of November 9, but at this writing, November 28th, I have not had a reply. This is another illustration of how indirect purchasing works to the disadvantage of institutions remote from Harrisburg.

Case No. 7 Commodity-36 couches (single beds)

| Date of req'n | No. of Req'n | Date of order | Order Number | Vendor | Delivery Date |
|------------------|-----------------|------------------|-----------------|--------------------|------------------------------|
| 7/22/20 | A-9663 | 8/16/29 | A-8023 | Plimton-Seefeld Co | On or about Sept. 15, '29 |

Under date of July 22, 1929, we sent requisition A-9663 to the Bureau of Standards and Purchases, calling for "3 dozen special college couches 3' 0" (36 inches in width). The order, A-8023, was given to the above named firm August 16, 1929, and specified couches 30" instead of 36" as listed on our requisition.

The size specified on our requisition, 3' 0", is the standard size for all single beds used in this college. The beds were delivered, and after much correspondence, many telephone calls, and even visits to the Bureau of Standards and Purchases at Harrisburg, with a view of obtaining permission to return the couches, or beds, and getting in their place beds of the size specified, the Plimton-Seefeld Co., to whom the order was given, would make no adjustment because the beds furnished by them were exactly according to the order sent to them from Harrisburg.

Later, we were told that perhaps they could be disposed of at some other institution. However, we still have these beds, and they are not satisfactory.

The cost of these beds, according to order and invoice on file, is \$315.00.

We could have purchased these beds direct at as low a price, if not lower and could have them delivered within ten days, because in making such a purchase the college would have requested quotations from two or three reputable firms. There is no reason why a bed could not be bought that would give us entire satisfaction.

Case No. 8

Commodity - Books for Library

| <u>Date of Req'n</u> | <u>No. of Rec'n.</u> | <u>Date of Order</u> | <u>Order No.</u> | <u>Vendor</u> | <u>Delivery Date</u> |
|----------------------|----------------------|----------------------|------------------|------------------|---------------------------------------|
| 11/1/32 | B-16010 | ? | ? | Wm. F. Gable Co. | Started coming in about Nov. 29, 1932 |

REMARKS

Under date of November 1, 1932, we sent requisition B-16010 to the Bureau of Standards and Purchases, Harrisburg, ordering books amounting to approximately \$950.00 for use in our library.

At this date (December 7) we have not received an order from Harrisburg showing to whom the order has been given, although we have learned that the books are being supplied by the above mentioned firm.

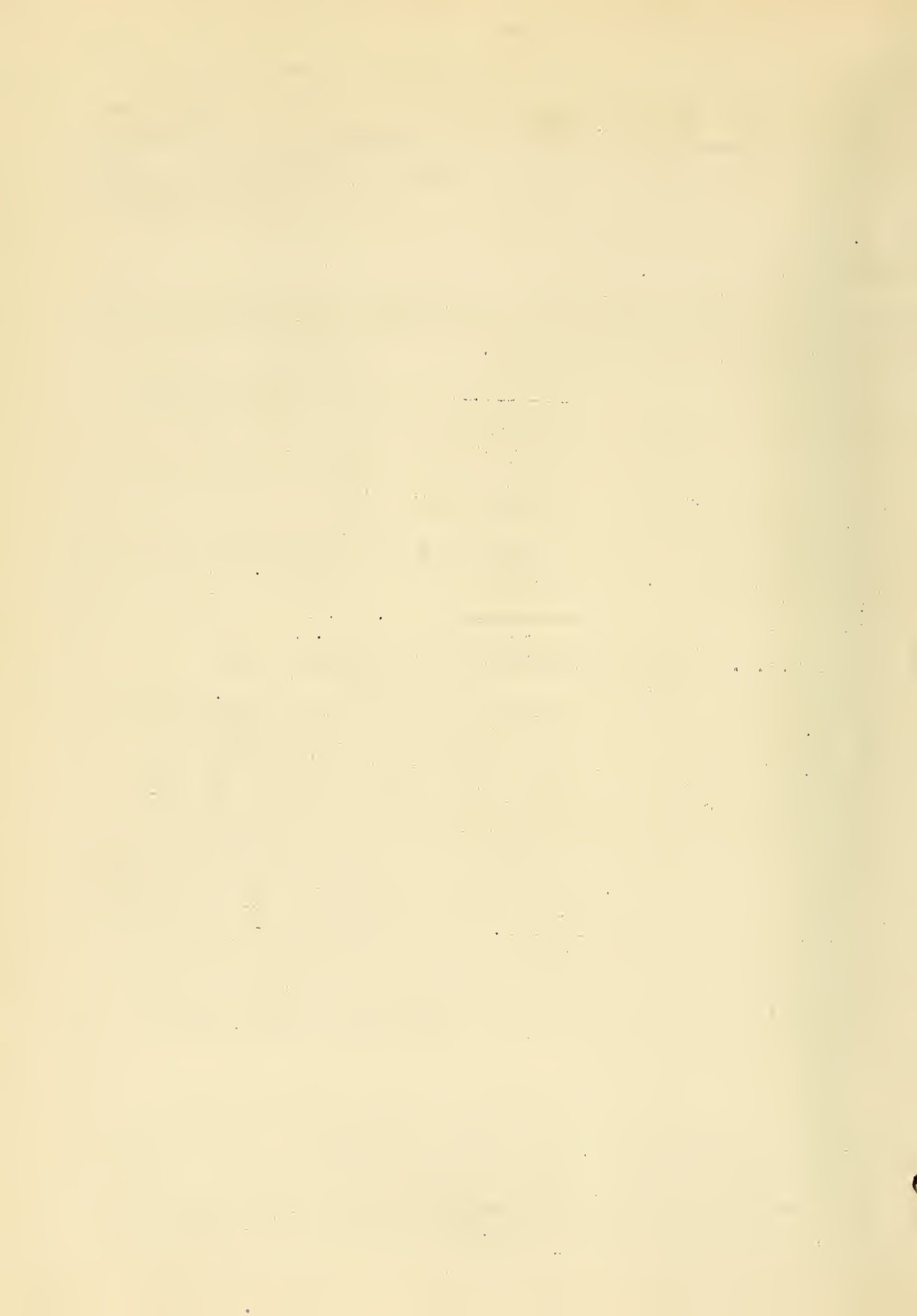
Since we are without this order, it is impossible to check the receipt of the books, find out their cost, etc.

Consequently, there will be a delay in passing for payment the bills of the firm furnishing these books.

California State Teachers College
Examples of Unsatisfactory Centralized Purchasing

1. Requisition A-97232 for 160 Tablet Arm Chairs, dated May 17, 1932, stated these chairs were for use in new class rooms in Herron Hall at the opening of Fall Term September 12. No action was taken on order until after June 1 when money in our budget for this item was lapsed, although bids had been secured. On August 18 we requested immediate purchase pointing out that we had no seating for new class rooms in Herron Hall. M. Lee Goldsmith of Harrisburg was awarded the contract on order No. A-10076, for 160 chairs, f.6.b. destination, although our requisition clearly stated 160 chairs delivered, assembled, and set in place. The chairs were received November 5 in knocked down condition in crates. We notified Mr. Goldsmith of the delivery of the chair parts, but he refused to assemble them and stated he had fulfilled his contract. However, after another delay of 20 days, these chairs were assembled November 25 - more than six months after requisition was submitted from California and two and one-half months after the opening of school during which time, no seating was provided for these new classrooms.

2. Requisition A-97360, dated July 13, 1932. An order No. A-154268 was placed by the Department of Property and Supplies, July 22, 1932 with the William F. Gable Company of Altoona for 36 Practice Units in English - Third Year. The units were received and payment was requested August 25, 1932. Then a notice was received from the Department of Property & Supplies, September 21, cancelling order No. A-154268 for the reason that the contractor failed to execute contract. Another order was placed, October 4,



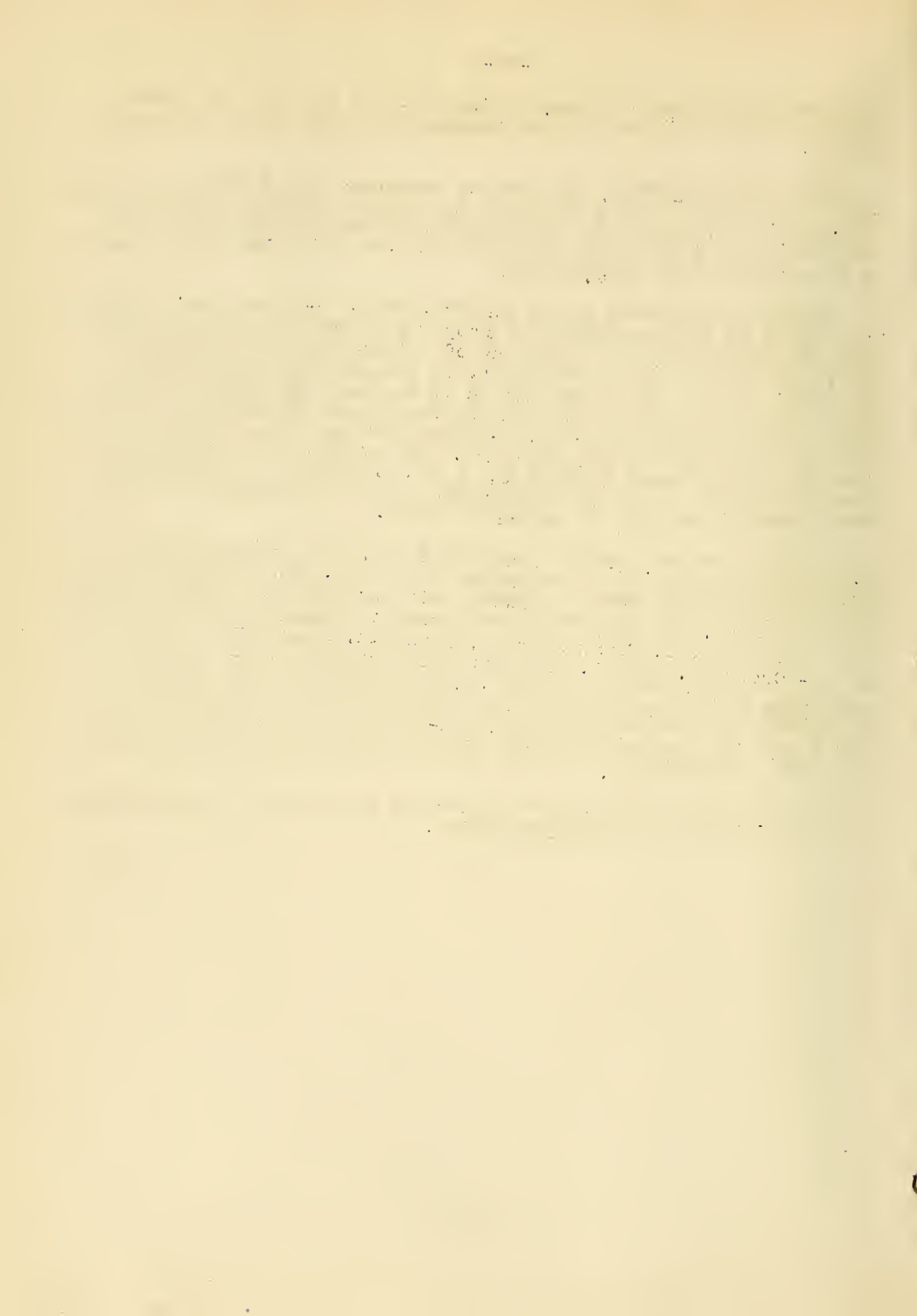
with Charles Scribner's Sons. This material was for the Demonstration School and the second shipment was kept for next year's use.

3. Requisition A-97451, for boiler compound, dated October 5, 1932. A card was mailed November 9, 1932 to remind the Department of Property & Supplies of our urgent need of this material. An order was placed November 10, 1932 with the Garret-Callahan Company as requested on our requisition.

4. Requisition A-96772 dated June 28, 1932. An order No. A-152345 was placed by the Department of Property & Supplies July 2, 1932, with the William F. Gable Company of Altoona for Retail Store Supplies. The material was received, payment was requested July 29, 1932, and the check was mailed to the company August 10, 1932. Then a notice was received from the Department of Property and Supplies cancelling order No. A-152345 for the reason that the contractor failed to execute contract. The material was reordered from the same company October 5, at the same price as originally ordered - \$1.08. A credit memorandum was received October 12, to cancel invoice of July 12 which was paid.

5. Requisition No. A-97268, dated May 12, 1932 - Subscription for Junior Literary Guild Books for one year. Our requisition was marked Confirmation Order - Junior Literary Guild, 55 Fifth Avenue, New York City. The Department of Property & Supplies placed an order with Mrs. D. Frank Andrews, Franklin, Pennsylvania, June 15, 1932 - Order No. 149865. Payment was requested August 25, 1932 and the check was mailed to Mrs. Andrews September 20, 1932. A memorandum dated September 20, 1932 was received canceling order No. 149865, and another order No. A-159164 dated September 24 was placed with the Junior Literary Guild of New York City as requested on our requisition.

Mrs. Andrews returned the check and we mailed it to Harrisburg to be credited to our appropriation.



Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, January 27, 1933

D O C K E T

- I. Reading and consideration of the minutes of the meetings of the Board of Presidents held at Harrisburg, November 15, 1932 and December 8, 1932.

II. Unfinished Business

1. Report of the Curricular Revision Committee
2. Report of committee on "Centralized Purchasing for the State Teachers Colleges"
3. Report of Fee Committee
4. Report of committee re "Budgets for 1933-1935"
5. Report of committee on "Entrance Requirements"
6. Question of policy in the matter of issuing certificates in certain specific cases
7. Federal Tax on admissions to games conducted by the State Teachers Colleges
8. Report of committee on "Standardization of Printing Forms"
 - a. Student Progress Card

III. New Business

1. Summer Sessions in the State Teachers Colleges - 1933
2. Report of Committee on Uniform Entrance Blanks
3. Provisional College Certificates issued for the past Twelve Years to Graduates of Pennsylvania Colleges and Universities

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, January 27, 1933

A regular meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the Superintendent's Conference Room of the Department of Public Instruction, Harrisburg, Pennsylvania, and was called to order by the Chairman at 9:30 o'clock.

The following were present:

| | |
|------------------------|------------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| Leslie Pinckney Hill | Cheyney |
| G. C. L. Riemer | Clarion |
| T. T. Allen | East Stroudsburg |
| Charles R. Foster | Indiana |
| A. C. Rothermel | Kutztown |
| Dallas W. Armstrong | Lock Haven |
| William R. Straughn | Mansfield |
| Landis Tanger | Millersville |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |

James N. Rule, Chairman
Henry Klonower, Secretary

Doctor C. C. Crawford, President of the State Teachers College at Edinboro, was not present due to illness.

1. Approval of the minutes of the meetings of the Board of Presidents, held in Harrisburg, November 15, 1932 and December 8, 1932.

On motion of Doctor Riemer seconded by Doctor Steele it was voted that the minutes of the meetings of the Board of Presidents held November 15, 1932 and December 8, 1932, be approved as submitted.

II. Unfinished Business

1. Report of the Curricular Revision Committee

Doctor Eisenberg, Chairman of the Curricular Revision Committee, reported for the committee.

He stated that the printed copies of the syllabi would be ready for distribution in about two weeks. He asked the members of the Board what distribution they desired be made of the printed syllabi.

On motion of Doctor Steele seconded by Doctor Hill it was voted that the distribution of the printed syllabi be left to the Curricular Revision Committee.

2. Report of the committee on "Centralized Purchasing for the State Teachers Colleges"

Doctor Straughn, Chairman of the Committee, stated that there were no new developments since the mimeographed report was submitted to the Department and distributed to the members of the Board. He further stated that the mimeographed statement had been made a part of the minutes of the meeting of the Board held December 8, 1932.

On motion of Doctor Straughn seconded by Doctor Hill it was voted that the item be removed from the docket.

3. Report of Fee Committee

Doctor Straughn, Chairman of the Committee, reported for the Committee. He stated that there were no new developments and the report stands exactly as it appears in mimeographed form in the minutes of the last meeting. He did not feel that the committee could do anything more until the final report is received from the Legislature.

Doctor Hill stated that if the payments could be made one month in advance instead of half a semester in advance it would very materially help the students in his institution.

Doctor Eisenberg suggested that the fee schedule be changed to read so that the students would be permitted in cases of absolute necessity to pay one month in advance instead of one-half semester in advance for board, room and laundry.

Doctor Straughn replied that he did not believe we could secure anything in the way of a ruling on this suggestion which would be of help this semester, but it might be written into the new schedule of fees if and when they are approved.

On motion of Mr. Allen seconded by Doctor Cameron it was voted that the question of payment of fees be referred to the Fee Committee with the request that they especially consider a recommendation to the effect that the students be allowed to pay the board, room and laundry fees one month in advance instead of one-half a semester in advance and that such a regulation be made effective at once.

4. Report of committee re "Budgets for 1933-1935"

Mr. Allen stated that in connection with the budgets, he had received on a certain Saturday morning a special delivery letter from the Budget Office with a request that this be signed and returned to that office the following Tuesday morning. The report in all but one particular was what had been agreed upon and what the Board had been thinking, but it definitely recommended that three million dollars be appropriated for the State Teachers Colleges for maintenance for the next biennium.

Mr. Allen stated that he finally signed the report with a single reservation which he addressed to the Governor. He stated that as a member of the Governor's Budget Committee he did not approve of the recommendation that \$3,000,000 be appropriated to the State Teachers Colleges, but rather suggested that the appropriation be increased to \$3,900,000. He then read to the members of the Board the letter in its entirety which he had addressed to the Governor.

On motion of Doctor Eisenberg seconded by Doctor Rowland it was voted that a copy of the letter which Mr. Allen sent to the Governor be included in the minutes of the meeting of the Board and that Mr. Allen be extended a vote of appreciation from the Board for the position which he had taken with reference to the appropriation for the State Teachers Colleges for the biennium 1933-1935.

Doctor Rowland stated that the three million dollars which had been included in the budget of the Governor makes no provision for repairs or construction in the State Teachers Colleges. He wondered what could be done about it, and he felt that the Board should take some cognizance of the fact. He had addressed a letter to Doctor Rule about the matter; Doctor Rule replied that a statement would be forthcoming indicating the purposes for which the money collected from students could be spent.

5. Report of Committee on "Limitation of Enrollments"

Discussion postponed.

6. Question of policy in the matter of issuing certificates in certain specific cases

Discussion postponed.

7. Federal Tax on admissions to games conducted by the State Teachers Colleges

On motion of Doctor Haas seconded by Doctor Cameron it was voted that this item be removed from the docket.

8. Report of committee on "Standardization of Printing Forms"

- a. Student Progress Card

Doctor Haas, Chairman of the Committee, reported progress.

III. New Business

1. Summer Sessions in the State Teachers Colleges 1933

Doctor Straughn stated that he had been giving some intensive thought to the operation of the summer session for 1933. He stated that if he were permitted to employ available teachers during the summer session on a part time basis instead of on a full time basis, he felt sure he could operate the summer school within the financial limits set. He also indicated that this could only be done if they were assured that the money which each institution collects would be returned to that particular institution.

Doctor Rule stated that the wording in the Appropriation Act was to the effect that the money would be reappropriated back to the institution which collects it, and the Governor has so recommended it. He further stated that in presenting contracts to teachers they should be made subject to budgetary limitations and secondly all contracts should be on the nine months basis (36 weeks), and the summer session contracts on such a basis as your budget permits.

Doctor Rule asked each President for an expression of opinion as to whether they favored a flat rate for the summer session for all instructors or a proportionate rate on a reduced scale if necessary for the summer session.

Doctor Tanger stated that he favored the proportionate rate.

Mr. Allen stated that he favors paying on a proportionate rate.

Doctor Armstrong stated that he felt a minimum rate and a maximum rate based on a lower level probably would be a good thing.

Doctor Riemer stated that he agreed with Mr. Allen's statement.

Doctor Hass stated that he thought the present scheme was logically sound as long as the summer session is a regular part of the institution. The present schedule is based on the assumption that a standard of service is forty-two weeks for a regular teacher and it is on this basis that we grant leaves of absence for instructors. If we are to make a flat rate for the summer session, and he felt that we must do it as a matter of expediency this year, he would go along with the suggestion of a flat rate for the summer session.

Doctor Hill stated he had nothing to say at this time.

Doctor Cameron stated that they have gone over the salary schedule and he felt that if they are going to cut salaries and if the cut is going to be 10% on the Edmonds Act, we should not go below that on a proportionate basis for the summer session.

Doctor Rowland stated that he is in favor of a flat rate although he felt it should be recognized as a reduction and there should also be some provision for positions, in addition to this flat rate, for certain administrative officers as for instance the Dean of Instruction, and some others who would have a heavier load than the regular teachers in the summer session, but under the circumstances and with the emergency which we are facing, he would favor a flat rate.

Doctor Steele stated he was in favor of a proportionate rate for the summer session rather than a flat rate on a reduced basis adjusted to meet the budget.

Doctor Eisenberg stated that he favored a flat rate in view of the present conditions.

Doctor Rothermel stated that he was in favor of a proportionate rate.

Doctor Straughn stated that he favored the proportionate rate on the basis of services rendered.

Doctor Foster stated that if we are contemplating a reduction of 10% in the teachers' salaries, we should take that into consideration for the summer session. He stated he was very strongly in favor of the idea of having the summer session payments on a proportionate basis so that they will not get more than a 10% reduction in their salaries for the year.

Doctor Rule stated that it seemed to be the opinion of most of the members of the Board that a proportionate rate payment was the one which was favored. He further asked what the opinion of the Board was with reference to the salaries for the next year. He stated that he felt we should take our cue from the recommendation that is going into the School Code as a permissible temporary measure.

Mr. Allen asked what effect if any the "Job Analysis" would have on the salaries of teachers.

Doctor Rule stated it might be a good thing to have the Salary Committee study this problem now. He felt it might be a way out of having too many high salaried positions in any one school.

Doctor Rule stated that with the consent of the Board he would refer this matter to the Salary Committee: Doctor Straughn, Doctor Haas, and Mr. Allen.

Doctor Rule further stated that when the Salary Committee made its report to him he would have a joint meeting of the Budget and Salary Committees.

Mr. Allen stated that in order to clarify the whole situation it would be helpful if the State Superintendent sent a statement to each President covering the policy of summer school positions, and other pertinent points at this time concerning positions in the State Teachers Colleges.

Doctor Rule stated that he would do this within the next few days.

The letter follows:

"In view of the fact that the present appropriation period ends May 31, 1933 and that expenditures for the coming biennium will be contingent upon appropriations approved by the Legislature now in session, it seems advisable to present for your information the situation which will probably confront us so far as appropriations are concerned beginning June 1, 1933.

In view of the fact that State revenues are decreasing and that there will probably be less money available for the administration of the State Teachers Colléges, I suggest the following principles be kept in mind in making tentative arrangements for the coming year:

1. Because of the fact that the character of students attending the summer session is different from the character of those attending the regular session, the summer session should be placed on a self-supporting basis and, therefore, so far as contracts for instruction are concerned, separated from the regular session.
2. This means, beginning June 1, 1933, that no contracts for forty-two weeks should be issued;
3. That contracts should be issued only for thirty-six weeks; and
4. That arrangements for employment of teachers for the summer session will be made if, and when, the enrollment justifies such employment.
5. While no figures are available it is likely that the present salary schedule may be reduced ten per cent and the moratorium on increments continued.

In conclusion, because of the present unsettled situation, therefore, it would seem reasonable to make clear that all contracts and arrangements for the coming year are tentative; and subject to budgetary limitations; that the summer session be placed on a self-supporting basis; that it be made clear to members of the faculty that no guarantee regarding summer session employment can be given; and, that temporary modification of the salary schedule downward is likely."

*On motion of Doctor Foster seconded by Doctor Tanger it was voted that the summer schools in the State Teachers Colleges be made self-supporting and that a fee of \$6.00 per semester hour be charged to all students.

2. Report of committee on "Uniform Entrance Blanks"

Doctor Steele, Chairman of the Committee reported for the committee. He stated that blanks had been drawn up on the basis of the experience of the several Presidents and a few minor changes had been suggested.

* Approvals withheld, upon request of some Presidents, pending review by Fee Committee.



On motion of Doctor Straughn seconded by Doctor Eisenberg it was voted to approve the blanks as submitted by the chairman of the committee on Uniform Entrance Blanks.

3. Provisional College Certificates issued for the past Twelve Years to Graduates of Pennsylvania Colleges and Universities

Mr. Klonover distributed charts indicating the number of College Provisional Certificates issued over a period of twelve years. He pointed out that while there were 4,268 Provisional College Certificates issued during the year 1932, this figure does not indicate the number of college graduates who actually entered the teaching service for the first time. Included in this number are many teachers who have been in service for some time prior and who have just completed their college preparation.

He stated the most conservative estimate would be that fifteen per cent of the 4,268 teachers who received Provisional College Certificates were teachers in service who have continued their preparation to the college level. This number should not be interpreted as new entrants. A study prepared some time ago by the Teacher Bureau shows that approximately three per cent of the number who received Provisional College Certificates were not interested in securing teaching positions, and that of those who made an effort to enter the teaching service, approximately forty-five per cent actually secured teaching positions as of October 15, 1932. It is reasonable to suppose that a number of these college graduates have obtained teaching positions in the meantime. The figures do not indicate whether such positions were secured within the Commonwealth, or in private schools.

He further stated the number of college certificates issued for the year 1932 is 283 less than for the year 1931.

IV. Miscellaneous

1. School Code in Revised Form

Doctor Rule explained the major revisions in the new School Code and stated that the Code had been compiled with the help of three members of the House and three members of the Senate together with the Attorney General. He felt that the serious part of it was that the preparation of the School Code had been delayed so long that there had not been time to go over it carefully and study it as a unit. The Attorney General

has consulted a good many people so that the revised edition of the School Code is a sort of composite of the criticisms of the Department, modifications as the Attorney General's Office worked them out, and criticisms from the members of the House and Senate.

2. Joint Committee on "Teacher Preparation"

Doctor Rule asked to have a special committee of the Board work with a committee representing the liberal arts colleges in the mutual interests of teacher preparation in Pennsylvania.

On motion of Doctor Rowland seconded by Doctor Rothermel it was voted that the State Superintendent be authorized to appoint a small committee from the Board of Presidents to cooperate with a similar committee of the Association of Liberal Arts Colleges for the furthering of the mutual interests of teacher preparation in Pennsylvania.

Doctor Rule appointed the following committee:

1. Doctor Haas
2. Doctor Eisenberg
3. Doctor Steele
4. Doctor Foster
5. Doctor Rowland

3. Miss Marion Giles

Doctor Rule called to the attention of the Board the availability of Miss Marion Giles whose work with girls had been highly praised by Doctor Eisenberg, Doctor Steele, and Doctor Straughn.

4. Bulletin published by the Association of Trustees of the State Teachers Colleges of Pennsylvania

Doctor Rowland stated that a small sum of money remained from the fund designated to be spent in the publication of the bulletin under the auspices of the Association of Trustees of the State Teachers Colleges and he asked what the pleasure of the Board was with respect to this additional money.

On motion of Doctor Riemer seconded by Doctor Steele it was voted that Doctor Rowland be authorized to spend the additional money in having another supply printed for distribution among the several institutions.

Mr. Cresswell distributed copies of a statement which he had prepared which outlined the high spots of newspaper publicity and indicated some suggestive subjects for stories.

5. The State Teachers Colleges as now located equalize educational opportunities - Doctor Riemer

Doctor Riemer outlined a study he had made with reference to the educational opportunities of the State Teachers Colleges.

On motion of Doctor Tanger seconded by Doctor Foster it was voted that the report be received and embodied in the minutes.

The report follows:

"The State Teachers Colleges As Now Located
Equalize Educational Opportunities

I. Relation of Enrollments at State Teachers
Colleges to Population in Their Code Districts.

Opportunities for higher education are not equally distributed over the Commonwealth. In some sections there is a dearth of such opportunities; in others there exists a superabundance of them. The table below, in which are listed the districts assigned to the thirteen state teachers colleges by Section 2001 of the School Code, shows how the state teachers colleges tend to equalize such opportunities.

In the first column of the table are given the names of the districts; in the second, the total number of young men and women attending state teachers colleges of the Commonwealth; in the third, the total population of the district; in the fourth, the number of persons in the district represented by one student at some teachers college. In the Mansfield district, for instance, a group of 396 people is represented by one student at a teachers college; in the Clarion district a group of 447 is thus represented, etc. The table ranks the districts in the order of the size of group required for one student to be represented at some teachers college.

Relation of Enrollments in Code Districts
of State Teachers Colleges to Population
in Them - October 15, 1932

| <u>District</u> | | <u>S.T.C.</u> <u>Students</u> | | <u>Population</u> | | <u>Ratio</u> |
|-----------------|------|----------------------------------|--------|-------------------|--------|--------------|
| Mansfield | sent | 583 | out of | 231,153 | one to | 396 |
| Clarion | " | 422 | " | 188,445 | " | 447 |
| Lock Haven | " | 432 | " | 221,567 | " | 512 |
| Indiana | " | 744 | " | 449,688 | " | 604 |
| Shippensburg | " | 609 | " | 395,775 | " | 650 |
| Bloomsburg | " | 688 | " | 466,763 | " | 678 |
| Millersville | " | 615 | " | 431,120 | " | 701 |
| Edinboro | " | 690 | " | 497,987 | " | 722 |
| California | " | 634 | " | 525,875 | " | 829 |
| Kutztown | " | 763 | " | 640,115 | " | 839 |
| E. Stroudsburg | " | 1013 | " | 1,023,959 | " | 1011 |
| West Chester | " | 657 | " | 769,424 | " | 1171 |
| Slippery Rock | " | 878 | " | 1,603,952 | " | 1827 |

II. Uneven Distribution of Opportunities for Higher Education Over Commonwealth.

On examining the above table the question arises in one's mind as to why more young men and women relatively attend teachers colleges in one district than in another. For instance, why does it take only 396 in the Mansfield District, 447 in the Clarion district, but 1,011 in the East Stroudsburg district, 1,171 in the West Chester district, and 1,829 in the Slippery Rock district to have one student representative at a teachers college? There may be several answers to such a question. The chief answer, however, seems to lie in the absence or presence of other opportunities for higher education.

A. Distribution by Code Districts of State Teachers Colleges

Opportunities for higher education are by no means evenly distributed over the Commonwealth. The following list shows the situation clearly. It lists the several districts together with the opportunities for higher education in each.

Number of Opportunities of Higher Education
Aside from Teachers Colleges in Code
Districts of Teachers Colleges

| <u>Code District</u> | <u>Number</u> |
|----------------------|---------------|
| West Chester | 17 |
| E. Stroudsburg | 8 |
| Edinboro | 6 |
| Slippery Rock | 5 |
| Indiana | 4 |
| Shippensburg | 4 |
| California | 3 |
| Kutztown | 3 |
| Millersville | 3 |
| Bloomsburg | 2 |
| Lock Haven | 1 |
| Mansfield | 0 |
| Clarion | 0 |

This uneven distribution of educational opportunity in the field of higher education is worthy of note. The abundance of such opportunities in the districts of West Chester, East Stroudsburg, and Slippery Rock, where thirty-one of the forty-two institutions of higher education are to be found, is gratifying to anyone interested in advanced education. On the other hand, the lack of such opportunities in the districts of Mansfield, Clarion, and Lock Haven, in which only three institutions of higher education - one of them no more than a junior college - are located, is not so satisfying. Young people wherever they may be found want and need such opportunities to prepare for service and life. Consequently, they drift to teachers colleges in large numbers in the districts where there are no other opportunities for higher education, and do not do so in such larger numbers

in districts where other opportunities are available. That is doubtless the reason why one in 396 people attends a teachers college in the Mansfield district; one in 447 in the Clarion district; and one in 512 in the Lock Haven district; but only one in 1,011 attends a teachers college in the East Stroudsburg district; only one in 1,171 in the West Chester district, and only one in 1,827 in the Slippery Rock district. With facts such as these in mind one cannot help but feel that the existence of the State Teachers Colleges is justified.

B. Distribution by Areas Described with
Radius of Fifty Miles

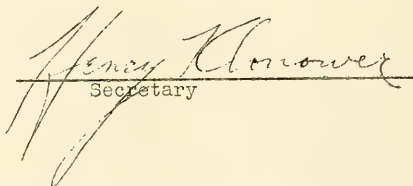
This inequality of educational opportunities in the field of higher education is even more impressive when one compares areas within a radius of fifty miles described about the several teachers colleges. Such an area roundabout Kutztown, for instance, includes 28 opportunities for higher education; the one about West Chester includes 24. On the other hand, the ones about Clarion and Mansfield embrace only one each. No wonder the young people in these two sections flock in great numbers to the teachers college near them if they desire to prepare for teaching, taking advantage of the only opportunity for higher education.

Number of Opportunities of Higher Education
Aside from Teachers Colleges in Areas
Described about Several Teachers
Colleges within a Radius of
Fifty Miles

| <u>Area about</u> | <u>Number of Opportunities</u> |
|-------------------|--------------------------------|
| Kutztown | 28 |
| West Chester | 24 |
| E. Stroudsburg | 10 |
| California | 9 |
| Slippery Rock | 9 |
| Indiana | 8 |
| Millersville | 7 |
| Bloomsburg | 6 |
| Edinboro | 5 |

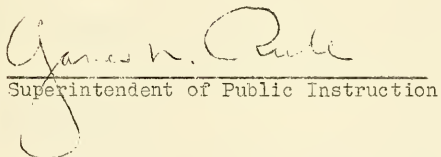
| | |
|--------------|----|
| Shippensburg | 5 |
| Lock Haven | 4 |
| Clarion | 1 |
| Mansfield | 1" |

The meeting adjourned at 4:15 P.M.


Secretary

Approved: Feb. 19, 1933

with corrections noted
on page 762


Superintendent of Public Instruction

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

Friday, March 17, 1933

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents held at Harrisburg, January 27, 1933.

II. Unfinished Business

1. Report of the Curricular Revision Committee
2. Report of committee on "Uniform fees, deposits and repayments"
3. Report of committee on "Limitation of Enrollments"
4. Report of committee on "Standardization of printed forms"
 - a. Student progress card
5. Report of committee on "Uniform Entrance Blanks"
6. Report of Joint Committee on "Teacher Preparation"
7. Question of policy in the matter of issuing certificates in certain specific cases

III. New Business

1. Additional courses for the summer session
2. Enrollments in the State Teachers Colleges as of February 15, 1933
3. Professional Status of Teachers as of November 1, 1932
4. List of graduates who received certificates of graduation as of January 1933
5. Number of degree graduates, indicating the elective fields

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES
FRIDAY, MARCH 17, 1933

A regular meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the Superintendent's Conference Room of the Department of Public Instruction, Harrisburg, Pennsylvania, and was called to order by the Chairman at 9:30 o'clock.

The following were present:

| | |
|------------------------|------------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| G. C. L. Riemer | Clarion |
| Leslie Pinckney Hill | Cheyney |
| T. T. Allen | East Stroudsburg |
| C. C. Crawford | Edinboro |
| Charles R. Foster | Indiana |
| A. C. Rothermel | Kutztown |
| Dallas W. Armstrong | Lock Haven |
| T. R. Straughn | Mansfield |
| Landis Tanger | Millersville |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |

James N. Rule, Chairman
Henry Klowner, Secretary

1. Approval of the minutes of the meeting of the Board of Presidents, held in Harrisburg, January 27, 1933.

On motion of Doctor Cameron seconded by Doctor Tanger it was voted that the minutes of the meeting of the Board of Presidents held January 27, 1933 be approved as submitted.

II. Unfinished Business

1. Report of the Curricular Revision Committee

Doctor Eisenberg, Chairman of the Curricular Revision Committee, reported for the committee.

He stated that the committee is still waiting for final word as to the delivery of the bound copies of the printed syllabi for the instructors in the State Teachers Colleges.

Doctor Rule immediately got in touch with the Director of the Bureau of Publications of the Department of Property and Supplies and asked him to telephone immediately to the bindery and get a definite date as to when delivery could be expected.

Mr. Hoed, Director of the Bureau of Publications, informed Doctor Rule that a part of the order would be shipped Tuesday, March 21, 1933 and the balance of the order about one week later.

2. Report of committee on "Uniform Fees, Deposits and Repayments"

Doctor Straughn, Chairman of the Committee, reported for the committee.

He submitted the following report and stated that this report is a supplementary one to the report submitted at the last meeting of the Board:

"In view of the fact that the Teachers Colleges are an integral part of the public school system of the Commonwealth and are governed by uniform regulations in the Administrative, Fiscal and School Codes, it is imperative that these institutions function as a system rather than as isolated units. It is believed by the committee that these institutions can not function efficiently on less than an annual basis, that the summer session must be considered as a part of the regular annual work of the school and that comparable uniform salaries within certain grades should be paid in all Teachers Colleges conducting a summer school.

The committee believes that the Commonwealth possesses a responsibility for the in-service training as well as the pre-service training of teachers. Because of the different economic status of teachers in service it is believed justifiable to place a relatively larger share of the cost of instruction upon teachers in service.

The committee, therefore, recommends that the following fees be in effect for the summer session of 1933:

1. Contingent Fee

Five dollars per semester hour
A minimum contingent fee of fifteen dollars (\$15) will be charged.

2. Housing Fee

- a. Forty-two dollars (\$42)
This fee will cover the cost of room, board and limited laundry for students
- b. Fifty-four dollars (\$54) shall cover the cost of room, board, and limited laundry for faculty members

3. Special Curricula Contingent Fees

In addition to the above fees students in the special curricula will be required to pay a fee to cover the cost of materials, supplies, equipment, and special services used in the laboratories, shops, or studios of the special curricula.

These additional contingent fees will be as follows:

| | |
|----------------------------|--------|
| Art | \$6.00 |
| Commercial Education . . . | 2.00 |
| Health Education | 6.00 |
| Home Economics | 12.00 |
| Industrial Arts | 6.00 |
| Music | 24.00 |

Respectfully submitted:

Robert M. Steele
Charles R. Foster
Francis B. Haas
Norman W. Cameron
William R. Straughn, Chairman"

Doctor Straughn further stated that it was the intention of the Board to maintain the integrity of the Salary Qualification Schedule.

Doctor Haas stated that inasmuch as the appropriations were made for a two-year period, the major responsibility was to balance the budget over a two-year period.

He further stated that we must figure out roughly how much of the amount is available for the first year and then keep in mind that if there is a justification for charging a larger fee for the summer session and keep in mind that we are going to make the summer sessions self-supporting over a two-year period; this might require an additional lowering of salaries for the summer session, but maintain the salary schedule and make throughout all the institutions another percentage cut. On this basis with the thought in mind that the budget is to balance over a two-year period, the summer session can be organized and through the experience of the first year, the second year budget may be balanced.

Doctor Rule stated that he was willing on this basis to approve the report as submitted by the committee without any reservation but with the understanding that every institution would balance its budget over a two-year period; the summer schools are to be self-supporting as far as class-room instruction is concerned.

Doctor Rowland asked if this does not mean that the salaries are to be uniform on a percentage basis?

Doctor Rule replied "yes."

On motion of Doctor Straughn seconded by Doctor Cameron it was voted to accept and adopt the report on "uniform fees, deposits and repayments, special report for the summer session of 1935" as submitted by the committee.

3. Report of committee on "Limitation of Enrollments"

Doctor Riemer, Chairman of the committee reported for the committee.

The report follows:

"HOW MAY OUR COMMONWEALTH SECURE
THE PROPER SUPPLY OF TEACHERS
FOR ITS PUBLIC SCHOOLS?"

Before undertaking to limit the enrollments at the state teachers colleges the Committee would submit to the Superintendent of Public Instruction the following recommendations:

- I. Inasmuch as the attempt to control the production of teachers by exercising control only over state teachers colleges has proved futile, not only in this state but also in other states, the Committee would recommend that the state control somewhat more strictly all the institutions preparing teachers for its public schools.

The paragraph below from a treatise on Teacher Preparation Standards in Texas depicts the situation in our state so well that it deserves to be quoted. It points to the futility of attempting to control teacher output by exercising control only over state teachers colleges.

'There can be no practical plan of enrollment limitation for our teachers colleges until there is a definite relation between entrance into our teachers colleges and into the teaching profession . . . As the situation now stands, we find a spirit of competition existing among the schools which prepare for the teaching profession, and this competition results in an ever increasing student enrollment, instead of the opposite -- a limitation . . . Our whole philosophy of enrollment looks to a bigger rather than to a smaller enrollment . . . Our colleges want more students, the teaching profession needs fewer and better teachers. As long as our minds are dominated by the 'bigger elephant' idea . . . we can expect no practical plan of limited enrollment, and should have none as applicable only to the teachers colleges.'

- II. Inasmuch as there is no longer a dearth of teachers in the Commonwealth, the Committee would recommend that the agencies or channels through which teachers may secure enough credits or semester hours to meet the requirements of certification, be reduced to schools which are equipped, organized, and administered to offer a professional type of preparation to the young

men and women who may choose to prepare for teaching as their life work. At present, it seems, it is still possible to secure, at least in part, the credits required for certification at one of our high schools, at junior colleges, at arts colleges, at religious colleges, through extension courses, during the regular year, during summer sessions of two, six or nine weeks, etc.

The following quotation from the treatise on Teacher Training Standards mentioned above would seem to provide a solution of some of the difficulties which are involved in the control of teacher output in our State:

'Those of us in teaching have often been confused by the low ideals of the past in respect to our profession and our professional preparation. We can never be very proud of our profession until we make it distinctive, which means distinctive preparation. As long as any young person with a degree can come in and compete with the trained and experienced teacher on an equal footing, there will be a chronic oversupply of job hunters for teaching positions, a large part of them not really professional people. That situation exists today. We need a professional type of preparation, and we wish no compromises with those who keep such preparation undifferentiated from non-vocational activities.'

We want the type of uniformity that is characteristic of all true professional schools; that is, curricula that are uniformly professional. That idea should imbue every course given. It should dictate the set-up of every course of study and curriculum; and it should be a consideration in the selection of every staff member in the teacher-preparing institutions.'

- III. Inasmuch as it is impossible for teacher training institutions to establish and maintain a proper relation between the supply and demand of new teachers in no other way, the Committee would recommend that these institutions be provided with more definite and reliable data than are now available regarding teacher supply and demand.

To do so would doubtless entail some labor. The solution of the problem would, however, be worthwhile. Without such information the institutions in question will not be able to formulate an efficient program for the supply of new teachers.

A. In the paragraphs below an attempt is made to supply data regarding the number of new teachers that may be needed, due to the shrinkage of the teaching personnel as well as to its expansion. It is hoped that they may prove to be more reliable and more definite than any furnished heretofore, and that they may shed some light on the limitation of enrollment at state teachers colleges.

1. Demand for New Teachers Due to Shrinkage of Teaching Personnel

In his study of the Occupational Stability of the Graduates of Pennsylvania State Teachers College, 1910 to 1930, Dr. Thomas J. Breitwieser showed that there was a shrinkage in the teaching personnel, which consisted of graduates from our state teachers colleges, of 33.9% during the first five years of service. If this percentage is accepted as worthy of general application and is applied to the total number of teachers in service, for instance, during the year 1930-31, the figures in the table below will result. The table contains figures concerning the number of teachers in each field of service, the 33.9% five-year shrinkage, and the average yearly shrinkage. In the elementary field, according to Dr. Breitwieser's findings, a total shrinkage of 14,569 could be expected over a period of five years; that is, on the average, 2,914 per year; in the secondary field the shrinkage would amount to 6,028, that is, on the average, 1,206 per year. If the same formula may be applied to the supervising officials, there would be among them a shrinkage of 650, or 130, on the average,

per year. The shrinkage in the entire teaching personnel of 62,676 teachers would amount to 21,247 teachers, that is, on the average, 4,250 per year.

Table I. Shrinkage of Teaching Personnel During First Five Years of Service

| <u>Teachers in Service</u> <u>1930-1931</u> | <u>Total</u> | <u>Total</u> | <u>33.9%</u> <u>Shrinkage</u> | <u>Av. Yearly</u> <u>Shrinkage</u> |
|--|--------------|--------------|----------------------------------|---------------------------------------|
| Kindergarten | 598 | | | |
| Elementary | 41,411 | | | |
| Continuation | 356 | | | |
| All others | 611 | | | |
| Total Elem. | | 42,976 | 14,569 | 2,914 |
| Junior H. S. | 5,522 | | | |
| Senior H. S. | 12,260 | 17,782 | 6,028 | 1,206 |
| Supervisors | | 1,918 | 650 | 130 |
| Grand Total | | 62,676 | 21,247 | 4,250 |

2. Demand for New Teachers Due to Expansion of Teaching Personnel

During normal times there is a demand for new teachers, furthermore, due to the expansion of the teaching personnel. To show this increase as well as the rate of increase of the teaching personnel annually from 1926 to 1931 the table below was prepared. It shows that, on the average, for the past four years this increase has amounted to about 1,264 new teachers per year, that is, to about 2.1% of the total number of teachers employed; for the past three years it has amounted on the average to 1,005 new teacher per year, that is, to about 1.64% of all the teachers in service.

Table II. Increase of Teaching Personnel Due to Expansion from 1926-1931

| <u>Teachers</u> | <u>1926-27</u> | <u>1927-28</u> | <u>1928-29</u> | <u>1929-30</u> | <u>1930-31</u> |
|------------------|----------------|----------------|----------------|----------------|----------------|
| Number | 57,623 | 59,661 | 60,583 | 61,629 | 62,676 |
| Growth in Number | | 2,038 | 922 | 1,046 | 1,047 |
| P. C. Growth | | 3.5 | 1.5 | 1.7 | 1.7 |

3. Demand for New Teachers Due to Shrinkage and Expansion of Teaching Personnel

The table below contains a summary of what was determined above regarding the demand for new teachers because of the shrinkage and the expansion of the teaching personnel.

Average Annual Demand for New Teachers Due to Shrinkage and Expansion

| <u>Due to</u> | <u>Elementary</u> | <u>Secondary</u> | <u>Supervisory</u> | <u>Total</u> |
|---------------|-------------------|------------------|--------------------|--------------|
| Shrinkage | 2,914 | 1,206 | 130 | 4,250 |
| Expansion | <u>1,005</u> | | | <u>1,005</u> |
| Total | 3,919 | <u>1,206</u> | <u>130</u> | 5,255 |

Due to lack of data it was impossible to distribute the number of additional teachers due to expansion over the various fields of service. They were then placed among the elementary teachers, which, of course, is not exactly correct.

B. Supply of New Teachers

In addition to reliable data relative to the demand for new teachers there should be available, moreover, data equally reliable regarding the supply of such teachers. In the paragraphs below an attempt is made to provide such data.

At present new teachers are supplied through many channels and agencies. A system of control as to enrollment and teacher output would require and should possess accurate data relative to what these sources of new teachers have done for a period of years. The two tables below were prepared to show in part what might be done of advantage and value to the profession.

1. Graduates from Teachers Colleges From 1927 to 1932.

The first table gives some idea of what was done in the output of teachers at the state teachers colleges from 1927 to 1932, a period of five years. It shows that they supplied annually on the average 2,756 teachers for certification in the elementary field. This figure includes, however, many graduates who were teachers in service and secured their certificates of graduation during the summer sessions or by extension. They were not, of course, teachers new to the service.

Table III. Certificate of Graduation from State Teachers Colleges

| <u>Year</u> | <u>Two-Year</u> | <u>Three-Year</u> | <u>Four-Year</u> | <u>Total</u> |
|-------------|-----------------|-------------------|------------------|--------------|
| 1927-28 | 3,020 | 495 | 158 | 3,673 |
| 1928-29 | 3,073 | 92 | 414 | 3,555 |
| 1929-30 | 2,985 | 57 | 719 | 3,761 |
| 1930-31 | 2,508 | 48 | 924 | 3,480 |
| 1931-32 | <u>2,196</u> | <u>8</u> | <u>1,082</u> | <u>3,286</u> |
| Total | 13,782 | 700 | 3,297 | 17,755 |
| Average | 2,756 | 140 | 659 | 3,551 |

2. Comparison of Output of Teachers Colleges with that of Arts Colleges

Inasmuch as prospective teachers secure credits to meet certificate requirements for the most part at the teachers colleges and the arts colleges of the Commonwealth, it should prove of interest and of value to see what these two types of institutions did, for instance, during the year 1930-31. The table below gives such figures for the year in question.

Table IV. Total Certification of Teachers during 1930-31

| <u>Field of Preparation</u> | <u>T.C. Graduates</u> | <u>Total</u> | <u>A.C. Graduates</u> | <u>Total</u> |
|-----------------------------|-----------------------|--------------|-----------------------|--------------|
| Two-year Elementary | 2,508 | | | |
| Four-year " | 53 | | | |
| Four-year Art | 42 | | | |
| Four-year Health | 137 | | | |
| Four-year Kindergarten | 1 | | | |
| Four-year Music | 78 | 2,819 | | 2,819 |
| Three-year J.H.S. | 48 | | | |
| Four-year J.H.S. | 549 | | | |
| Four-year Commerce | 19 | | | |
| Four-year H. Ec. | 45 | 661 | | 661 |
| Four-year S.H.S. | | | 3,606 | 3,606 |
| Grand Total | | 3,480 | 3,606 | 7,086 |

According to the table above it should be noted the teachers colleges graduated 3,480 for the first nine grades of the public schools of the Commonwealth; the arts colleges, on the other hand, graduated 3,606 for the last three or four grades. 2,819 of the graduates from the teachers colleges were prepared for the elementary school and the fields of art, health, and the kindergarten. 597 of their graduates had prepared for the junior high school; 19 for the teaching of commerce, and 45 for the teaching of home economics. The 3,606 graduates from the arts colleges had prepared for the most part for the senior high school.

3. Comparison of Supply and Demand of New Teachers

In the table below are set side by side the demand and supply of new teachers during the year 1930-31. Due to lack of data no account could be taken of the number of duplicates, that is, of the teachers in service who secured certificates of graduation and were here included in the supply of new teachers.

Table V. Comparison of Teacher Demand and Supply During 1930-31

| <u>Field</u> | <u>Demand</u> | <u>Supply</u> | <u>Surplus</u> | <u>Shortage</u> | <u>Net Surplus</u> |
|-------------------------|---------------|---------------|----------------|-----------------|--------------------|
| Elementary | 3,919 | 2,819 | | 1,000 | |
| Secondary & Supervisory | 1,336 | 4,267 | 2,931 | | |
| Total | 5,255 | 7,086 | | | 1,831 |

C. Shrinkage of Student Enrollments on Way Through College

In order to establish the proper relation between supply and demand of teachers, the teacher-training institutions should know, furthermore, to what extent their student enrollments shrink on their way through college. With the help of the teachers colleges a study was undertaken to discover the rate of such shrinkage or mortality.

On the basis of the findings of this study the following table was drawn up. It pictures the shrinkage of 1,000 students, entering the state teachers colleges, on their way toward graduation, by curricula and by years. Of 1,000 students who enter these colleges, 822, that is, 82.2% on the average, are graduated from the two-year curricula, and 569, that is 56.9% on the average, from the four-year curricula.

Table VI. Shrinkage of One Thousand Students At Teachers Colleges from Admission to Graduation by Curricula and Years

| <u>Curricula</u> | <u>First Year</u> | <u>Second Year</u> | <u>Third Year</u> | <u>Fourth Year</u> | <u>Graduation</u> |
|------------------|-------------------|--------------------|-------------------|--------------------|-------------------|
| Two-year | 1,000 | 853 | | | 822 |
| Four-year | 1,000 | 785 | 697 | 638 | 569 |

D. Shrinkage of Teaching Personnel of One Thousand Teachers

In the table below is shown, furthermore, the shrinkage of 1,000 teachers from entrance to college on their way to graduation and appointment as well as during their first five years of service. From the two-year curricula, as was shown above, the teachers colleges of the state graduate 82.2% of the entrants and from the four-year curricula 56.9%. For an understanding of the table

it must be assumed, moreover, that only about 90% of these graduates would be available for positions and that according to Dr. Breitweiser only 66.1% of the graduates entering the service will still be teaching at the end of five years of service.

Table VII. Shrinkage of Teaching Personnel of One Thousand Teachers from Entrance to College to End of Five Years of Service.

| Curricula | At Entrance | At Graduation | Appointed: 90% | After Five Years Service-66.1% |
|-----------|-------------|---------------|----------------|--------------------------------|
| Two-year | 1,000 | 822 | 740 | 489 |
| Four-year | 1,000 | 569 | 512 | 338 |

E. Application of Formulas to Demand Established for 1930-31

In the table below is shown the number of graduates and of new entrants that would have been required to meet the demands in the elementary as well as in the secondary field according to the formulas established above, since the demands for these two fields were 2,914 and 1,336 respectively.

As was stated above, the average yearly demand to meet the shrinkage during the first five years of service is one-fifth of a 33.9 percent shrinkage. For the year 1930-31 this would amount to 2,914. It may be assumed that only 90% of the graduates will be available for the positions to be filled. 2,914, the average annual shrinkage, divided by .90, results in 3,240, the number of graduates required to meet the demand due to shrinkage. This figure was again divided by .822, the percentage of graduation, in order to determine the required number of new entrants to the teachers college, which resulted in the figure, 3,942. The same procedure was followed in the case of the demand in the secondary and supervisory fields except that the number of graduates was divided by .569, the rate of graduation from the four-year curricula.

On account of lack of data the increase or expansion in the teaching personnel had to be treated as affecting the elementary schools, which, of course, is not wholly correct,

Table VIII. Application of Formulas to Demand for 1930-31

| <u>Field</u> | <u>Av. Yearly Demand</u> | <u>Required Graduates</u> | <u>Required Entrants To College</u> |
|--------------|--------------------------|---------------------------|-------------------------------------|
| El. School | 2,914 | 3,240 | 3,942(Two-year curricula) |
| Expansion | 1,047 | 1,163 | 1,415 " " |
| Sec.School | <u>1,336</u> | <u>1,480</u> | <u>2,601</u> (Four-year " " |
| Total | 5,297 | 5,883 | 7,958 |

N.B. According to Table III above, it should be noted, the teachers colleges graduated at no time in any one year the number of teachers required, for instance, in 1930-31. The average annual output for the elementary school was only 2,756, which included even many teachers in service.

F. Comparison of Supply and Demand of Teachers During 1930-31

The table below shows the demand and supply of teachers in 1930-31. In the first column of the table is indicated the field of service; in the second column, the average yearly demand caused by the shrinkage of the teaching personnel over a period of five years as well as the annual increase, each divided by .90; in the third column, the actual number of graduates from teachers colleges; in the fourth column, the actual number of graduates from arts colleges, receiving college provisional certificates; in the remaining columns, totals, surpluses, etc.

Table IX. Comparison of Supply and Demand of Teachers During 1930-31

| <u>Field</u> | <u>Demand</u> | <u>Supply</u> | | | <u>Surplus</u> | <u>Shortage</u> | <u>Net Surplus</u> |
|--------------------|---------------|---------------|--------------|---------------|----------------|-----------------|--------------------|
| | | <u>T.C.</u> | <u>A.C.</u> | <u>Supply</u> | | | |
| Elementary | 4,403 | 2,830 | | 2,830 | | 1,573 | |
| Sec. & Supervisory | <u>1,480</u> | <u>652</u> | <u>3,606</u> | <u>4,258</u> | <u>2,778</u> | | |
| Total | 5,883 | 3,482 | 3,606 | 7,088 | 2,778 | 1,573 | 1,205 |

N.B. In the case of the output by arts colleges no deduction was made for teachers in service or for those who might not care to teach.

G. Application of Formula to Entering Class of 1932

If the reasoning that has preceded is correct, the class that entered our state teachers colleges in September, 1932, should fare as is shown in the table below. 82.2% of those who registered in the two-year curricula, and 56.9% of those who registered in the four-year curricula, will be graduated. 90% of the graduates will be available for positions, to fill the gaps caused by shrinkage and placed added through growth or expansion.

Table X. First Semester Enrollment October 15, 1932

| <u>Curricula</u> | <u>Entrants</u> | <u>Graduates</u> | | <u>P. C.</u> | <u>Available</u> | | <u>P. C.</u> |
|------------------|-----------------|------------------|---|--------------|------------------|---|--------------|
| Two-year | 1,622 | 1,334 | - | 82.2 | 1,200 | - | 90 |
| Sec. Ed. | 754 | 429 | - | 56.9 | 386 | - | 90 |
| Special | <u>600</u> | <u>342</u> | - | 56.9 | <u>308</u> | - | 90 |
| Total | 2,976 | 2,105 | | | 1,894 | | |

The figures in the second column of the table above were secured from the reports of the teachers colleges to the Department. According to these reports, 1,622 students registered for work in the two-year curricula. If the percentage of graduation of our study is correct, 1,334 of them will be graduated. The average yearly number of graduates for the last five years has been 2,756. If the reasoning regarding this matter, that has preceded, is correct, there should soon be a dearth of elementary teachers.

According to the reports from the teachers colleges, 1,354 students enrolled in the four-year curricula. If 56.9% is the correct percentage of graduation from the four-year curricula, 771 of them will be graduated, barely enough to meet the needs in the field of the junior high school, let alone those required in the special fields. The average yearly output of such teachers by the teachers colleges has been 799.

It is of interest to note that the enrollment in the two-year curricula decreased 29.6%; in art, 37.5%;

in commerce, 18.3%; in health, 40.6%; in music, 25.8%. The entire first semester enrollment decreased 22.5%. There was a slight increase in the enrollment for the secondary school, home economics, and the kindergarten.

Table XI. Comparison of First Semester Enrollments as of October, 1931 and 1932

| <u>Curricula</u> | <u>1931</u> | <u>1932</u> | <u>Increase</u> | <u>Decrease</u> | <u>Net Decrease</u> |
|------------------|-------------|-------------|-----------------|-----------------|-------------------------|
| Two-year | 2,304 | 1,622 | | 682 | |
| Secondary School | 722 | 754 | 32 | | |
| Art | 72 | 45 | | 27 | |
| Commerce | 115 | 94 | | 21 | |
| Health | 350 | 208 | | 142 | |
| Home Economics | 84 | 86 | 2 | | |
| Ind. Arts | 61 | 57 | | 4 | |
| Kindergarten | - | 11 | 11 | | |
| Music | <u>133</u> | <u>99</u> | | <u>34</u> | |
| Total | 3,841 | 2,976 | 45 | 910 | 865 |

Recommendation

In the light of the above facts it is the recommendation of the committee that the enrollments at the several state teachers colleges should be maintained at the quotas assigned for the first semester of 1932-33, and that a continuing study be inaugurated to determine accurately the supply and demand of new teachers in order to anticipate and prevent a repetition in the future of the serious shortage of teachers of 1921, and that any limitation of enrollment in institutions approved for teacher preparation be conditioned on the findings of such study."

On motion of Doctor Eisenberg seconded by Doctor Tanger it was voted that in view of the remarks made and the situation as understood by all, the very excellent report made by Doctor Riemer be accepted with thanks and consideration given to it at some subsequent meeting of the Board.

4. Report of committee on "Standardization of Printed Forms"

a. Student Progress Card

Doctor Haas, Chairman of the committee, reported progress.

5. Report of committee on "Uniform Entrance Blanks"

Doctor Steele reported that they had received a shipment of paper and were now ready to print the orders for the several colleges on entrance blanks to be used within the institutions. These print jobs are to be done in the print shop as student projects.

Doctor Tanger stated that they also were in a position to do some of this work in the print shop as student projects for the industrial arts curriculum.

6. Report of Joint Committee on "Teacher Preparation"

Doctor Eisenberg, Chairman of the committee representing the State Teachers Colleges, reported for the committee.

He stated that the committee had had two meetings with the liberal arts college presidents. At the first meeting they had a general discussion of the question and then they agreed to meet at a later time. A sub-committee of two from the teachers college group and a similar number from the liberal arts colleges agreed to meet and discuss the matter further concerning certain principles. This was done and then the entire group met for a second meeting. The meeting adjourned with the agreement that each would report to their respective groups the general discussion and the principles agreed upon. They also agreed to have another meeting, Monday, March 20, 1933 in Harrisburg.

Doctor Steele took notes for the teachers college group and Doctor Hanson for the liberal arts college group.

Doctor Hanson drew up a brief in which he referred to seven general statements which were more or less agreed to in a tentative fashion.

Doctor Eisenberg read the brief prepared by Doctor Hanson as his understanding of the meeting.

Doctor Eisenberg stated that he felt the committee should be instructed on any proposals to which the Board of Presidents might agree in order that they may more intelligently confer with the entire group when they next meet.

Doctor Steele's report follows:

"B R I E F

Covering proposals for a cooperative arrangement between the Liberal Arts Colleges and the Teachers Colleges for the preparation of teachers

1. The basic principle on which any system of teacher education must be built up is the interests and welfare of the children of the public school.

No scheme of cooperation between the Liberal Arts Colleges and the Teachers Colleges can be discussed from any angle which omits this basic principle. It is natural for each group of institutions to approach the problem from the basis of self-interest, protection, or institutional ambition and to seek an exclusive field for exploitation.

2. The second principle which must govern a system of teacher training is that the Commonwealth must accept the responsibility for controlling and directing teacher education in order to fulfill the constitutional mandate 'to provide for the maintenance and support of a thorough and efficient system of public schools, wherein all the children of this Commonwealth above the age of six years may be educated, and shall appropriate at least one million dollars each year for that purpose.'

In order to do this the Commonwealth must set standards and develop patterns for the training of teachers for all grades of the public school system. It may not grant exclusive rights to any field of teacher education that limits the State's authority to determine the quality of teacher preparation.

3. The Commonwealth is responsible for the setting of high standards of preparation for teaching regardless of the field in which this teaching is done and is also responsible for the rigid enforcement of these standards regardless of the institution in which the training is done. In other words the State is responsible for fixing the standards and seeing to it that no institution, whether State controlled, State aided, or private, is

accredited for the preparation of teachers until and unless these standards are met. It should also provide for careful inspection and for the rigid enforcement of the standards set.

4. It is desirable that the most efficient and most economical system of teacher education be established.

Reasonable attention must be given to the supply and demand for teachers. Enough teachers must be prepared for every level of teaching to allow a safety margin and provide for selection. It is obviously inefficient and uneconomical, however, to prepare many more teachers than are actually needed for the service. It would seem possible, therefore, to effect a satisfactory and constructive arrangement for cooperation between the Teachers Colleges and the Liberal Arts Colleges and Universities of the Commonwealth that would fix the major responsibilities of each type of institution and prevent unnecessary and harmful competition or duplication. With this end in view the following proposals are presented for such a scheme:

- a. It is proposed that at the earliest possible time the standard of training for the elementary schools be made four years of post high school training;
- b. The standard of training for the secondary schools, five years of post high school training;
- c. The fifth year shall be graduate work and shall be taken in a recognized Graduate School or Graduate Department of Education. It would be necessary here for the State Council of Education or some other body to set standards and determine the accreditation of acceptable graduate departments. It is expected that this year of graduate work would be concerned chiefly with professional work in the case of Liberal Arts graduates, and with additional subject matter work for Teachers College graduates who seek certification for the high school field.
- d. At the earliest possible time a single minimum salary schedule for each level of training should be established. That is, there should be no distinction made for different grades where equal training has been secured and equal quality of work done. The minimum suggested is \$100 per

month minimum for the four year level and 125 minimum for the five year level.

- e. The Teachers Colleges shall concentrate their work on the elementary field and shall only engage in the preparation of secondary teachers to the extent and under the conditions prescribed by the State Council of Education. It is proposed here that the Teachers Colleges shall, beginning September 1, 1933, restrict admissions of students who desire training for the secondary field to the numbers prescribed by the State Council of Education.
- f. The Liberal Arts Colleges shall confine their work so far as it is possible to the four years of academic preparation for high school teachers and shall only engage in the training of elementary teachers to the extent and under the conditions that may be prescribed by the State Council of Education for experimental work. In any case where the Liberal Arts Colleges continue the preparation of elementary education after September 1, 1933, they shall be required to meet the same standards now required by the American Association of Teachers Colleges for teachers colleges for laboratory schools, libraries, and supervision of student teaching.
- g. The field of the special subjects such as Art, Music, Health Education, Home Economics, Industrial Arts and Commercial Education, shall be considered the field of the Teachers Colleges and of such institutions as are now accredited in these specific fields. Additional courses shall not be approved until it is clearly shown that the demand for teachers demonstrates the need for such additional departments or courses.
- h. The junior high school field and the departmentalized 7th, 8th, and 9th grades shall be considered as an overlapping field until such time as it is considered advisable by the State Council of Education to apply the requirement of five years of training for teachers in these fields.
- i. Definite standards shall be set up under the direction of the State Council of Education to include requirements for laboratory schools, library facilities, et cetera for the institutions, and requirements for certification restricted to the junior high school field for the transition period.

- j. State aided institutions shall confine their work to the graduate field and to graduate courses for supervisory officers."

On motion of Doctor Haas seconded by Doctor Tanger it was voted that the report be accepted with thanks and that the report be used as a basis for further discussion with the thought in mind that the committee will keep the members of the Board informed as to the findings.

7. Question of policy in the matter of issuing certificates in certain specific cases

Doctor Rule stated that the State Council of Education had asked for some specific information and advice with reference to issuing certificates in certain cases.

Doctor Rule specifically stated the case in question and asked what the pleasure of the Board was with reference to this or other similar cases.

Doctor Haas suggested that all cases be considered on their merits and on the basis of the recommendation of the faculty who are responsible for the graduation and completion of courses.

Doctor Rule stated that he agreed with the suggestion made by Doctor Haas.

III. New Business

1. Additional courses for the summer session

Doctor Foster asked that this item be postponed until the next meeting.

2. Enrollments in the State Teachers Colleges as of February 15, 1933

Mr. Klonower explained that these enrollment charts had been mailed to the several institutions for checking purposes and as soon as the final checked copies were received, the corrected copies would be mailed to the Presidents for distribution.

3. Professional Status of Teachers as of November 1, 1932

Mr. Klonower stated that a copy of this chart had been mailed to each President with a letter of explanation indicating the advances made by the several school districts.

4. List of graduates who received certificates of graduation as of January 1933

Mr. Klonower explained that a copy of this chart had been mailed to each President and a copy would be filed in the minutes of the meeting of the Board.

5. Number of degree graduates indicating the elective fields

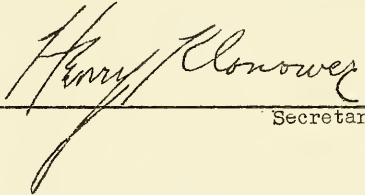
Mr. Klonower explained that a copy of this chart indicating the elective fields of the degree graduates had been mailed to each institution and a copy would be filed in the minutes of the meeting of the Board.

IV. Miscellaneous

1. Legislative Letter of Superintendent

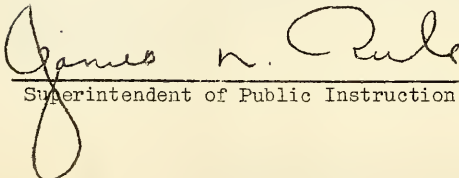
Doctor Rule distributed copies of his weekly legislative letter to County and District Superintendents for the information of the Presidents. He also distributed a copy of a letter issued by the Executive Board of Pennsylvania State School Directors' Association.

On motion of Doctor Eisenberg seconded by Doctor Tanger it was voted to adjourn at 2:00 P. M. to meet at the call of the Chairman.


Secretary

Approved:

April 4, 1933


Superintendent of Public Instruction

SUMMARY OF ENROLLMENTS IN PENNSYLVANIA STATE TEACHERS COLLEGES

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

Covering Number of Different Students as of February 15, 1933

| Class I Students Full-Time Teacher Training in Regular Curricula As of February 15, 1933 | T O T A L | Bloomsburg | California | Cheyney | Clarion | E. Stroudsburg | Edinboro | Indiana | Kutztown | Lock Haven | Mansfield | Millersville | Shippensburg | Slippery Rock | West Chester | Class II Students in Extension Courses | Number of Centers where Classes are Held | Enroll- ment of Teachers in Service | Length of Lessons in Minutes | Number of Day and Resident Students | | | | | | | | |
|--|-----------|------------|------------|---------|---------|----------------|----------|---------|----------|------------|-----------|--------------|--------------|---------------|--------------|--|--|---|--|-------------------------------------|---------------|---------|---------------|-----------|---------------|-----------|---------------|--|
| | | | | | | | | | | | | | | | | | | | | Total | | Class I | | Class III | | Class IVA | | |
| | | | | | | | | | | | | | | | | | | | | Day | Resi- dent | Day | Resi- dent | Day | Resi- dent | Day | Resi- dent | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | |
| (a) TOTAL Class I Students | 9019 | 611 | 619 | 144 | 348 | 680 | 489 | 1264 | 514 | 586 | 676 | 556 | 568 | 797 | 1167 | T O T A L | 1 | 22 | 120 | 5415 | 4446 | 4574 | 4445 | 731 | 1 | 110 | - | |
| All Elementary | 106 | - | - | 8 | 6 | 12 | 4 | 36 | 4 | 10 | 5 | 1 | 3 | 13 | 4 | Bloomsburg | - | - | - | 436 | 286 | 326 | 295 | 45 | 1 | 65 | - | |
| Four-year Elementary (Primary) | 1581 | 107 | 132 | 32 | 97 | 71 | 74 | 224 | 118 | 143 | 80 | 98 | 83 | 152 | 170 | California | - | - | - | 724 | 99 | 520 | 99 | 180 | - | 24 | - | |
| Four-year Elementary (Intermediate) | 775 | 51 | 58 | 17 | 32 | 44 | 41 | 99 | 70 | 80 | 43 | 43 | 31 | 78 | 88 | Cheyney | - | - | - | 75 | 69 | 75 | 69 | - | - | - | - | |
| Four-year Elementary (Rural) | 124 | 8 | 10 | 3 | 4 | 7 | 4 | 17 | 5 | 10 | 8 | 9 | 14 | 8 | 17 | Clarion | - | - | - | 239 | 112 | 236 | 112 | 3 | - | - | - | |
| Secondary | 48 | 4 | 4 | - | 4 | 1 | 2 | 6 | 7 | 5 | 4 | 5 | 2 | 1 | 3 | East Stroudsburg | 1 | 22 | 120 | 159 | 527 | 153 | 527 | 6 | - | - | - | |
| Art | 1147 | 89 | 104 | 39 | 56 | 73 | 68 | 147 | 68 | 90 | 73 | 59 | 74 | 110 | 97 | Edinboro | - | - | - | 351 | 152 | 337 | 152 | 14 | - | - | - | |
| Commerce | 120 | 6 | 8 | 8 | 5 | 3 | 5 | 15 | 11 | 14 | 7 | 5 | 9 | 8 | 16 | Indiana | - | - | - | 572 | 845 | 419 | 845 | 148 | - | 5 | - | |
| Health Education | 62 | 2 | 13 | 8 | 2 | 1 | 1 | 8 | 8 | 3 | 3 | 3 | 3 | 2 | 5 | Kutztown | - | - | - | 347 | 289 | 225 | 289 | 111 | - | 11 | - | |
| Home Economics | 152 | 21 | - | - | 11 | - | - | - | 21 | - | - | 25 | 45 | 4 | 25 | Lock Haven | - | - | - | 351 | 235 | 351 | 235 | - | - | - | - | |
| Industrial Arts | 9 | - | - | - | - | - | - | - | - | - | - | 6 | 1 | - | 2 | Mansfield | - | - | - | 355 | 334 | 342 | 334 | 8 | - | 5 | - | |
| Music | 4 | - | - | - | - | - | - | - | - | - | - | 3 | - | - | 1 | Millersville | - | - | - | 427 | 230 | 326 | 230 | 101 | - | - | - | |
| Others | 736 | 45 | 80 | - | 46 | 28 | 49 | 59 | 35 | 63 | 59 | 52 | 67 | 57 | 96 | Shippensburg | - | - | - | 303 | 285 | 283 | 285 | 20 | - | - | - | |
| Class V Pupils | 724 | 63 | 39 | - | 42 | 38 | 44 | 60 | 46 | 46 | 58 | 74 | 74 | 59 | 81 | Slippery Rock | - | - | - | 578 | 246 | 551 | 246 | 27 | - | - | - | |
| Practice School | 679 | 54 | 46 | - | 17 | 47 | 49 | 81 | 39 | 55 | 57 | 50 | 75 | 35 | 74 | West Chester | - | - | - | 498 | 737 | 430 | 737 | 68 | - | - | - | |
| COLLEGES | 607 | 64 | 41 | - | 24 | 22 | 36 | 72 | 32 | 34 | 61 | 55 | 80 | 27 | 59 | | | | | | | | | | | | | |
| Class I Full-time Students Regular Curricula | 50 | - | - | - | - | - | 27 | 12 | 11 | - | - | - | - | - | - | | | | | | | | | | | | | |
| Class III Part-time Campus Students taking less than 13 s.h. | 59 | - | - | - | - | - | 27 | 20 | 12 | - | - | - | - | - | - | | | | | | | | | | | | | |
| Class IV (Part-time Studio Students Lessons Individual Teacher-Pupil Basis) | 47 | - | - | - | - | - | 24 | 12 | 11 | - | - | - | - | - | - | | | | | | | | | | | | | |
| A. Part-time ONLY | 64 | - | - | - | - | - | 34 | 14 | 16 | - | - | - | - | - | - | | | | | | | | | | | | | |
| B. Regular Students-EXTRA Work | 95 | 24 | - | - | - | - | - | 71 | - | - | - | - | - | - | - | | | | | | | | | | | | | |
| TOTAL | 89 | 32 | - | - | - | - | - | 57 | - | - | - | - | - | - | - | | | | | | | | | | | | | |
| MUSIC | 77 | 32 | - | - | - | - | - | 45 | - | - | - | - | - | - | - | | | | | | | | | | | | | |
| OTHERS | 43 | 9 | - | - | - | - | - | 34 | - | - | - | - | - | - | - | | | | | | | | | | | | | |
| TOTAL | 191 | - | - | - | - | 83 | - | - | - | - | - | - | - | 53 | 55 | | | | | | | | | | | | | |
| Bloomsburg | 209 | - | - | - | - | 79 | - | - | - | - | - | - | - | 69 | 61 | | | | | | | | | | | | | |
| California | 207 | - | - | - | - | 92 | - | - | - | - | - | - | - | 65 | 50 | | | | | | | | | | | | | |
| Cheyney | 170 | - | - | - | - | 79 | - | - | - | - | - | - | - | 42 | 49 | | | | | | | | | | | | | |
| Clarion | 77 | - | - | 4 | - | - | - | 43 | - | - | 30 | - | - | - | - | | | | | | | | | | | | | |
| East Stroudsburg | 54 | - | - | 4 | - | - | - | 25 | - | - | 25 | - | - | - | - | | | | | | | | | | | | | |
| Edinboro | 39 | - | - | 5 | - | - | - | 15 | - | - | 19 | - | - | - | - | | | | | | | | | | | | | |
| Indiana | 40 | - | - | 4 | - | - | - | 15 | - | - | 21 | - | - | - | - | | | | | | | | | | | | | |
| Kutztown | 51 | - | 25 | 4 | - | - | - | - | - | - | 22 | - | - | - | - | | | | | | | | | | | | | |
| Lock Haven | 48 | - | 25 | 2 | - | - | - | - | - | - | 21 | - | - | - | - | | | | | | | | | | | | | |
| Mansfield | 40 | - | 20 | 3 | - | - | - | - | - | - | 17 | - | - | - | - | | | | | | | | | | | | | |
| Millersville | 15 | - | 4 | 3 | - | - | - | - | - | - | 8 | - | - | - | - | | | | | | | | | | | | | |
| Shippensburg | 11 | - | - | - | - | - | - | - | - | 11 | - | - | - | - | - | | | | | | | | | | | | | |
| Slippery Rock | 5 | - | - | - | - | - | - | - | - | 5 | - | - | - | - | - | | | | | | | | | | | | | |
| West Chester | 13 | - | - | - | - | - | - | - | - | 13 | - | - | - | - | - | | | | | | | | | | | | | |
| TOTAL | 97 | - | - | - | - | - | - | 24 | - | - | 32 | - | - | - | 41 | | | | | | | | | | | | | |
| Bloomsburg | 102 | - | - | - | - | - | - | 23 | - | - | 31 | - | - | - | 48 | | | | | | | | | | | | | |
| California | 102 | - | - | - | - | - | - | 15 | - | - | 29 | - | - | - | 58 | | | | | | | | | | | | | |
| Cheyney | 96 | - | - | - | - | - | - | 15 | - | - | 26 | - | - | - | 55 | | | | | | | | | | | | | |
| Clarion | 50 | - | 10* | - | 2* | - | - | - | - | - | 5* | - | 7* | 14* | 12* | | | | | | | | | | | | | |
| E. Stroudsburg | 19400 | 305 | 1103 | 382 | 453 | 656 | 1311 | 1884 | 1118 | 885 | 820 | 443 | 1413 | 1071 | 4556 | | | | | | | | | | | | | |
| Edinboro | 4121 | 257 | 190 | 73 | 250 | 323 | - | 421 | 297 | 370 | 512 | 443 | 195 | 510 | 280 | | | | | | | | | | | | | |
| Indiana | 10396 | 2713 | 313 | - | 203 | 333 | 1311 | 653 | 510 | 515 | 170 | - | 1218 | - | 2457 | | | | | | | | | | | | | |
| Kutztown | 4893 | 335 | 600 | 309 | - | - | - | 810 | 311 | - | 138 | - | - | 561 | 1819 | | | | | | | | | | | | | |

*College Graduates

DISTRIBUTION OF STUDENTS BY COUNTIES IN STATE TEACHERS COLLEGES

As of FEBRUARY 15, 1933

| COUNTY | TOTAL | Bloomsburg | California | Cheyre | Clarion | East Stroudsburg | Edinboro | Indiana | Kutztown | Lock Haven | Mansfield | Millersville | Shippensburg | Slippery Rock | West Chester |
|-------------------------|-------|------------|------------|--------|---------|------------------|----------|---------|----------|------------|-----------|--------------|--------------|---------------|--------------|
| TOTAL | 9019 | 611 | 619 | 144 | 348 | 680 | 489 | 1264 | 514 | 586 | 676 | 556 | 568 | 797 | 1167 |
| Adams | 37 | 1 | - | - | - | - | - | - | 1 | 2 | - | 2 | 26 | - | 5 |
| Allegheny | 565 | 1 | 77 | 10 | 7 | 2 | 29 | 211 | - | 3 | 2 | 3 | 1 | 213 | 6 |
| Armstrong | 111 | - | 2 | - | 21 | 1 | 3 | 62 | - | - | - | 1 | - | 21 | - |
| Beaver | 78 | - | 2 | - | - | - | 13 | 27 | - | 2 | 1 | - | - | 32 | 1 |
| Bedford | 62 | - | - | - | - | 1 | - | 13 | - | 8 | - | 2 | 32 | 1 | 5 |
| Berks | 268 | 2 | - | - | - | 24 | - | 1 | 190 | 2 | 7 | 11 | 1 | - | 30 |
| Blair | 133 | - | - | 1 | - | 4 | - | 46 | 1 | 34 | 1 | 3 | 29 | 7 | 7 |
| Bradford | 106 | 2 | - | - | - | 9 | - | 2 | - | - | 86 | 3 | - | - | 4 |
| Bucks | 78 | 1 | - | 1 | - | 9 | - | - | 8 | - | - | 3 | 4 | - | 52 |
| Butler | 210 | - | 1 | - | 3 | - | 4 | 11 | - | - | - | - | - | 191 | - |
| Cambria | 193 | 1 | - | - | 2 | - | - | 110 | - | 49 | - | 1 | 11 | 12 | 7 |
| Cameron | 4 | - | - | - | - | - | - | - | - | 3 | 1 | - | - | - | - |
| Carbon | 83 | 2 | - | - | - | 37 | 2 | 2 | 12 | 1 | 5 | - | - | - | 22 |
| Center | 49 | - | - | - | 1 | - | - | 3 | - | 40 | 2 | 1 | - | 1 | 1 |
| Chester | 214 | 1 | - | 9 | - | 1 | 2 | - | 1 | 1 | - | 15 | - | - | 184 |
| Clarion | 173 | - | - | - | 164 | - | 1 | 4 | - | 2 | - | - | - | 2 | - |
| Clearfield | 113 | - | - | - | 15 | - | 2 | 34 | - | 56 | 2 | - | - | 2 | 2 |
| Clinton | 187 | - | - | - | - | - | - | 1 | - | 186 | - | - | - | - | - |
| Columbia | 209 | 197 | - | - | - | 3 | - | 1 | 1 | - | 5 | 1 | - | - | 1 |
| Crawford | 103 | - | 1 | - | 3 | - | 75 | 10 | - | - | - | - | - | 12 | 2 |
| Cumberland | 155 | 3 | 1 | - | - | 1 | 3 | 5 | - | - | 2 | 3 | 122 | - | 15 |
| Dauphin | 165 | 8 | - | 6 | - | 4 | 5 | 8 | 1 | 3 | 6 | 9 | 72 | - | 43 |
| Delaware | 212 | 1 | - | 20 | - | 3 | - | 1 | - | - | 1 | 7 | 2 | - | 177 |
| Elk | 38 | - | - | - | 5 | - | 7 | 13 | - | 11 | 2 | - | - | - | - |
| Erie | 259 | - | - | - | 2 | - | 240 | 4 | - | 3 | 2 | - | - | 7 | 1 |
| Fayette | 212 | - | 159 | 4 | - | - | 3 | 37 | - | - | 2 | 1 | - | 5 | 1 |
| Forest | 5 | - | - | - | 3 | - | - | - | - | - | 1 | - | - | 1 | - |
| Franklin | 150 | - | - | - | - | 1 | - | 3 | 1 | 1 | 3 | 2 | 132 | - | 7 |
| Fulton | 13 | - | - | - | - | 1 | - | - | - | - | - | - | 11 | 1 | - |
| Greene | 22 | - | 16 | - | 1 | - | - | 3 | - | - | 1 | - | - | 1 | - |
| Huntingdon | 36 | - | - | - | - | 1 | - | 3 | - | 10 | 1 | - | 19 | - | 2 |
| Indiana | 310 | - | - | - | 2 | - | - | 300 | - | 2 | - | 1 | - | 5 | - |
| Jefferson | 128 | - | - | - | 60 | - | 1 | 54 | - | 4 | 6 | - | - | 2 | 1 |
| Juniata | 14 | 2 | - | - | - | - | - | 1 | - | 1 | - | 1 | 7 | - | 2 |
| Lackawanna | 213 | 36 | - | - | - | 99 | - | 4 | 3 | 5 | 41 | 2 | - | - | 23 |
| Lancaster | 384 | 1 | - | - | - | 2 | 1 | 2 | - | - | 4 | 342 | 2 | - | 50 |
| Lawrence | 119 | - | - | - | 3 | - | 3 | 12 | - | - | 2 | - | - | 98 | 1 |
| Lebanon | 47 | - | - | - | - | 6 | - | 2 | 2 | 1 | 1 | 20 | 1 | - | 14 |
| Lehigh | 181 | 5 | - | - | - | 20 | 1 | 1 | 98 | 2 | 1 | 3 | 1 | - | 49 |
| Luzerne | 418 | 154 | - | - | - | 119 | 4 | 7 | 10 | 4 | 59 | 6 | - | - | 55 |
| Lycoming | 136 | 6 | - | - | - | 10 | - | 1 | 1 | 74 | 27 | - | - | 1 | 16 |
| McKean | 66 | - | - | - | 8 | - | 7 | 9 | - | 13 | 20 | - | - | 4 | 5 |
| Mercer | 111 | 1 | - | - | 4 | - | 25 | 10 | - | 2 | - | - | - | 69 | - |
| Mifflin | 38 | 2 | - | - | - | - | - | 6 | - | 3 | - | 2 | 17 | - | 8 |
| Monroe | 125 | - | - | - | - | 117 | 1 | 1 | - | - | 1 | 1 | - | - | 4 |
| Montgomery | 135 | 3 | 2 | 2 | - | 4 | 1 | 2 | 11 | 2 | 4 | 7 | 1 | - | 96 |
| Montour | 16 | 13 | - | - | - | 2 | - | - | - | - | - | - | - | - | 1 |
| Northampton | 141 | 2 | - | - | - | 50 | - | 4 | 40 | 2 | 1 | 4 | - | - | 38 |
| Northumberland | 145 | 85 | - | - | - | 14 | - | 3 | 9 | 5 | 3 | 9 | - | - | 17 |
| Perry | 42 | 1 | - | - | - | - | - | - | - | 1 | 4 | 4 | 22 | 1 | 9 |
| Philadelphia | 156 | 2 | - | 79 | - | 2 | - | - | 1 | - | 1 | 1 | - | - | 70 |
| Pike | 20 | - | - | - | - | 17 | - | - | 1 | - | 1 | - | - | - | 1 |
| Potter | 45 | 1 | - | - | - | 1 | - | 1 | 1 | 2 | 34 | 1 | - | 3 | 1 |
| Schuylkill | 294 | 48 | - | - | - | 35 | 1 | 4 | 113 | 3 | 9 | 18 | - | - | 63 |
| Snyder | 16 | 5 | - | - | - | 1 | - | - | - | 4 | 1 | - | 2 | - | 3 |
| Somerset | 93 | - | 15 | - | - | - | 2 | 38 | - | 16 | 1 | 3 | 12 | 4 | 2 |
| Sullivan | 9 | - | - | - | - | - | - | - | - | - | 9 | - | - | - | - |
| Susquehanna | 76 | 7 | - | - | - | 14 | - | 3 | - | - | 47 | 1 | - | - | 4 |
| Tioga | 215 | - | - | - | - | 1 | - | - | - | 2 | 211 | - | - | - | 1 |
| Union | 16 | 6 | - | - | - | 4 | - | - | - | 2 | 2 | - | - | - | 2 |
| Venango | 80 | - | - | - | 30 | - | 16 | 6 | - | 2 | - | - | - | 26 | - |
| Warren | 40 | - | - | - | 5 | - | 20 | 3 | - | 5 | 1 | 1 | 2 | 2 | 1 |
| Washington | 307 | - | 255 | 1 | 1 | - | 6 | 29 | - | 1 | 2 | - | - | 11 | 1 |
| Wayne | 35 | 2 | - | - | - | 15 | - | - | 2 | 2 | 11 | - | - | - | 3 |
| Westmoreland | 318 | - | 88 | 2 | 8 | - | 10 | 140 | - | 6 | 1 | 1 | 2 | 58 | 2 |
| Wyoming | 32 | 2 | - | - | - | 9 | - | - | - | - | 20 | - | - | - | 1 |
| York | 168 | 3 | - | - | - | 1 | - | 6 | 3 | 2 | 6 | 60 | 36 | 4 | 47 |
| Total from Pennsylvania | 8932 | 607 | 619 | 135 | 348 | 645 | 488 | 1264 | 511 | 585 | 664 | 556 | 567 | 797 | 1146 |
| From other states | 87 | 4 | - | 9 | - | 35 | 1 | - | 3 | 1 | 12 | - | 1 | - | 21 |

List of Graduates who Received Certificates of Graduation
JANUARY 1933
Classified According to Curriculums Completed

| State | Total Number of Graduates All Curriculums | Two-year Curriculums | | | | | | Four-year Curriculums | | | | | | | | | | No. Graduates with NO Previous Tch. Experience | No. Teachers-in-Service Who Returned for Degree |
|----------------|---|----------------------|----------|-----------|--|---|--------------|-----------------------|--------------|-------|-----------|-----|----------|--------|----------------|-----------------|-------|--|---|
| | | Group I | Group II | Group III | No. Graduates with NO Previous Tch. Experience | No. Teachers-in-Service who Returned for Graduation | Kindergarten | Kindergarten-Primary | Intermediate | Rural | Secondary | Art | Commerce | Health | Home Economics | Industrial arts | Music | | |
| TOTAL | 292 | 168 | 60 | 33 | 15 | 160 | 8 | 124 | - | 3 | 3 | 6 | 3 | 6 | 1 | - | 2 | 74 | 50 |
| Bloomburg | 17 | 11 | 4 | 4 | 3 | 11 | - | 6 | - | - | - | - | - | - | - | - | - | 1 | 5 |
| California | 41 | 17 | 3 | 14 | - | 15 | 2 | 24 | - | 1 | 5 | - | - | - | - | - | - | 11 | 13 |
| Cheyney | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Claron | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| E. Stroudsburg | 20 | 10 | 1 | 5 | - | 10 | - | 10 | - | - | - | - | - | 2 | - | - | - | 8 | 2 |
| Edinboro | 15 | 8 | 2 | 6 | - | 8 | - | 11 | - | 2 | 1 | - | 6 | 2 | - | - | - | 6 | 5 |
| Indiana | 43 | 31 | 11 | 20 | - | 30 | 1 | 12 | - | 1 | 1 | - | 5 | 1 | 3 | - | - | 8 | 4 |
| Kutztown | 24 | 8 | 2 | 4 | 2 | 6 | 2 | 16 | - | 3 | 1 | - | 11 | 1 | - | - | - | 6 | 10 |
| Lock Haven | 26 | 15 | 3 | 10 | - | 15 | - | 7 | - | - | - | - | 7 | - | - | - | - | 7 | - |
| Mansfield | 10 | 6 | 3 | 3 | - | 6 | - | 4 | - | 1 | - | - | 3 | - | - | - | - | 3 | 1 |
| Millersville | 15 | 11 | 5 | 3 | 3 | 11 | - | 4 | - | - | - | - | 4 | - | - | - | - | 2 | 2 |
| Shippensburg | 27 | 18 | 7 | 6 | 5 | 17 | 1 | 5 | - | - | - | - | 3 | - | - | - | - | 4 | 5 |
| Slippery Rock | 27 | 15 | 6 | 3 | - | 13 | 2 | 12 | - | - | - | - | 9 | - | - | - | - | 9 | 3 |
| West Chester | 23 | 14 | 7 | 5 | 2 | 14 | - | 9 | - | 1 | 1 | - | 4 | - | - | - | - | 9 | - |

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

NUMBER OF DEGREE GRADUATES, INDICATING ELECTIVE FIELDS

STATE TEACHERS COLLEGES

JANUARY 1933

| Elective Field | Elective Field | English | French | Geography | Latin | Mathematics | Science | Social Studies | Other Combinations | | | | | | Number with no electives | TOTAL | |
|----------------|------------------|---------|--------|-----------|-------|-------------|---------|----------------|--------------------|-------------------------|--------------------------|----------------------------|---------|------------------------|--------------------------|-------|----------------------------|
| | | | | | | | | | Biological Science | English and Mathematics | English and Social Stud. | Geog. & Math. (Elementary) | Library | Math. and Social Stud. | | | Science and Social Studies |
| SECONDARY | English | x | 3 | 2 | - | 4 | 2 | 21 | - | - | - | 1 | - | - | - | x | 33 |
| | French | x | x | - | - | 1 | - | 3 | - | - | 1 | - | - | - | - | x | 5 |
| | Geography | x | x | x | - | 2 | 2 | 9 | - | - | 3 | - | - | - | 1 | x | 17 |
| | Latin | x | x | x | x | - | - | 1 | - | 1 | - | - | - | - | - | x | 2 |
| | Mathematics | x | x | x | x | x | 10 | 4 | - | - | 2 | - | - | - | - | x | 16 |
| | Science | x | x | x | x | x | x | 6 | - | 1 | 4 | - | 1 | 4 | - | x | 16 |
| | Social Studies | x | x | x | x | x | x | x | 1 | - | - | - | - | - | - | x | 1 |
| SPECIAL | Art | 1 | - | - | - | - | - | 1 | - | - | 1 | - | - | - | - | 1 | 4 |
| | Commerce | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 3 | 3 |
| | Health Education | 1 | - | - | - | - | - | 2 | - | - | 1 | - | - | - | 1 | 1 | 6 |
| | Home Economics | 1 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 1 |
| | Industrial Arts | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Music | 2 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | 2 |
| Elementary | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | 18 | 18 |
| Kindergarten | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | - | - |
| TOTALS | 5 | 3 | 2 | - | 7 | 14 | 47 | 1 | 2 | 12 | 1 | 1 | 4 | 2 | 23 | 124 | |

1917

| No. | Name | Age | Sex | Profession | Religion | Marital Status | Children | Notes |
|-----|-----------------|-----|-----|------------|--------------|----------------|----------|-------|
| 1 | John Smith | 35 | M | Farmer | Methodist | Married | 2 | |
| 2 | Mary Jones | 28 | F | Homemaker | Baptist | Married | 1 | |
| 3 | Robert Brown | 42 | M | Teacher | Presbyterian | Married | 3 | |
| 4 | Elizabeth White | 55 | F | Widow | Quaker | Widowed | 0 | |
| 5 | James Wilson | 22 | M | Student | Methodist | Single | 0 | |
| 6 | Sarah Miller | 38 | F | Homemaker | Baptist | Married | 2 | |
| 7 | Thomas Moore | 48 | M | Blacksmith | Methodist | Married | 4 | |
| 8 | Anna Taylor | 60 | F | Widow | Presbyterian | Widowed | 0 | |
| 9 | William Clark | 30 | M | Farmer | Baptist | Married | 1 | |
| 10 | Elizabeth Adams | 45 | F | Homemaker | Methodist | Married | 3 | |
| 11 | George Baker | 50 | M | Teacher | Presbyterian | Married | 2 | |
| 12 | Margaret Green | 25 | F | Homemaker | Baptist | Married | 1 | |
| 13 | Richard King | 33 | M | Farmer | Methodist | Married | 2 | |
| 14 | Lucy Hill | 40 | F | Homemaker | Baptist | Married | 3 | |
| 15 | Henry Scott | 45 | M | Blacksmith | Methodist | Married | 2 | |
| 16 | Anna Lee | 52 | F | Widow | Presbyterian | Widowed | 0 | |
| 17 | John Davis | 28 | M | Student | Methodist | Single | 0 | |
| 18 | Mary Evans | 35 | F | Homemaker | Baptist | Married | 2 | |
| 19 | Robert Walker | 42 | M | Teacher | Presbyterian | Married | 3 | |
| 20 | Elizabeth Young | 55 | F | Widow | Quaker | Widowed | 0 | |
| 21 | James Hall | 22 | M | Student | Methodist | Single | 0 | |
| 22 | Sarah King | 38 | F | Homemaker | Baptist | Married | 2 | |
| 23 | Thomas Moore | 48 | M | Blacksmith | Methodist | Married | 4 | |
| 24 | Anna Taylor | 60 | F | Widow | Presbyterian | Widowed | 0 | |
| 25 | William Clark | 30 | M | Farmer | Baptist | Married | 1 | |
| 26 | Elizabeth Adams | 45 | F | Homemaker | Methodist | Married | 3 | |
| 27 | George Baker | 50 | M | Teacher | Presbyterian | Married | 2 | |
| 28 | Margaret Green | 25 | F | Homemaker | Baptist | Married | 1 | |
| 29 | Richard King | 33 | M | Farmer | Methodist | Married | 2 | |
| 30 | Lucy Hill | 40 | F | Homemaker | Baptist | Married | 3 | |
| 31 | Henry Scott | 45 | M | Blacksmith | Methodist | Married | 2 | |
| 32 | Anna Lee | 52 | F | Widow | Presbyterian | Widowed | 0 | |
| 33 | John Davis | 28 | M | Student | Methodist | Single | 0 | |
| 34 | Mary Evans | 35 | F | Homemaker | Baptist | Married | 2 | |
| 35 | Robert Walker | 42 | M | Teacher | Presbyterian | Married | 3 | |
| 36 | Elizabeth Young | 55 | F | Widow | Quaker | Widowed | 0 | |
| 37 | James Hall | 22 | M | Student | Methodist | Single | 0 | |
| 38 | Sarah King | 38 | F | Homemaker | Baptist | Married | 2 | |
| 39 | Thomas Moore | 48 | M | Blacksmith | Methodist | Married | 4 | |
| 40 | Anna Taylor | 60 | F | Widow | Presbyterian | Widowed | 0 | |
| 41 | William Clark | 30 | M | Farmer | Baptist | Married | 1 | |
| 42 | Elizabeth Adams | 45 | F | Homemaker | Methodist | Married | 3 | |
| 43 | George Baker | 50 | M | Teacher | Presbyterian | Married | 2 | |
| 44 | Margaret Green | 25 | F | Homemaker | Baptist | Married | 1 | |
| 45 | Richard King | 33 | M | Farmer | Methodist | Married | 2 | |
| 46 | Lucy Hill | 40 | F | Homemaker | Baptist | Married | 3 | |
| 47 | Henry Scott | 45 | M | Blacksmith | Methodist | Married | 2 | |
| 48 | Anna Lee | 52 | F | Widow | Presbyterian | Widowed | 0 | |
| 49 | John Davis | 28 | M | Student | Methodist | Single | 0 | |
| 50 | Mary Evans | 35 | F | Homemaker | Baptist | Married | 2 | |
| 51 | Robert Walker | 42 | M | Teacher | Presbyterian | Married | 3 | |
| 52 | Elizabeth Young | 55 | F | Widow | Quaker | Widowed | 0 | |
| 53 | James Hall | 22 | M | Student | Methodist | Single | 0 | |
| 54 | Sarah King | 38 | F | Homemaker | Baptist | Married | 2 | |
| 55 | Thomas Moore | 48 | M | Blacksmith | Methodist | Married | 4 | |
| 56 | Anna Taylor | 60 | F | Widow | Presbyterian | Widowed | 0 | |
| 57 | William Clark | 30 | M | Farmer | Baptist | Married | 1 | |
| 58 | Elizabeth Adams | 45 | F | Homemaker | Methodist | Married | 3 | |
| 59 | George Baker | 50 | M | Teacher | Presbyterian | Married | 2 | |
| 60 | Margaret Green | 25 | F | Homemaker | Baptist | Married | 1 | |
| 61 | Richard King | 33 | M | Farmer | Methodist | Married | 2 | |
| 62 | Lucy Hill | 40 | F | Homemaker | Baptist | Married | 3 | |
| 63 | Henry Scott | 45 | M | Blacksmith | Methodist | Married | 2 | |
| 64 | Anna Lee | 52 | F | Widow | Presbyterian | Widowed | 0 | |
| 65 | John Davis | 28 | M | Student | Methodist | Single | 0 | |
| 66 | Mary Evans | 35 | F | Homemaker | Baptist | Married | 2 | |
| 67 | Robert Walker | 42 | M | Teacher | Presbyterian | Married | 3 | |
| 68 | Elizabeth Young | 55 | F | Widow | Quaker | Widowed | 0 | |
| 69 | James Hall | 22 | M | Student | Methodist | Single | 0 | |
| 70 | Sarah King | 38 | F | Homemaker | Baptist | Married | 2 | |
| 71 | Thomas Moore | 48 | M | Blacksmith | Methodist | Married | 4 | |
| 72 | Anna Taylor | 60 | F | Widow | Presbyterian | Widowed | 0 | |
| 73 | William Clark | 30 | M | Farmer | Baptist | Married | 1 | |
| 74 | Elizabeth Adams | 45 | F | Homemaker | Methodist | Married | 3 | |
| 75 | George Baker | 50 | M | Teacher | Presbyterian | Married | 2 | |
| 76 | Margaret Green | 25 | F | Homemaker | Baptist | Married | 1 | |
| 77 | Richard King | 33 | M | Farmer | Methodist | Married | 2 | |
| 78 | Lucy Hill | 40 | F | Homemaker | Baptist | Married | 3 | |
| 79 | Henry Scott | 45 | M | Blacksmith | Methodist | Married | 2 | |
| 80 | Anna Lee | 52 | F | Widow | Presbyterian | Widowed | 0 | |
| 81 | John Davis | 28 | M | Student | Methodist | Single | 0 | |
| 82 | Mary Evans | 35 | F | Homemaker | Baptist | Married | 2 | |
| 83 | Robert Walker | 42 | M | Teacher | Presbyterian | Married | 3 | |
| 84 | Elizabeth Young | 55 | F | Widow | Quaker | Widowed | 0 | |
| 85 | James Hall | 22 | M | Student | Methodist | Single | 0 | |
| 86 | Sarah King | 38 | F | Homemaker | Baptist | Married | 2 | |
| 87 | Thomas Moore | 48 | M | Blacksmith | Methodist | Married | 4 | |
| 88 | Anna Taylor | 60 | F | Widow | Presbyterian | Widowed | 0 | |
| 89 | William Clark | 30 | M | Farmer | Baptist | Married | 1 | |
| 90 | Elizabeth Adams | 45 | F | Homemaker | Methodist | Married | 3 | |
| 91 | George Baker | 50 | M | Teacher | Presbyterian | Married | 2 | |
| 92 | Margaret Green | 25 | F | Homemaker | Baptist | Married | 1 | |
| 93 | Richard King | 33 | M | Farmer | Methodist | Married | 2 | |
| 94 | Lucy Hill | 40 | F | Homemaker | Baptist | Married | 3 | |
| 95 | Henry Scott | 45 | M | Blacksmith | Methodist | Married | 2 | |
| 96 | Anna Lee | 52 | F | Widow | Presbyterian | Widowed | 0 | |
| 97 | John Davis | 28 | M | Student | Methodist | Single | 0 | |
| 98 | Mary Evans | 35 | F | Homemaker | Baptist | Married | 2 | |
| 99 | Robert Walker | 42 | M | Teacher | Presbyterian | Married | 3 | |
| 100 | Elizabeth Young | 55 | F | Widow | Quaker | Widowed | 0 | |

Commonwealth of Pennsylvania
DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER BUREAU
Harrisburg

MEETING OF THE BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES

WEDNESDAY, May 10, 1933

D O C K E T

- I. Reading and consideration of the minutes of the meeting of the Board of Presidents, held at Harrisburg, March 17, 1933.
- II. Unfinished Business
1. Report of the Curricular Revision Committee
 2. Report of committee on "Uniform Fees, Deposits and Repayments"
 3. Report of committee on "Standardization of Printed Forms"
 - a. Student Progress Card
 4. Report of joint committee on "Teacher Preparation"
 5. Additional courses for the Summer Session
- III. New Business
1. High school graduates and the present economic situation
 2. State Standard Limited Certificate and the Normal School Certificate
 3. Budgets
 4. Report of special committee on salary

JOURNAL OF A MEETING
OF THE
BOARD OF PRESIDENTS, STATE TEACHERS COLLEGES
Wednesday, May 10, 1933

A special meeting of the Board of Presidents of the State Teachers Colleges of the Commonwealth of Pennsylvania was held in the Superintendent's Conference Room of the Department of Public Instruction, Harrisburg, Pennsylvania, and was called to order by the Chairman at 9:30 o'clock.

The following were present:

| | |
|------------------------|------------------|
| Francis B. Haas | Bloomsburg |
| Robert M. Steele | California |
| Leslie Pinckney Hill | Cheyney |
| G. C. L. Riemer | Clarion |
| T. T. Allen | East Stroudsburg |
| C. C. Crawford | Edinboro |
| Charles R. Foster | Indiana |
| Dallas W. Armstrong | Lock Haven |
| Landis Tanger | Millersville |
| Albert Lindsay Rowland | Shippensburg |
| J. Linwood Eisenberg | Slippery Rock |
| Norman W. Cameron | West Chester |

James N. Rule, Chairman
Henry Klowner, Secretary

Doctor A. C. Rothermel, President of the State Teachers College, Kutztown, was not present due to illness. He was represented by Mr. Elmer D. Bayer, Bursar.

Doctor William R. Straughn, President of the State Teachers College at Mansfield, was not present due to illness. He was represented by Doctor A. T. Belknap, Dean of Instruction.

I. Approval of the minutes of the meeting of the Board of Presidents, held in Harrisburg, March 17, 1933.

On motion of Doctor Eisenberg seconded by Doctor Foster it was voted that the minutes of the meeting of the Board of Presidents held March 17, 1933 be approved as submitted.

II. Unfinished Business

1. Report of the Curricular Revision Committee

Doctor Eisenberg, Chairman of the Curricular Revision Committee, reported that the syllabi had been printed, bound and forwarded to the State Teachers Colleges for distribution to the members of the instructional staffs.

2. Report of committee on "Uniform Fees, Deposits and Repayments"

In the absence of Doctor Straughn, Chairman of the Committee on "Uniform Fees, Deposits and Repayments", Doctor Steele reported for the committee.

Doctor Steele, reporting for the committee, submitted the following report for the consideration of the Board:

"UNIFORM FEES, DEPOSITS, and REPAYMENTS
IN THE STATE TEACHERS COLLEGES

Effective June 1, 1933

A. FEES

I. Student Activity Fee

A fee to be determined by each institution will be collected from all students and administered under regulations approved by the Board of Trustees through a cooperative organization. This fee will cover the cost of student activities in athletics, lectures, entertainments, student publications, et cetera.

II. Contingent Fee

1. Regular Session

A contingent fee for each student in each curriculum is charged as follows:

| | <u>Half Semester</u> |
|------------------------|----------------------|
| Elementary Curriculums | \$ 13.00 |
| Secondary Curriculums | 18.00 |
| Art | 27.00 |
| Commercial Education | 21.00 |
| Health Education | 27.00 |
| Home Economics | 36.00 |
| Industrial Arts | 27.00 |
| Music | 54.00 |

This fee covers registration and keeping of records of students, library, student welfare, health service (other than extra nurse and quarantine) and laboratory facilities.

2. Summer Session

- a. Five dollars per semester hour
A minimum contingent fee of fifteen dollars (\$15.00) will be charged.
- b. Contingent Fees - Special Curriculums

In addition to the above fees students in the special curriculums will be required to pay a fee to cover the cost of materials, supplies, equipment, and special services used in the laboratories, shops or studios of the special curriculums.

These additional contingent fees will be as follows:

| | <u>Summer Session</u> |
|----------------------|-----------------------|
| Art | \$ 6.00 |
| Commercial Education | 2.00 |
| Health Education | 6.00 |
| Home Economics | 12.00 |
| Industrial Arts | 6.00 |
| Music | 24.00 |

III. Housing Fee

1. Housing rate for students:

The housing rate for students shall be \$63.00 per one-half semester and \$42.00 for the Summer Session. This includes room, meals and limited laundry.

- (a) For rooms with running water an additional charge of \$9.00 per student per semester, or \$3.00 for the Summer Session may be made.
 - (b) No reduction in the rate is to be made for laundry done at home nor for absence of students who go home for a few days at a time.
 - (c) A student may, at the discretion of the President of the college, occupy a double room alone by paying an additional \$8.00 a semester or \$12.00 for the Summer Session.
 - (d) For the purpose of meeting the requirements in those colleges where off-campus rooming students board in the college dining room, and to meet the requirements of the Home Management Clubs in the two institutions maintaining home economics curriculums, the housing rate shall be divided \$2.00 for room rent and \$5.00 for table board.
2. Housing rate for employes other than those included in the State Classification Schedule (Faculty, clerks, etc.) shall be \$9.00 per week.
 3. The rate for transient meals shall be:
Breakfast, \$0.40; Lunch, \$0.40; Dinner, \$0.50.

IV. Damage Fee

Students shall be responsible for damages, or breakage or loss, or delayed return of college property.

V. Infirmary Fee

After three days in the college infirmary, the college shall charge an additional \$1.00 for each day.

Day students who may be admitted to the infirmary shall pay board at the rate of \$2.00 a day. This charge includes the regular nurse and regular medical service, but does not include special nurse or special medical service.

VI. Isolation Hospital Fee

If the college maintains an Isolation Quarantine Hospital for contagious diseases, the college shall charge \$10.00 per week additional, but this service charge does not include trained nurse or special medical service.

Day students, who may be admitted to the Quarantine Hospital shall pay the board rate of \$2.00 a day (see V above), and in addition shall pay \$10.00 a week, but this additional charge does not include trained nurse or special medical service.

VII. Tuition Fee

Students whose residence is out of the State shall be charged a fee of \$105.00 per semester; \$35.00 per Summer Session. (It is understood that this fee has been operative since June 1, 1929, for entering students only.)

Out-of-State students shall pay the contingent fee in addition to the tuition fee.

VIII. Private Instruction Fees

The charge for private lessons in music, in the State Teachers Colleges maintaining the special curriculum in music, shall be:

1. Voice, piano, band or orchestral instruments, \$24.00 per semester - for one lesson per week.

Pipe organ, \$42.00 per semester - for one lesson per week.
2. Rental of piano for practice, 1 period per day, \$6.00 per semester.

Rental of pipe organ for practice, 1 period per day, \$36.00 per semester.

Rental of band or orchestral instruments, \$6.00 per semester.
(For Summer Session the charge is one-third of above rates.)
3. The charge for private lessons in music in the State Teachers Colleges not maintaining the special music curriculum shall be fixed as follows:

The Board of Trustees of a State Teachers College not offering the special curriculum in music, may, subject to the approval of the Superintendent of Public Instruction, enter into contract with individuals to give private lessons in music in order to afford an opportunity for students to continue their musical education. Such agreement shall provide reasonable reimbursement to the institution for any service or overhead supplied by the institution.

IX. Degree Fee

A fee of \$5.00 shall be paid by each candidate for a degree to cover the cost of degree diploma.

X. Record Transcript Fee

One dollar (\$.1.00) shall be charged for the second and each subsequent transcript of records.

XI. Delinquent Accounts

No student shall be enrolled, graduated, or receive a transcript of his record until all previous charges have been paid.

B. DEPOSITS

Advance Registration Deposit

A deposit of \$10.00 shall be made by all students when they request registration. This is a guarantee of the intention of the student to enter college for the term or semester designated. It is deposited with the Revenue Department to the credit of the students contingent fee. If, however, the student notifies the college at least three weeks before the opening of college that he is unable to enter, or if the student is rejected by the college, repayment of this deposit will be made through the Department of Revenue, on application from the student through the college authorities.

Check or money order for this amount must be drawn to the Commonwealth of Pennsylvania.

C. NO OTHER FEES OR DEPOSITS PERMITTED

No fees or deposits, other than as specified above may be charged by a State Teachers College.

D. REPAYMENTS

I. Repayment will not be made:

1. To students who are temporarily suspended, indefinitely suspended, dismissed, or who voluntarily withdraw from college.
2. For any part of the advance registration deposit for any cause whatsoever except where students give notice of intention to withdraw at least three weeks before the college opens or when the student is rejected by the college.

II. A repayment will be made for personal illness, the same being certified to by an attending physician, or for such other reasons as may be approved by the Board of Trustees for the amount of the housing and contingent fees paid by the student for the part of the semester which the student does not spend in college.

III. The advance registration deposit will be returned to students provided they notify the college not less than three weeks before the opening of the semester or term of their intention not to attend, or provided the student is rejected by the college.

Committee:

Doctor Norman W. Cameron
Doctor Francis B. Haas
Doctor C. R. Foster
Doctor Robert M. Steele
Doctor William R. Straughn, Chairman

On motion of Doctor Rowland seconded by Doctor Eisenberg it was voted to delay discussion on the matter of "Uniform Fees, Deposits and Repayments" until after luncheon.

The Board adjourned at 12:25 to reconvene at 2:00 P.M.

Doctor Eisenberg stated that he thought the rate for board was too high and that this should be reduced. He felt that the rate should be about \$6.00 per week instead of \$7.00, and that the fee for board, room and laundry should be made payable one month in advance for such students who were not able to pay for one-half the semester as had been the practice.

Doctor Rule asked for an expression of opinion from the members of the Board on the following questions:

1. Do you feel the rate for room, board, and laundry should be \$7.00?
2. Do you feel the rate for room, board, and laundry should be reduced to \$6.00 with a slight increase in the contingent fee?

Doctor Tanger stated he favored the \$7.00 rate; Mr. Allen favored \$6.00 per week if the contingent fee were increased to \$100; Doctor Armstrong favored \$6.00; Doctor Riemer favored \$6.00; Doctor Crawford favored \$6.00; Doctor Haas stated that he favored the \$7.00; Doctor Hill favored \$6.00; Doctor Cameron favored \$7.00; Doctor Rowland favored \$7.00; Mr. Bayer, representing Doctor Rothermel in his absence favored \$7.00; Doctor Steele favored \$6.00; Doctor Eisenberg favored \$6.00; Doctor Belknap, representing Doctor Straughn, stated that he knew that Doctor Straughn was opposed to any increase at all in the contingent fee and he felt that he would prefer the \$7.00 to the \$6.00 rate; Doctor Foster favored the \$7.00 rate.

On motion of Doctor Eisenberg seconded by Mr. Allen it was voted that the housing fee be changed from \$7.00 to \$6.00 per week and the contingent fee increased to \$50.00 per semester. There were five votes for and nine votes against the motion.

Doctor Rule declared the motion lost.

On motion of Doctor Haas seconded by Doctor Foster it was voted that the report of the committee on "Uniform Fees, Deposits and Repayments" be adopted as submitted with the provision that the President of the institution may at his discretion authorize payments not less than one month in advance to worthy students.

3. Report of committee on "Standardization of Printed Forms"

a. Student Progress Card

Doctor Haas, Chairman of the Committee, reported progress.

4. Report of joint committee on "Teacher Preparation"

Doctor Eisenberg, Chairman of the Committee, reported for the committee. He stated that the committee was making progress. They had had further meetings of the joint committee and agreed, not unanimously, on certain general principles.

A committee of one representing the State Teachers Colleges and a committee of one representing the liberal arts colleges were deputized to deliver the report in person to the State Superintendent.

Doctor Eisenberg stated that he had delivered his report to the Superintendent and his thought was that the next move would be for the State Superintendent to bring this report to the Board.

Doctor Eisenberg further stated that Doctor Hanson was the committee of one representing the liberal arts colleges to deliver the report to the State Superintendent.

Doctor Cameron asked why it was not possible to have the report at once so that every member of the Board would be informed as to what has been suggested by the committee.

Doctor Eisenberg then stated that after conference with the State Superintendent concerning the report of the joint committee, it was decided that the ethics of the situation would be fully maintained if the Department of Public Instruction would mimeograph the report and send it to each of the Presidents within a short time and then have it brought before the Board for discussion at its next meeting.

The Board agreed to this suggestion.

5. Additional courses for the Summer Session

Doctor Foster stated that he had asked to have this item placed on the docket. He felt they were very well prepared at Indiana to offer certain courses which were not listed in the present curriculums. These could be offered as electives if approved by the State Superintendent.

Mr. Allen stated that it was his thought according to the present set-up that six semester hours were the maximum amount of free electives that could be offered in any one institution.

Doctor Rowland stated that if this were true, it did not give the institution a chance to exercise its judgment, or the students much choice in the selection of electives. In many cases he felt that the instructors were well equipped to offer other courses than those indicated in the approved curriculums.

It was suggested that this matter be referred to the Chairman of the Curricular Revision Committee, Doctor Eisenberg.

Doctor Eisenberg stated that it was his judgment that only six semester hours of free electives could be offered in any one curriculum for graduation, but that more courses could be offered if and when approved by the State Superintendent within the institution.

III. New Business

1. High school graduates and the present economic situation

Mr. Klonower stated that he had received a memorandum from Mr. Bristow some time ago in which it was indicated that approximately 55,000 young people would complete their courses in the public secondary and private secondary schools within a month or so. He further indicated that many of these young people had planned to go to college to continue their preparation, but due to the present economic conditions would not be able to follow their original plans for an education.

It was suggested that these young people be permitted to attend the State Teachers Colleges either as full-time students in four-year curriculums or in short courses designed in all the phases of citizenship. The curriculums

need have nothing to do with the preparation of teachers, but would be merely provided to take care of this emergency situation, particularly to get these young people off the streets and away from the breeding places of discontent.

Home-making, child-care, and domestic arts and science courses might be provided for the girls, while courses in commercial education and industrial arts could be provided for the boys.

Mr. Klonower further stated that if nothing else were accomplished these drifting young high school graduates would be housed in the dormitories under the most favorable influences that could touch them during their adolescent period.

He felt that here was an opportunity to render a type of service which ought not to be neglected. It might even be possible to get the support of the Association of College Presidents and that the Liberal Arts Colleges would each be willing to accept a quota of these 55,000 high school graduates.

Doctor Rowland stated that he felt it was wrong to give the impression that there were empty rooms in the dormitories of the State Teachers Colleges and facilities available to give recognition to this sort of thing. He further stated that at Shippensburg they expected to have every room filled, and the only way that such a condition could be met was by a very substantial provision of both space and money for this purpose.

Doctor Haas referred to that section of the School Code which states that students other than those preparing for teaching may at the approval of the State Superintendent and when it does not interfere with the teacher preparation program, enroll other students, but he pointed out that this provision had been entirely deleted at the recent session of the General Assembly.

The matter was dropped from the docket.

2. State Standard Limited Certificate and the Normal School Certificate

Doctor Eisenberg, Chairman of the Curricular Revision Committee, stated that the committee had given some consideration to this question and they recommended as follows:

If the Omnibus Bill is signed, the Board of Presidents recommends to the State Council of Education that the State Standard Limited Certificate be issued in place of the Normal School Certificate, effective for all students who enter subsequent to June 1, 1933.

On motion of Doctor Eisenberg seconded by Doctor Foster it was voted that the recommendation of the Curricular Revision Committee with reference to the State Standard Limited Certificate be referred to a committee for study and that a report be made at the next meeting of the Board.

3. Budgets

Doctor Rule stated that he would like to have the special committee on salary which has been studying this problem continue until the final allocations of the budgets are made. He felt that they had done a very helpful and instructive piece of work and he asked unanimous consent of the Board to continue the committee.

Doctor Cameron raised a question as to why such a large reserve of \$200,000 was held out since the original appropriation was considerably reduced.

Doctor Rule stated that this \$200,000 was held in reserve for two reasons; first, for almost immediate re-allocation, and secondly, for emergency purposes.

On motion of Doctor Eisenberg seconded by Doctor Steele it was voted to continue the special salary committee until the State Superintendent would discharge it.

4. Report of special committee on "Salary"

Doctor Haas, Chairman of the Committee, reported for the committee.

He stated that Doctor Rule had appointed the special committee of the Board April 19, 1933 to study the salary situation and see what the prospects were for the coming year.

The committee had had two meetings and on getting into the problem it was discovered that this question tied up with many other conditions.

Doctor Haas, reporting for the committee, submitted the following report for the consideration of the Board:

"Your special committee held a second meeting in the office of the Superintendent May 4, 1933 at 1:30 o'clock. The following were present: Doctor Rowland, Mr. Allen, Doctor Haas, Chairman, and Mr. McClure of the Department.

The committee reviewed the material presented to date and considered at length the tabulation of the figures developed by Mr. McClure under the plan sent you under date of April 24, 1933. The committee desires to emphasize the fact that it must be clearly understood that the object of the suggested proposal is to distribute as equitably as possible a fixed sum of money upon the basis of an actual current situation and thereby make it possible to estimate the probable future situation in terms of enrollment and fees. The committee submits for your consideration a modification of this plan developed by Mr. McClure and calls attention to the following major points involved in the revision:

1. The limit of enrollment used is developed from (a) the actual number of students who had a right to return to the institution and who did return as of October 15, 1932 and (b) 80% of the first semester Class I students as of October 15, 1931 which shall be the figure unless this total is less than 90% of the whole number of Class I students as of October 15, 1931 in which case such 90% shall be the figure.
2. Instead of the flat overhead proposed in the original plan there is substituted a figure which refines the overhead by distributing the institutions in four classes as follows:
 - A. Enrollment under 399, overhead \$15,456.
 - B. Enrollment 400-599, overhead \$22,701.
 - C. Enrollment 600-799, overhead \$24,601.
 - D. Enrollment over 800, overhead \$25,760.

The effect of this refinement is, of course, to relate the overhead allowance more closely to the actual situation.

The distribution of the proposals for the individual institutions as presented in the attached exhibit is based upon (a) a state appropriation of \$3,000,000, (b) the fees as suggested in the report of the Fee Committee and (c) the current enrollment as developed under the enrollment limitations approved for the current year by Doctor Rule.

After reviewing all the factors involved, the committee is of the opinion that the operations of the institutions for the current biennium will necessitate a probable salary reduction for all employes of at least 10% together with some reductions in the number of instructors. Therefore, the committee suggests for consideration the following general recommendations in order to meet the immediate emergency needs for the coming year because of the probable reduction in State appropriation and because of the necessity for preparing immediately a balanced budget for the ensuing year:

1. That beginning June 1, 1933 the compensation of all regular employes on either salary or wage payrolls be reduced 10%. (Note: Limitations of General Appropriation Act H.B. 260)
2. In applying the proposed salary reduction a basic exemption of \$1000 is contemplated, except that there shall be no exemptions for part-time and cooperative teachers.
3. It is contemplated that the proposed salary reduction will be based upon total compensation which shall include the cash salary plus maintenance, if any.
4. If the proposed adjustment of salaries is not sufficient to balance the budget on the instructional side after taking into consideration a proper distribution of general operation and housing costs, further reductions may be made, if and when the board of trustees of any teachers college shall present to the Superintendent of Public Instruction evidence

which shall convince him that the college does not and will not have sufficient funds to pay the salaries required by the salary schedule on the basis of this 10% reduction.

The advisability of reviewing further the salary situation for cooperative teachers was considered by the committee. A number of plans were discussed. There has been a steady improvement on the quality of the cooperative teaching under the incentive of the present schedule and we do not want to lose this improvement. It must be remembered also that while the colleges on the State side represent a system which can set uniform standards, the school districts, on the other hand, are divided by the State into classes of varying size and financial abilities. The colleges must be able within reasonable limit to adjust to these situations. Considering all the factors involved at the present time, the committee recommends that a special committee be appointed by the State Superintendent to study the present cooperative teaching situation and to make before the close of the 1933-34 college year a report with such recommendations as will improve the efficient and economical administration of this function.

It is understood, of course, that any plans proposed will be subject to such legislative action as may be approved by the Governor and to such regulations as the Governor may set under the authority of the Administrative Code, and, furthermore, that the first responsibility under the Appropriation Act is charged to the Superintendent and that any action of the Board of Presidents is in the nature of suggestions to him at his request.

RESOLVED: The Board of Presidents recommends for your favorable consideration the report of the Special Salary Committee as herewith presented as a suggestive basis for distributing the State appropriation for State Teachers Colleges and the Cheyney Training School for 1933-34.

Respectfully submitted,

Committee:

Albert Lindsay Rowland
T. T. Allen
Francis B. Haas, Chairman"

Doctor Cameron raised a question as to whether the salary reductions of 10% were to be taken from the salary as received for the current year or from the salary as it was last year before the increment was returned.

Doctor Rule stated that he felt it should be on this year's salary and that as closely as we held to the provisions of House Bill 1374 relative to the teacher salary situation, we would receive less criticism.

Doctor Steele stated that he agreed with what Doctor Cameron had stated; in some cases the people on the higher scale who had reached the limit of the classification did not need to return any part of their salary last year, because they had received no increment, but those on the lower levels who are gradually working their way to the top, were affected by the ruling and now they would receive another reduction.

Doctor Rule asked for an expression of opinion from each member of the Board stating that he would like to do just what the members of the Board felt was the right thing to do.

Doctor Cameron stated he favored the contract salary; Doctor Rowland favored the actual salary received for the year; Mr. Bayer, representing Kutztown, favored the actual salary; Doctor Eisenberg favored the actual salary for the present year; Doctor Belknap, representing Mansfield, stated he felt there would be fewer questions raised on the actual salary basis used; Doctor Foster favored the contract basis; Doctor Tanger favored the actual salary; Mr. Allen stated that he was somewhat in sympathy with what Doctor Steele had stated, but he favored the actual salary basis as a matter of necessity; Doctor Armstrong favored the actual salary basis; Doctor Riemer favored the contract salary; Doctor Crawford favored the actual salary received; Doctor Hill favored the actual salary basis.

Doctor Rule stated that it appeared the majority favored the actual salary basis being used.

On motion of Doctor Haas seconded by Doctor Rowland it was voted that the Board of Presidents recommend for the favorable consideration of the State Superintendent the report of the Special Salary Committee as presented by Doctor Haas as a suggestive basis for distributing the State appropriation for the State Teachers Colleges and the Cheyney Training School for 1933-34.

IV. Miscellaneous

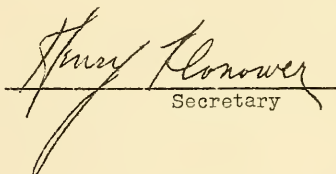
1. Proposed meeting of the Deans
of Instruction

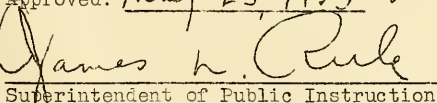
Mr. Klonower stated that it had been suggested that a meeting of the Deans of Instruction be held at an early date in order to discuss some of the questions which have come up in the evaluation of credentials and in order to assure a uniform policy in these matters.

On motion of Doctor Rowland seconded by Doctor Foster it was voted that the Board authorize the Director of the Teacher Bureau with the consent of the State Superintendent to call a meeting of the Deans of Instruction at an early date.

2. Adjournment

On motion of Doctor Eisenberg seconded by Doctor Haas it was voted to adjourn at 4:30 P. M. to reconvene in a special session Friday, June 16, 1933 at 9:30 A. M. in the Superintendent's Conference Room.


Secretary

Approved: May 23, 1933

Superintendent of Public Instruction





