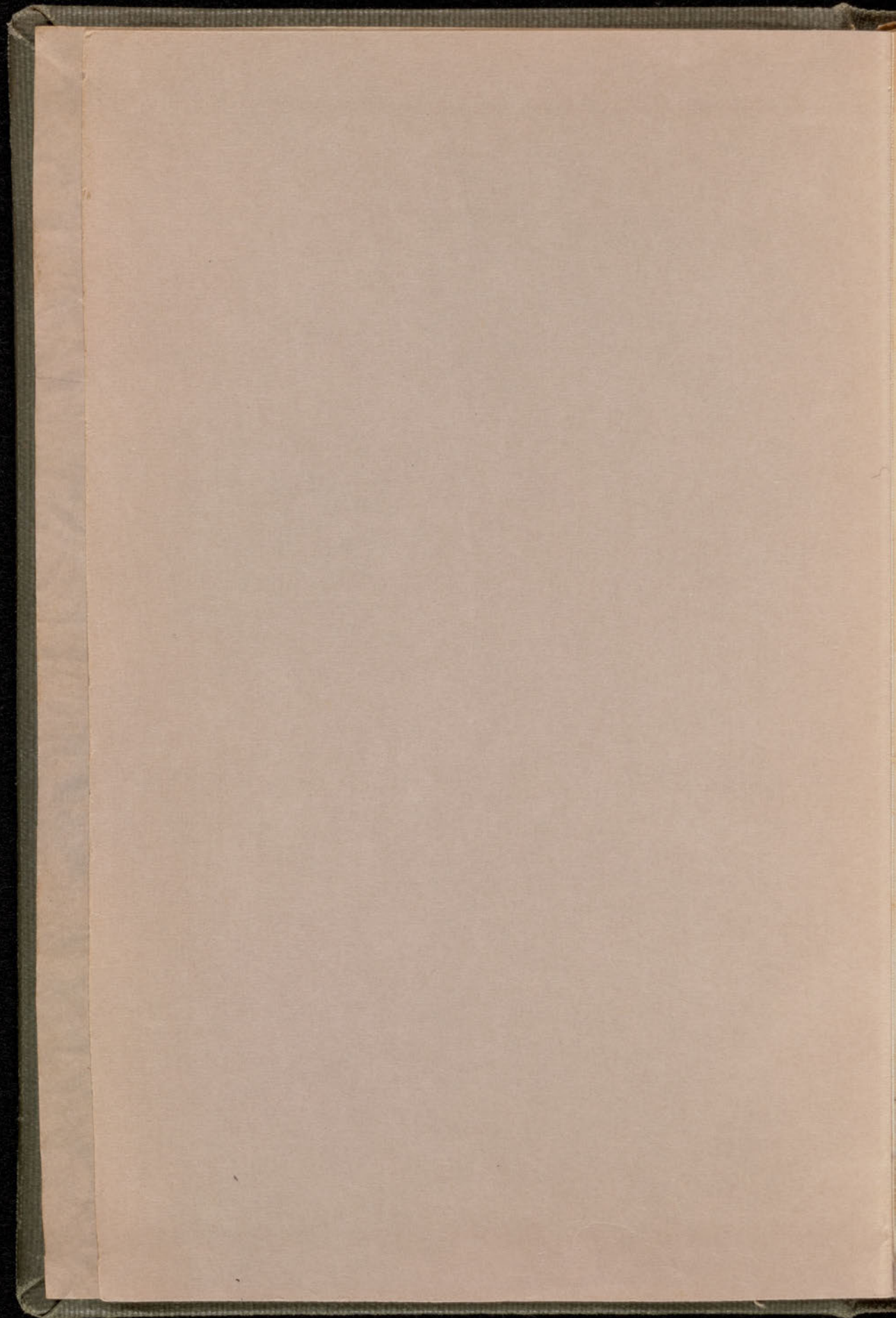
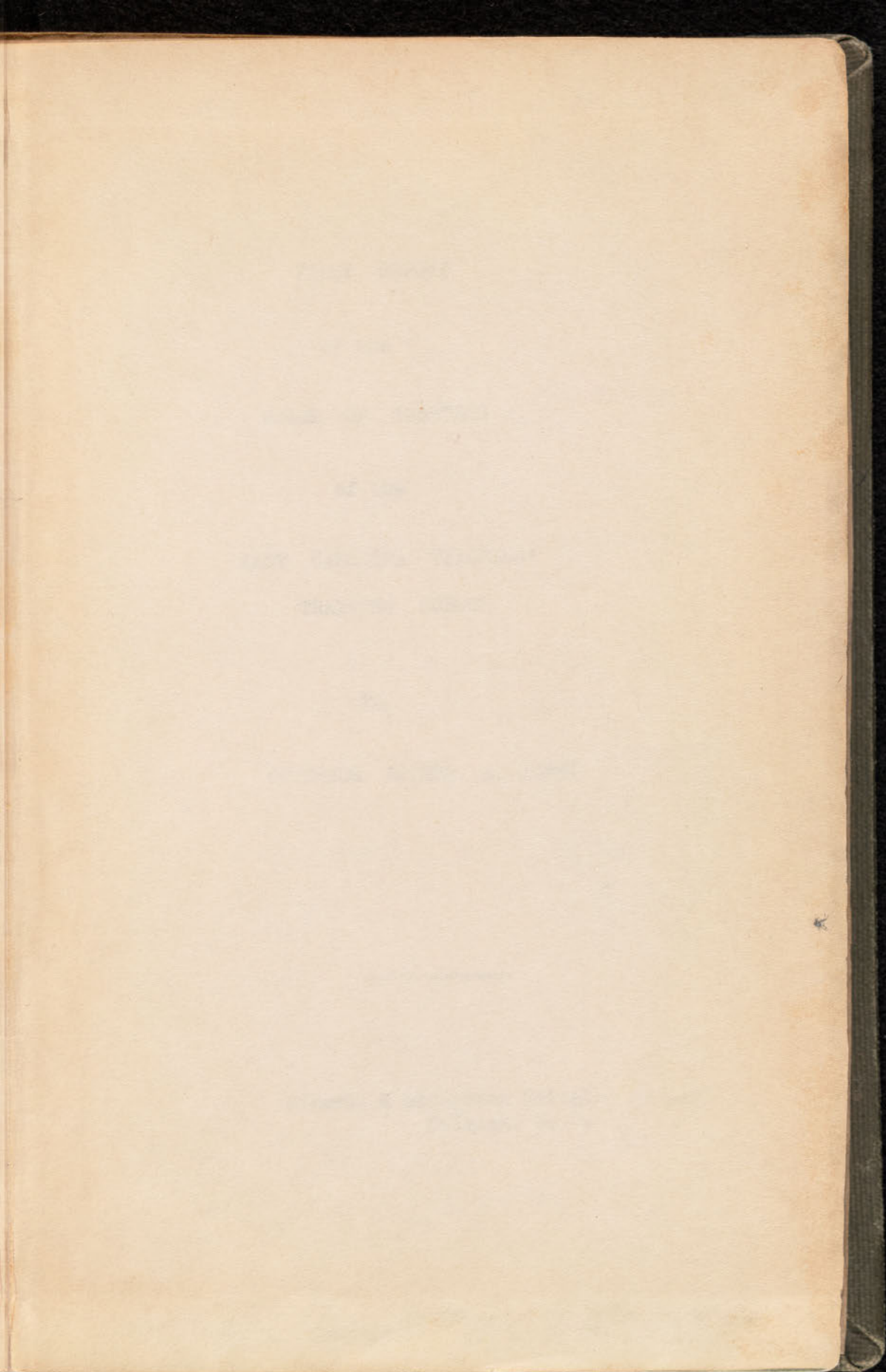
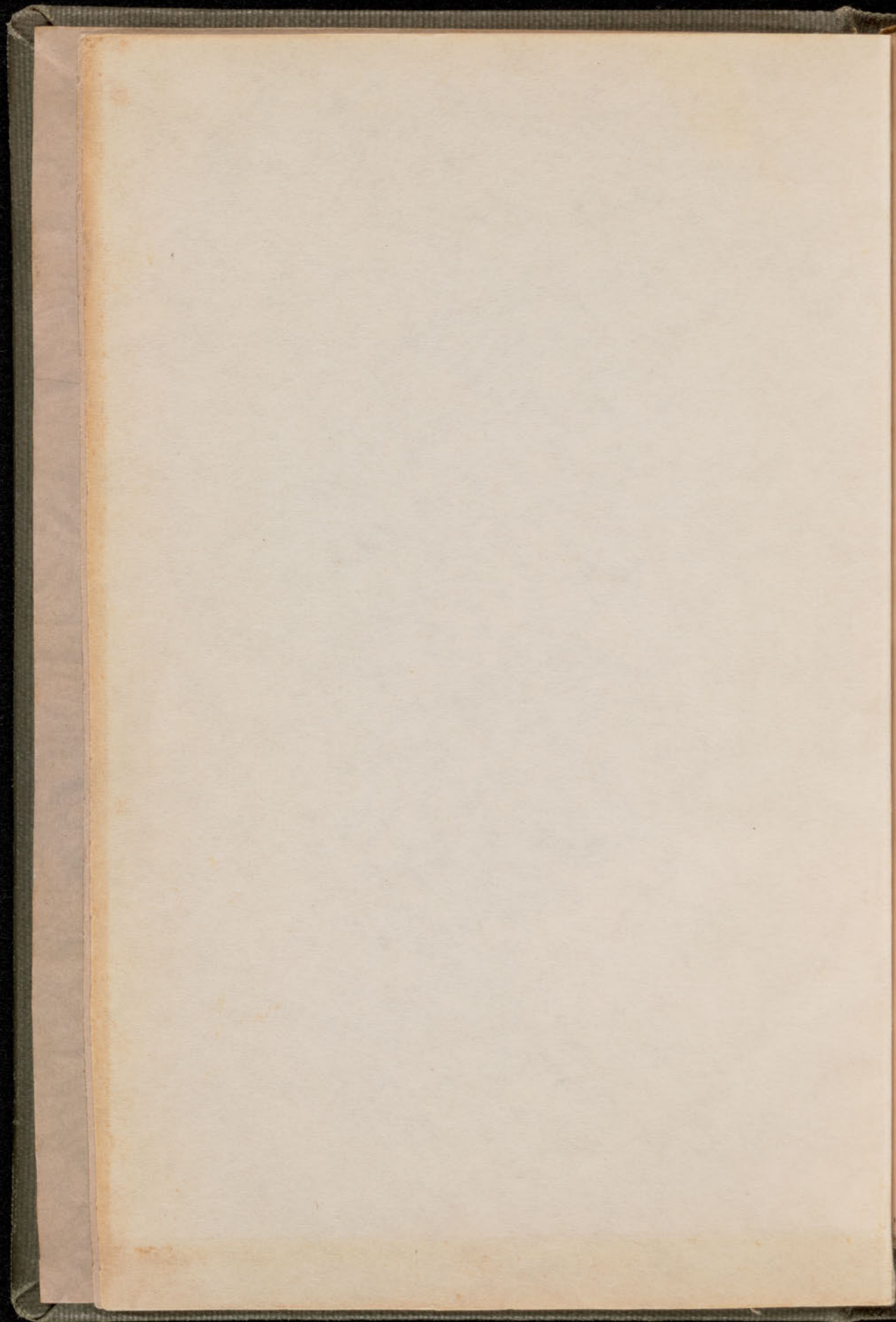


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Collection







FIRST REPORT
of the
BOARD OF TRUSTEES
of the
EAST CAROLINA TEACHERS'
TRAINING SCHOOL
TO
GOVERNOR ROBERT B. GLENN

Edwards & Broughton Printing Company
Raleigh, N. C.

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BOARD OF TRUSTEES

of the

EAST CAROLINA TEACHERS' TRAINING SCHOOL

J. Y. JOYNER, (ex officio) Chairman.

C. W. WILSON, Secretary.

THOS. J. JARVIS.

J. C. PARKER.

Y. T. ORMOND.

J. T. BANNERMAN.

I. T. TURLINGTON.

R. B. WHITE

J. O. CARR.

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BOARD OF TRUSTEES

of the

EAST CAROLINA TEACHERS' TRAINING SCHOOL

J. L. LAMBERT, (ex officio) Chairman.

C. E. WILSON, Secretary.

J. E. PARKER.

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J. T. BRADSHAW.

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E. E. WHITE.

J. T. WILKINSON.

J. E. WILSON.

J. E. GARD.

To His Excellency, Robt. B. Glenn, Governor of North
Carolina:

The Board of Trustees of the East Carolina Teachers' Training School begs to submit as its report the following report of its Executive Committee setting out in detail the work of the Board to date and the needs of the school.

This report and the recommendations contained therein were unanimously approved and adopted by the Board of Trustees at its meeting in Greenville, December 31, 1908, and ordered to be transmitted to your Excellency as the report and recommendations of the full Board.

To His Excellency, Hon. J. A. Smith, Governor of North
Carolina:

The Board of Trustees of the State University of North
Carolina, created by Chapter 111 of the Acts of 1899, has the
honor to acknowledge the receipt of your letter of the 10th
inst., and in reply to inform you that the same has been
forwarded to the proper authorities for their consideration.
The Board of Trustees of the State University of North
Carolina, created by Chapter 111 of the Acts of 1899, has the
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honor to acknowledge the receipt of your letter of the 10th
inst., and in reply to inform you that the same has been
forwarded to the proper authorities for their consideration.

Greenville, N. C., December 31st, 1908

To the Board of Trustees of the East Carolina Teachers' Training School:

At your meeting on March 11, 1908, you elected Messrs. Hook and Rogers, of Charlotte, N. C., and H. W. Simpson, of New Bern, N. C., associate architects for the buildings to be erected for said school.

At the same meeting you elected the undersigned, the Executive Committee of the Board, and directed us to cause the architects to proceed without delay in the preparation of plans and specifications for the buildings, to be submitted to a subsequent meeting of the Board:

At your meeting on April 16th the outlines of these plans and specifications prepared by your architects were submitted to you, and after a careful examination were accepted. At this meeting you directed us to advertise for bids for the erection of said buildings, and authorized and directed us to proceed with the erection of the same.

We now have the honor to submit to you a full and detailed report of our proceedings.

Immediately after receiving your instructions we directed the architects to prepare full detailed plans and specifications of the four buildings, which you ordered to be constructed, to wit: the Administration building, two Dormitories, and a Refectory.

We also made advertisement for sealed proposals for the construction of these buildings, and in these advertisements we gave notice that sets of these plans and specifications could be obtained by application to either of the architects, or that they could be seen at the office of Hon. J. Y. Joyner, Raleigh, N. C., or at the office of Jarvis & Blow, Greenville, N. C., and we further gave notice that these sealed bids would be opened in Greenville on June 9, 1908.

Granville, N. H., December 22nd, 1885

To the Board of Trustees of the First Church, Granville, N. H.

At your meeting on March 1st, 1885, you elected Messrs. Root and Rogers, of Granville, N. H., and H. W. Allen, of New York, N. Y., associates respectively for the following year to be created for this year.

At the same meeting you elected the members of the Executive Committee of the Board, and authorized me to cause the same to be printed and distributed to the members of the church and to the friends of the cause.

At your meeting on April 1st, 1885, the members of the Board and Executive Committee were elected for the year 1885-86. At this meeting you directed me to cause the same to be printed and distributed to the members of the church and to the friends of the cause.

At your meeting on May 1st, 1885, the members of the Board and Executive Committee were elected for the year 1885-86. At this meeting you directed me to cause the same to be printed and distributed to the members of the church and to the friends of the cause.

At your meeting on June 1st, 1885, the members of the Board and Executive Committee were elected for the year 1885-86. At this meeting you directed me to cause the same to be printed and distributed to the members of the church and to the friends of the cause.

At your meeting on July 1st, 1885, the members of the Board and Executive Committee were elected for the year 1885-86. At this meeting you directed me to cause the same to be printed and distributed to the members of the church and to the friends of the cause.

First Report Board of Trustees

We made these advertisements in The Manufacturers' Record, in The Engineering Record, in the Raleigh News and Observer, and in other papers, with a view of bringing the matter to the notice of responsible bidders.

In addition to these advertisements the architects sent notices to a number of well-known contractors.

On the day for the opening of the bids, we had sealed bids from eighteen (18) responsible contractors, whose names, residence and bids are as follows:

1.	George W. Wharton, Belleville, N. J..	\$117,800.00
2.	C. L. Johnson, Florence, S. C.	106,888.11
3.	J. T. Hunt & Co., Greensboro, N. C. . .	104,108.00
4.	Dean, Wilkins & Killelte, Wilson, N. C..	101,504.00
5.	Rhodes & Underwood, New Bern, N. C. . .	98,870.00
6.	King Lumber Co., Charlottesville, Va. . .	97,950.00
7.	Jno. T. Wilson, Richmond, Va.	96,000.00
8.	W. B. Barrow, Raleigh, N. C.	93,000.00
9.	Holliday & Crouse, Greensboro, N. C. . .	92,000.00
10.	T. C. Thompson & Bro., Charlotte, N. C..	91,000.00
11.	Harwood & Moss, Newport News, Va. . . .	90,887.00
12.	Nicholas Ittner, Atlanta, Ga.	90,722.00
13.	D. J. Rose & Co., Rocky Mount, N. C. . .	90,409.61
14.	J. C. Morris, Greensboro, N. C.	89,317.56
15.	N. Underwood, Durham, N. C.	89,252.91
16.	Winningham & Fries, Greensboro, N. C. .	87,230.00
17.	D. J. Phipps, Newport News, Va.	82,900.00
18.	Building & Lumber Co., Greenville, N.C. .	81,529.87

It will be observed from an examination of these bids that the difference between the highest and lowest bid is \$36,270.13, and that the bidders came from Georgia, South Carolina, North Carolina, Virginia and New Jersey.

One of the conditions prescribed for the bidders was

First Layer Board at First

As with these advertisements in the "Standard", the advertisement in the "Standard" was not, however, and in other papers, with a view of bringing the matter to the notice of responsible citizens.

In addition to these advertisements the advertisement was also published in a number of well-known newspapers.

On the day for the opening of the trial, we had the first trial (the) responsible citizens, who

James, Thomas and wife and children	117.00
1. George W. Wharton, Baltimore, Md.	117.00
2. J. C. Johnson, Baltimore, Md.	117.00
3. J. T. Hunt & Co., Baltimore, Md.	117.00
4. J. T. Hunt & Co., Baltimore, Md.	117.00
5. J. T. Hunt & Co., Baltimore, Md.	117.00
6. J. T. Hunt & Co., Baltimore, Md.	117.00
7. J. T. Hunt & Co., Baltimore, Md.	117.00
8. J. T. Hunt & Co., Baltimore, Md.	117.00
9. J. T. Hunt & Co., Baltimore, Md.	117.00
10. J. T. Hunt & Co., Baltimore, Md.	117.00
11. J. T. Hunt & Co., Baltimore, Md.	117.00
12. J. T. Hunt & Co., Baltimore, Md.	117.00
13. J. T. Hunt & Co., Baltimore, Md.	117.00
14. J. T. Hunt & Co., Baltimore, Md.	117.00
15. J. T. Hunt & Co., Baltimore, Md.	117.00
16. J. T. Hunt & Co., Baltimore, Md.	117.00
17. J. T. Hunt & Co., Baltimore, Md.	117.00
18. J. T. Hunt & Co., Baltimore, Md.	117.00

It will be observed from an examination of these bills that the difference between the highest and lowest bill is \$1.00, and that the difference between the highest and lowest bill is \$1.00, and that the difference between the highest and lowest bill is \$1.00.

One of the conditions presented for the highest and

East Carolina Teachers' Training School

that each should deposit a certified check of one thousand dollars to comply with the other requirements prescribed by the committee, in case the bid was awarded to him.

All of the bidders deposited this check with their bids.

Another condition prescribed by the Committee was that the successful bidder should enter into a written contract for the erection of the buildings, according to the plans and specifications prepared by the architects, and that he should give a bond in the sum of one-third of the amount of his bid, as a guarantee, and that 20 per cent of his bid would be retained until the final acceptance of the work.

The Building and Lumber Company complied with all these conditions, and having made the lowest bid, the contract was awarded to that company, and it entered at once upon the work.

The bidding was all done upon a basis that the buildings were to be covered with slate roofs and tin valleys. About the time we were making the contract a representative of the clay-tile company visited us and offered special price for tile for the roofs of the buildings, if we would substitute that material for the slate.

We asked the contractor, The Building and Lumber Company, for its lowest offer to change the buildings from slate to a tile roof. The contractor proposed to make the change for the additional cost of eleven hundred, one and 08-100 dollars (\$1,101.08) and to change from tin valleys to copper valleys for an additional cost of one hundred and eighty-eight dollars (\$188.00), and a further additional cost of three hundred dollars (\$300.00) for paper to go under the tiling, making in all fifteen hundred, eighty nine and 08-100 dollars (\$1,589.08).

It is well-known that tile is the handsomest and most durable roofing, and that life of copper valleys is much longer than tin.

East London Technical School

East London Technical School is a public school of the City of Cape Town, South Africa, established in 1904. It is one of the largest and most important technical schools in the country.

All of the students registered this year are boys.

Another condition mentioned in the regulations was that the students should be of the age of 14 years and under 21 years. The students of the school are of the age of 14 years and under 21 years. The students of the school are of the age of 14 years and under 21 years. The students of the school are of the age of 14 years and under 21 years.

The building and land were bought by the City of Cape Town, and the building was erected on the land. The building was erected on the land. The building was erected on the land. The building was erected on the land.

The building was all done upon a plot of land. The building was all done upon a plot of land. The building was all done upon a plot of land. The building was all done upon a plot of land.

The building was all done upon a plot of land. The building was all done upon a plot of land. The building was all done upon a plot of land. The building was all done upon a plot of land.

It is well-known that this is the largest and most important technical school in the country. It is well-known that this is the largest and most important technical school in the country.

First Report Board of Trustees

We think we acted wisely in making the change from a slate roof to a tile roof and from ~~a~~ tin valleys to copper valleys, and we are sure the Board will approve our action when it examines the buildings.

The cost of making the change was insignificant in comparison with the great advantage in the tile roof over the slate roof.

We also advertised for sealed proposals for heating these four buildings, and on the 9th of June, 1908, we opened these bids also. The advertisement called for bids for steam heating. There were seven bidders for this contract, as follows:

1. J. W. Sargeant, Richmond, Va. - Paul System, \$14,-980; Webster System, \$16,900.
2. L. Buckenstein, Winston, N. C. - Paul System, \$13,-724; Webster System, \$13,988.
3. Atlanta Steam Heating Co., Atlanta, Ga. - Paul System, \$12,921; Webster System, \$13,600.
4. Crawford & Co., Winston, N. C. - Paul System, \$12,-699; Webster System, \$12,827.
5. Longworth & Co., Richmond, Va. - Paul System, \$12,-933; Webster System, \$12,673
6. American Machine Co., Charlotte, N. C. - Paul System, \$10,896; Webster System, \$11,952.
7. B. MacKenzie, Greensboro, N. C. - Webster System, \$11,712.63.

After consulting with the architects and hearing representatives of the systems, and some of these bidders explain the different systems, we adopted the Webster System and gave the contract for the heating to B. MacKenzie, Greensboro, N. C., at the sum of \$11,712.63, which was the lowest bid for that system.

The bid for the construction of the buildings was so

East Carolina Teachers' Training School

much lower than we had hoped to receive that we thought it advisable to award the contract for the heating also.

The plans we have adopted will necessitate a central power house and excludes any boilers or separate heating plants under any other buildings. A central plant is much more economical and reduces the danger of fire to a minimum.

The contract for the heating provides that the heating plant shall be completed to the location of the central power house. The piping of the buildings and the large underground mains provide for enlargement of all buildings, and for the addition of new buildings, without tearing out any of the work installed under this contract.

So with the completion of the contract for construction and for heating we will have four beautiful buildings, equipped with all modern conveniences and improvements, ready for occupancy as soon as they are furnished and the central power house is completed and attached to the heating plant.

As the work progressed we found it advisable to make some further changes in the contract, but in every instance we required the contractor to submit his proposal in writing with the cost of the same, which was submitted to the architects for their investigation and approval before it was passed upon by us. The bids were based upon a certain depth of excavation for the foundation of the buildings, which was prescribed in detail by the architects.

While the contractors were excavating for the foundation of the Administration Building, and reached the depth prescribed by the architects, they encountered a sandy, insecure foundation, which they promptly called to the attention of the architects and the Committee.

We had a meeting with the architects, and after an examination concluded that it was necessary to put in a concrete foundation for this building. At the west end of

which found that we had agreed to receive them for \$1000.00
and to be paid the contract for the first year.

The plans we have adopted will necessitate a central
power house and connected by conductors to several buildings
which will be other buildings. A central plant is now
not economical and requires too large of a plant.

The contract for the building provides that the building
shall be connected to the location of the central
power house. The design of the building and the
underground system for the movement of all buildings
and for the location of the buildings, which building
any of the work involved under this contract.

As with the location of the building for construction
and for building we will have two buildings building
which will be a power house and a power house
which for building as soon as they are finished and the
central power house is completed and connected to the
building.

As the work progresses we found it necessary to have
some further changes in the contract, but in every instance
we received the necessary for which we agreed to pay
within the time of the contract, which was extended in the
contract for their location and extension of the
contract was by us. The plan was found to be a
plan of construction for the location of the building,
which was provided in detail in the contract.

While the contract was continuing for the location
and of the building building, and received the
provision of the contract, they continued a
power house, which was built to the
location of the building and the building.

We had a meeting with the architect, and after an
examination concluded that it was necessary to have a
contract building for this building. At the same time

First Report Board of Trustees

the foundation for the building the contractors encountered a dark, quick-sand, and after an examination by the architects it was deemed absolutely necessary to drive piling at this point, in order to secure a safe foundation. A hundred large piles, averaging from 12 to 19 inches in diameter and 25 to 30 feet in length, were driven at this point. This piling, with the concrete foundation for the whole building, secured, in our opinion, a perfectly safe foundation. The cost of this extra work was \$1,755.

The bids were based upon yellow pine doors for the buildings. The contractors proposed to us to substitute birch veneered doors, with Kore locks, for the pine doors, for the interior of all buildings, and a hard wood floor and finish for the main story of the Refectory, and to make this change in the doors and finish of the Refectory for the sum of \$500. After consulting with the architects and an examination of the doors, and considering the sanitary advantage of a hard wood floor in the Refectory, we authorized the change, and we think that when you examine the doors and the floor finish of the Refectory, you will cordially approve our action.

The doors we have selected are not only beautiful, but are free from the swelling and shrinking of pine doors in our climate.

One of the architects has visited the grounds every week, and inspected the work done upon the buildings, and the material used, and in addition to this the Committee has made several visits of inspection, and we are glad to report that we believe that the architects and contractors have lived up to their contracts.

We believe, and are informed by the architects, that the contractors have used material fully up to that specified, and have done the work in a skillful, workmanlike manner.

We confidently believe that your inspection of the build-

The following is a list of the names of the persons who have been elected to the office of the President of the United States, and the names of the persons who have been elected to the office of the Vice President of the United States, in the year 1800.

The names of the persons who have been elected to the office of the President of the United States, and the names of the persons who have been elected to the office of the Vice President of the United States, in the year 1800, are as follows:

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East Carolina Teachers' Training School

ings will convince you that the State is getting beautiful buildings, constructed of good material, in excellent style, at small cost.

Indeed, we doubt if any public buildings have ever been constructed which surpass these in beauty and workmanship, at so small a cost.

In excavating for the basement of the Refectory, the contractors struck some springs, which made it necessary to use damp-proof in the basement walls, and an additional concrete foundation in the basement, and damp-proof paper also in order to make the basement perfectly dry.

The additional cost thus entailed was \$585.

The site selected by the State Board of Education is rolling, hilly ground, which necessitated considerable grading for the preparation of the grounds, in accordance with the plans of your landscape architect. This grading was not included in the contract.

We advertised for bids for this grading, and the first bid was 25 cents per cubic yard, and then two other bids at 20 cents per cubic yard. But we finally made a contract for the grading at 15 cents per cubic yard, with a provision that the total cost should not exceed \$1,500. The grading has not been completed yet, and can not be until the buildings are completed, and the grounds cleared of the building material.

The grounds are beautiful, and by proper improvement can be made as handsome as any school grounds in the State.

The grading, the location of the buildings, and everything done upon the grounds, is in accordance with the plans laid out by the landscape architect, selected by your Board, and improvements should be in accordance with these plans.

The town of Greenville laid pipe and water mains up to the school grounds. We continued the mains through the grounds, and these together with the hydrants, were located

THE CHURCH OF THE HOLY TRINITY, BOSTON.

The church of the Holy Trinity, Boston, is a small, simple, and unassuming building, situated in the heart of the city. It was founded in 1847, and has since that time been a place of worship for the Russian colony in Boston.

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First Report Board of Trustees

according to the plans specified by the landscape architect. The cost of placing these mains and hydrants in the grounds were \$1,108.81. By placing these in the grounds in the beginning we have had protection against fire, as well as the use of water during the construction of the buildings.

Under their contract the contractors are required to pay, and have paid, for the water used for construction purposes.

The plans for the Administration Building provide for basement rooms when they shall be needed, but the contract does not call for their present completion. As the excavation for the basement could be done very much cheaper now than after the building is erected, we thought it wise to have it done now. Hereafter when this basement is needed for Laboratory, or other purposes, it can be fitted up into commodious rooms at very little expense.

The cost of this excavation, 750 cubic yards at 15 cents per cubic yard was \$112.50.

Our expenditures already made and to be made to complete our contracts, are as follows:

Purchase of 47 9-20 acres of land at \$200 per acre	\$ 9,490.00
Fees of landscape architects	700.00
Contract for building, with additions as above	85,958.95
Excavating for basement of Administration Building	112.50
Contract for heating	11,712.63
For pipes, water mains and hydrants for grounds	1,108.81
Grading grounds	1,500.00
Architects fees for plans, specifications, supervision, etc., 5 per cent on cost of buildings, estimated in part	5,000.00
Miscellaneous - Paper under finished floor of Refectory \$40.00, door to basement of boys' dormitory \$55.00, and other miscellaneous items	

East Carolina Teachers' Training School

Items, including the expense of the Board meetings, estimated at about 1,000.00

Receipts

Appropriation by State	\$ 15,000.00
Appropriation by town of Greenville	49,000.00
Appropriation by County of Pitt	49,000.00

Total \$ 113,000.00

So our expenditures made and to be made, under the contracts already let, are estimated to be in excess of our receipts about \$3,000, but we have kept as nearly within the amount in hand as possible, and but for the unforeseen trouble about foundations we would have come out about even; but when these four elegant buildings are completed, under these contracts the balance due upon them and the purchase of a most beautiful site of 47 9-20 acres will only be about \$3,000.

Into this magnificent educational plant, belonging to the State, the State had thus far invested only \$15,000. It only needs that a central power house and a moderate sized Infirmary shall be added, and that all shall be furnished, which we estimate can be done for \$50,000, the State will then own at Greenville an educational plant that will compare favorably in beauty and equipment with any to be found in or out of the State, at only a cost of \$65,000 to the State.

This result has been made possible by the unprecedented liberality of the citizens of Greenville and Pitt County, and by low bid of the Greenville Company for the construction of these buildings.

We are sure the Legislature will gladly make the necessary appropriations to furnish these buildings and to erect and equip the power house and Infirmary. With this done the school can be opened for work in September, 1909, with accommodations for 300 students, which could not possibly be duplicated for \$200,000.

First Christian Temperance Society, Portland, Oregon

Items, including the expense of the first year, estimated at about \$1,000.00
Aggravation by State \$ 1,000.00
Aggravation by town of Portland \$ 1,000.00
Aggravation by County of Multnomah \$ 1,000.00

Total \$ 3,000.00

It was estimated that the first year would cost about \$1,000.00, but we have found that the first year cost about \$3,000.00. The first year cost about \$3,000.00, but we have found that the first year cost about \$3,000.00. The first year cost about \$3,000.00, but we have found that the first year cost about \$3,000.00.

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This result has been due to the fact that the first year cost about \$3,000.00, but we have found that the first year cost about \$3,000.00. The first year cost about \$3,000.00, but we have found that the first year cost about \$3,000.00.

We are now the largest organization of our kind in the city of Portland, Oregon. We have a membership of about 1,000 members, and we are now the largest organization of our kind in the city of Portland, Oregon.

First Report Board of Trustees

The buildings are so located, planned and constructed that additions can be made at small cost and without marring the general plan, as the number of students may be increased and additional room may be demanded.

We have asked the architects to give us a detailed estimate of the cost of erecting the power house and Infirmary and furnishing and equipping all the buildings ready for service. They have given us this estimate in detail, and we now give the Board a summary of these estimates, as follows:

Boiler house and laundry, not including machinery and equipments	\$ 4,602.40
Infirmary	6,400.00
Power plant, laundry and ice plant	14,150.00
Sewerage, drainage, piping to buildings, and ground equipments	5,965.00
Administration Building equipments	4,575.00
Refectory equipments , , , , , , , , , .	2,275.00
Dormitories equipments	8,152.00

These estimates do not include work that ought to be done upon the grounds, in the way of walks and other improvements, but it can be readily seen that the sum of \$50,000 will be needed to complete and equip the plant for work, and we recommend the Board to ask the Legislature to appropriate that sum.

There is a great need for this school and a great work for it to do. The weak point in our public school system is the lack of a sufficient number of trained teachers for our country schools. This institution will help to supply that want, and it well deserves the immediate and liberal support of the State.

The State creates and controls the public school system, and it is incumbent upon the State to furnish a suf-

First Report Board of Trustees

The buildings are as located, planned and constructed. That additional can be made at small cost - in addition to the general plan, as the number of students may be increased and additional room may be demanded.

We have asked the architect to give us a detailed estimate of the cost of erecting the present house and building and furnishing and equipping all the buildings with the service. They have given us this estimate in detail, and we give the Board a summary of these estimates, as follows:

Building house and laundry, not including water-	
city and equipment	\$ 4,000.00
laundry	2,500.00
Power plant, including the pump	15,000.00
Heating, water, and other buildings, and	
ground improvements	5,000.00
Additional building and water	2,500.00
Religious equipment	1,000.00
Uncontingencies	2,000.00

These estimates do not include what it might be to have the grounds, in the way of water and other improvements, but it is not necessary to have the sum of \$20,000 will be needed to complete the work. The Board, and we recommend the Board to ask the Legislature to appropriate that sum.

There is a great need for this school and a great need for it to be. The work which is now being done is to build the school at a substantial number of students, and the new building will be for our country schools. The Legislature will be asked to give that work, and it will be a great service to the State and the welfare of the State.

The Board desires to submit this report to the Board, and it is presented to the Board for their consideration.

East Carolina Teachers' Training School

ficient number of trained, well-equipped teachers for these public schools, and that is the special mission of this institution.

In our opinion the State can not make appropriations which in turn will yield larger and more beneficent results.

We estimate that there will be an attendance from two to three hundred students the first year. The most of these we apprehend will enter to become trained teachers, and under the act creating the school, they will pay no tuition. We are, therefore, of the opinion that at least \$25,000 per year will be needed for maintenance, and we recommend that the Board ask for that sum.

With \$50,000 for completion and equipments and \$25,000 per year for maintenance we believe this school will do a work for the State which will not be second in importance to that of any of her great institutions.

We further report that we have examined the book and vouchers of the Treasurer, R. J. Cobb, to December 31, 1908, and find his books well kept and correct, and his report in accord with his accounts and vouchers.

Respectfully submitted,

Thos. J. Jarvis
J. Y. Joyner
Y. T. Ormond
Executive Committee

First National Bank, Chicago, Illinois

Respectfully submitted,
J. J. Lewis

In our opinion the State has not been adequately
served in this matter and we respectfully

recommend that the Board not for the first time
in its history should be forced to take action
which would result in the loss of the State's
money. We are, therefore, of the opinion that it is
advisable that the Board should not for the first time
in its history be forced to take action which would
result in the loss of the State's money.

With very best wishes for the success of the
Board in its efforts to secure the best
possible results for the State, we are, Sir,
Very respectfully,
Your obedient servant,
J. J. Lewis

We further recommend that the Board should not
for the first time be forced to take action which
would result in the loss of the State's money.
We are, therefore, of the opinion that it is
advisable that the Board should not for the first time
in its history be forced to take action which would
result in the loss of the State's money.

Respectfully submitted,

J. J. Lewis
J. J. Lewis
J. J. Lewis
Executive Committee

Report - E. C. T. T. S. 1-7

SECOND BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

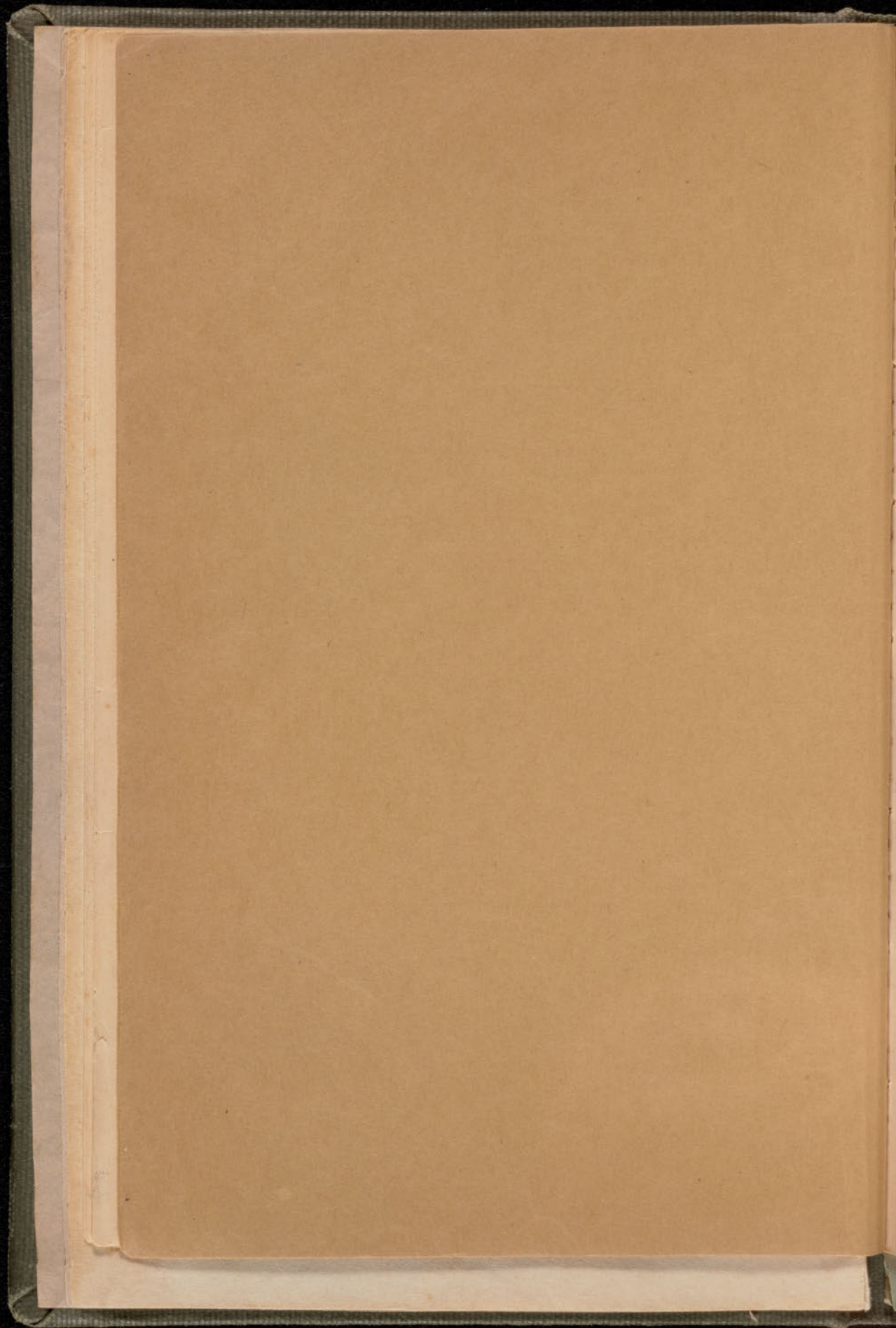
OF THE

EAST CAROLINA
TEACHERS' TRAINING
SCHOOL

TO

GOVERNOR W. W. KITCHIN

1910



SECOND BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF THE

EAST CAROLINA
TEACHERS' TRAINING
SCHOOL

TO

GOVERNOR W. W. KITCHIN

1910

RALEIGH
EDWARDS & BROUGHTON PRINTING CO., STATE PRINTERS
1911

BOARD OF TRUSTEES
OF THE
East Carolina Teachers' Training School

J. Y. JOYNER, (*ex-officio*) Chairman.

C. W. WILSON, Secretary.

THOS. J. JARVIS,	J. O. CARR,	J. R. BANNERMAN,
Y. T. ORMOND,	R. B. WHITE,	J. B. LEIGH,
I. T. TURLINGTON,	J. C. PARKER,	ARCHIBALD McDOWELL.

STATE OF NORTH CAROLINA
OFFICE OF
SUPERINTENDENT PUBLIC INSTRUCTION.

RALEIGH, December 24, 1910.

*To His Excellency, W. W. KITCHIN,
Governor of North Carolina.*

The Board of Trustees of the East Carolina Teachers' Training School begs leave to submit to your Excellency, this, the second Biennial Report.

The Board met in the Administration Building of the school on Tuesday and Wednesday, December 20th and 21st, 1910, to receive the reports of the President, Treasurer and the Executive Committee, and to prepare the Biennial Report of the Board.

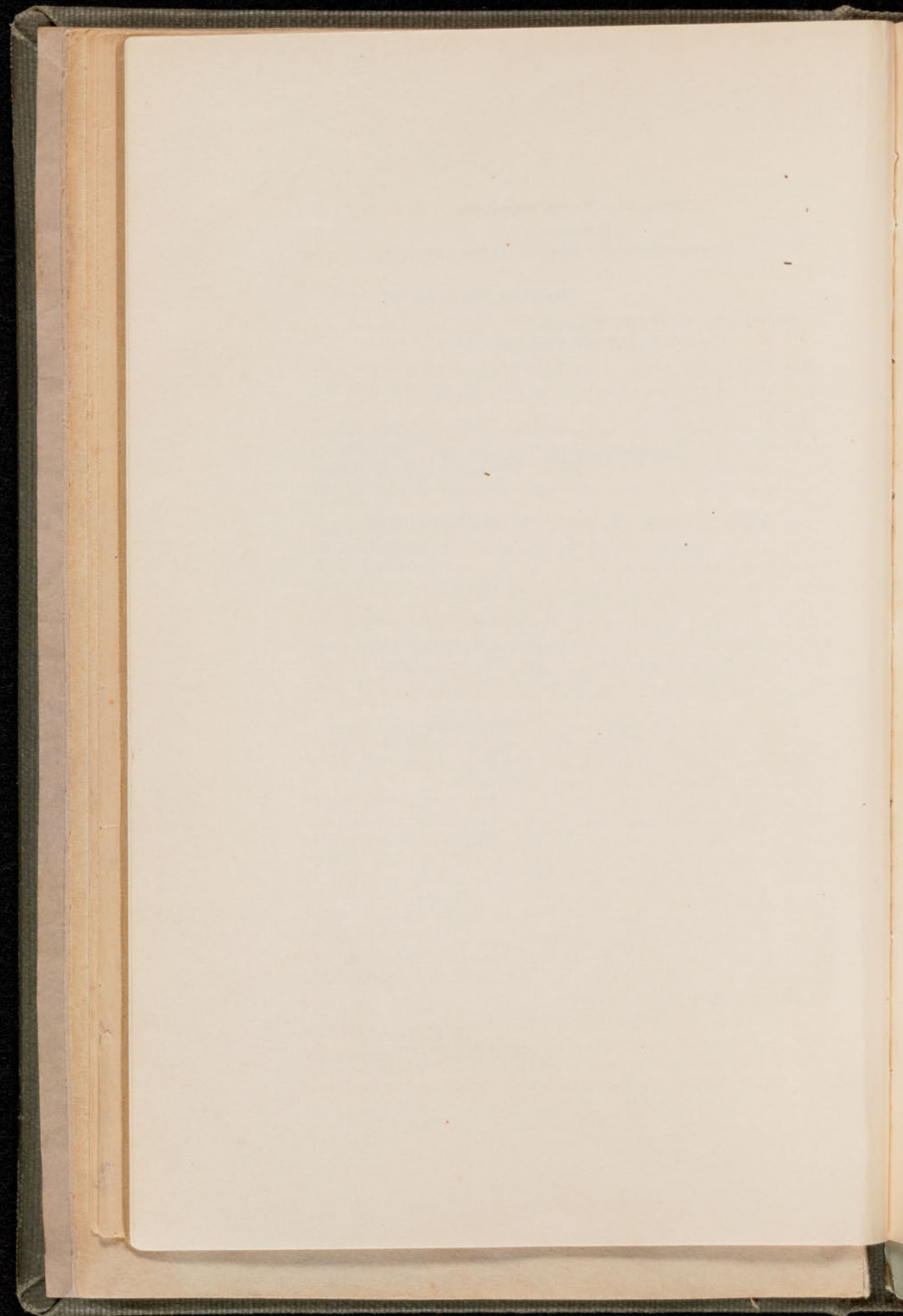
The Board went carefully over these reports, and after a full and complete examination of the affairs of the Institution, its receipts and expenditures, the work done and proposed to be done, including the urgent needs of the school for the next two years, unanimously adopted the reports of the Executive Committee as its own report, and as the President of the Board, I now have the honor to transmit to your Excellency, this report of the Executive Committee and ask that it be received and taken as the Report of the Board of Trustees in every particular.

I also transmit the reports of President Robert H. Wright and Treasurer C. W. Wilson, which, together with the report of the Board will furnish full and complete information concerning the affairs of this growing Institution.

The whole purpose and work of this Institution is to train teachers for the public schools. It has a work of its own and an exceedingly important work. All our colleges of every grade and kind must draw their patronage mainly from the public schools. They are, therefore, deeply interested in an efficient system of public schools. Probably seventy-five per cent of the people get their only training in these public schools. The Board of Trustees wishes to emphasize the vital importance of the work this youngest of all the State schools is doing, and to bespeak for it that liberal aid which the Legislature—representing all the people—alone can give.

Respectfully submitted,

J. Y. JOYNER,
President Board of Trustees.



Report of Executive Committee

DECEMBER 20, 1910.

To the Board of Trustees of the East Carolina Teachers' Training School.

GENTLEMEN:—The Executive Committee begs leave to make this Second Biennial Report.

On the 31st of December, 1908, your Committee submitted a report which dealt with the operations of construction for four buildings and gave full, detailed information of all that had been done up to that date. This report will deal with the affairs of the Institution since that report of December 31, 1908.

When the last biennial report was made, work was going on on the four buildings then under construction, to-wit: the Administration Building, the two Dormitories and the Refectory.

Your Committee recommended in that report, an appropriation of \$50,000 for the completion of the buildings then under construction, and two additional buildings, to-wit: a central Power House and an Infirmary, and for the equipment of all six of these buildings, and \$25,000 per year for maintenance. Your honorable Board adopted these recommendations and made that report to His Excellency, R. B. Glenn, Governor, to be forwarded to the General Assembly. The General Assembly at the session of 1909, made this appropriation except it reduced the appropriation for maintenance for the fiscal year ending November 30, 1909, to \$13,000.

Immediately after the adjournment of the Legislature your Committee directed the architects to prepare plans and specifications for the central Power House and the Infirmary. In the preparation of these plans it became necessary, in the opinion of the architects, to enlarge the central Power House so as to make sufficient room for the machinery in one end and the Laundry in the other, and they prepared plans and specifications for the Infirmary which enlarged that building considerably, as it was deemed advisable to provide two wards for contagious diseases and isolate these wards from the other part of the building. These enlarged plans were submitted to your Committee and after careful examination, approved, but the enlargement upon them made them cost considerably more than had been estimated for in our report submitted to the last Legislature, but experience has proved that we acted wisely in the matter.

Your Committee advertised for sealed bids for the construction of these two buildings. We also made advertisement for sealed proposals for boilers, engines, electrical plant, etc., for the Power House, for furnishing and equipping the buildings

and the laundry outfit. The Committee met on the fourth day of May, 1909, and remained in session three days, opening and considering these several bids. Your Committee required in their advertisement, all persons who proposed to bid on furnishings to place in the building, samples of the kinds of furniture and other things which they proposed to furnish, with an understanding that the successful bidders should allow these samples to remain in the buildings as specimens by which to compare and judge articles furnished under their bid. There were a large number of furniture dealers from many cities and towns who sent samples of their goods and placed them in the Girls' Dormitory, and the aggregate of these samples made quite a furniture exhibit. Your Committee patiently examined these various samples and compared their qualities with the price bid. At this three days' meeting of the Committee the following contracts were awarded:

The contract for the construction of the central Power House and the Infirmary was awarded to the Building & Lumber Company at the price of \$13,550, that being the lowest bid.

The contract for boilers, engines, electrical generator, piping, etc., was awarded to T. B. Whitted & Co., of Charlotte, N. C., at the price of \$8,500.

The contract for heating the Infirmary was awarded to B. McKenzie, for the sum of \$1,694.05.

The contract for one hundred and twenty dressers, washstands and tables was awarded to the Peoples' House Furnishing Company, of High Point, N. C., for \$14 a set, amounting to \$1,680.

The contract for one hundred and twenty toilet sets for the rooms was also let to the Peoples' House Furnishing Company, for \$1.95 per set, amounting to \$234.

The contract for two hundred and forty single iron bedsteads and springs was awarded to J. R. & J. G. Moye, Greenville, N. C., for \$6.00 each, amounting to \$1,440.

Your Committee purchased of these gentlemen the samples they had on exhibit at a price below cost, and also purchased from them other bedsteads for the Infirmary. Vouchers for these purchases are filed with the Treasurer, showing the prices paid.

The contract for two hundred and forty mattresses and pillows was awarded to Sydnor & Hundley, Richmond, Va., for \$8.00 per set, amounting to \$1,920. These mattresses were made in Raleigh, N. C., and are known as the Raleigh mattress.

The contract for twenty dozen dining room chairs and twenty dozen bedroom chairs was let to Ford & Johnson, of Chicago, Ill., for the sum of \$31 for a dozen of each, amounting to \$620.

A contract for opera chairs for the Auditorium was awarded to the American Seating Company, at \$1.50 per chair, amounting to \$1,197.

The contract for the laundry machinery was let to the American Laundry Machinery Company, for the sum of \$1,848.

At this meeting a contract was let to J. M. Johnson, of Raleigh, N. C., for the construction of the underground drainage and the sewerage, at the sum of \$2,157.70.

The contract for shades for all the windows of the four buildings then completed, was awarded to Taft & Vandyke, at the price of \$485.65. These shades were of the best Kings-Scotch-Holland.

The contract for two hundred and fifty small rugs was also awarded to Taft & Vandyke, at 99 cents each.

All of these contracts awarded at the May meeting were given to the lowest bidders. The small rugs were found, when put into use, to be unsatisfactory and they were subsequently exchanged for a larger and more suitable rug for the sleeping rooms of the Dormitories.

It became necessary in completing the furnishing and equipment of the buildings to contract for and purchase many articles of various and sundry kinds, which could not well be purchased upon sealed proposals. These articles of furniture, such as kitchen outfit, tables for the dining room, tableware for the dining room, tables, desks, chairs, rugs, etc., for the offices in the Administration Building; chairs, desks, blackboards, etc., for the class rooms were purchased after careful examination and inquiry by the Chairman of the Committee upon the best possible terms. Vouchers for all these purchases, showing price paid, are on file with the Treasurer, and subject to inspection.

The Chairman of the Committee also purchased the pianos after corresponding with a number of piano houses and piano factories. The first purchase made by him consisted of one grand piano and three upright pianos, manufactured by the Lester Piano Company. He subsequently purchased three other pianos of the same make and of the same house. For this grand piano and six uprights he paid \$1,550.

The Company furnished the stools and covers with these pianos and put all in the building. Subsequently, it became necessary to purchase two other pianos and this purchase was made of Fineman & White, of Greenville, N. C., of the Lindeman make, for the sum of \$390. Your Committee thinks that an examination of these pianos and the prices paid will satisfy you that every precaution was taken in that purchase and that they were purchased at exceedingly low figures.

It became necessary as the spring of 1910 opened that the

school should have a refrigerating plant, and the Chairman of the Executive Committee and the President of the School were authorized by the Executive Committee to investigate the various systems of refrigeration, receive proposals and make a contract for the refrigerating plant. After careful inquiry and investigation, the Chairman of the Committee and the President made a contract with the Creamery Package Manufacturing Company, of Chicago, Ill., for a refrigerating and ice-making plant; their plans, system and price being, in the opinion of the President and Chairman of the Committee, the most advantageous offer made. It had been proposed to locate the machinery of the ice-making plant in the basement of the Refectory, but the agent of the company and the President of the Institution agreed that it would be more advantageous to locate the machinery in the Power House, and that by doing that, there would be no noise under the Refectory, and that all the machinery would then be under the eye of the engineer of the Power Plant. This suggestion was adopted and your Committee believes it was decidedly wise. The contract for this Refrigerating and Ice-Making Plant was \$3,800, completely installed and ready for service—\$1,300 cash, \$1,300 in six months, and \$1,200 in twelve months. The cash payment was made and the payment due the 22nd of this month has also been made, leaving \$1,200 to be paid April next.

We suppose it is the experience of most men who have built houses that after estimating for a completed house and giving a contract therefor, in the end they find that there were numbers of things needed which were not included in the contract. This is the experience of your Committee in constructing and equipping this school plant. It turned out when we began to connect up the buildings and get things in readiness for occupancy that there were a number of things we had omitted in the estimates submitted to the last Legislature. For instance: the contracts made for the construction of the buildings only provided for the piping within the buildings. After the construction of the Power Plant it was found that a large quantity of piping had to be done on the grounds to connect up the different buildings with the Power Plant. This extra underground piping cost the sum of \$2,427.37. A part of this sum was due to the fact that in enlarging the Power House it had been extended southward several feet which required considerably more piping to reach it.

It was also found that no estimate had been made for wiring and distributing the electric lines on the grounds. Your Committee asked for proposals for this work and that the bidder should estimate on overhead wiring and underground wiring.

We received these proposals and after consulting with the architects, found that none of them was satisfactory, and your Committee concluded to have the work done under a competent electrician, and to adopt the underground system. In adopting the underground system we got rid of the unsightly appearance of poles and wiring from the grounds and whatever danger there was in coming in contact with live wires. In adopting the underground system there is no danger and no unsightly poles upon the grounds. After consulting the electrical engineer and the architects it was deemed advisable to establish one central switchboard in the Power House instead of the original plan which called for several switchboards, and to arrange to have the lights in the corridors and toilet rooms of the dormitories put on the all-night switch, and make the changes necessary to separate the President's apartments from the dormitory switchboard. The cost of putting up this electrical distribution for the grounds and the changes above cited was \$2,227.92.

Your Board elected as teacher of Science an unusually competent man in that department of school work; but when he began his duties we found that to expect him to do his work properly without apparatus and laboratory, would be like employing a competent carpenter to build a house without tools. We, therefore, supplied him with a moderately equipped laboratory which cost \$1,599.49. All of these things were absolutely necessary to be done in order to open the school and to conduct it properly. When your Committee made these contracts we were aware that we were exceeding our appropriations, but it was either make the expenditure or not open the school, and we took the responsibility to make the expenditure.

There was existing in the opinion of your Committee, a dire necessity for a summer school which could be attended by those now engaged in teaching, and your Board responded to this necessity at your meeting in November, 1909, and authorized the President to establish such summer school. This school began the 15th of March, 1910, and closed the 30th of July, 1910, and in it were enrolled three hundred and forty-two teachers actually engaged in the work of teaching.

This summer school was no holiday affair, but those who attended it submitted to discipline and gave themselves to hard, earnest work. For several weeks not only every available room in the Dormitories was full, but there were a large number of persons boarding wherever they could find rooms in the town, and it affords your Committee great pleasure to say that this summer term was a grand success. The running of this school considerably increased the indebtedness which we are obliged to report to your Board, but in our opinion the Board was fully

justified in making the expenditure. The cost of this school will be found in the Treasurer's and President's reports.

There is a constantly increasing demand in the country public schools for teachers who can teach at least the rudiments of instrumental and vocal music. To your Committee, this is gratifying and we have sought to prepare the teachers going out from this school as far as we can, to be able to meet this demand. We have employed a very accomplished teacher of sight-singing, who, with the Instrumental Music teacher, are in our opinion, doing a fine work. We make an extra charge of \$5.00 per month to those who take instrumental music, but all are required to take lessons in sight-singing, which is free and open to all. * * * Song and music carry brightness and sunshine into the home and community life, and we rejoice to know that our country people are demanding teachers qualified to give their children this uplifting training. We, therefore, feel that we were not only justified in the expenditure for these music teachers, but that the school is to be commended for it. The training here is confined to Public School Music, and we are glad to be able to report that the revenue received for Instrumental Music is very nearly paying for the expenses of this department of the work.

Your Committee notes further that there is a growing demand among the farmers of the State for teachers in the country public schools who can at least teach something of the rudiments of a better system of Agriculture. These teachers can not respond to that demand without being themselves taught. We are, therefore, glad to report to your Board that the President and Faculty of this Institution are doing all they can with the means at their command, to train the teachers going out from this Institution in this department of teaching, but to do this effectively, it will be necessary to have largely increased appropriations for laboratory work, apparatus, and science teaching, and, we suggest that your Board lay special stress upon this matter in its report to the Legislature.

Your Committee takes great pride in calling your attention and the attention of the public, to the career of his school. The first dirt was turned for the excavation of the buildings, and the first brick was laid on the second day of July, 1908. In two and one half years six beautiful, commodious, well equipped buildings have been constructed, and a school opened on the fifth day of October, 1909, and from then until the date of this report, six hundred and ninety students have been enrolled upon its records and have received the instruction of an able and enthusiastic corps of teachers, and of the six hundred and ninety who have been instructed here, about four hundred are now actually engaged in teaching in the public schools. * * * Up to this

time for this magnificent result, the State has put into this school only \$103,000—\$65,000 for construction and equipment and \$38,000 for maintenance.

In view of the work that has been accomplished which is imperfectly outlined in this report, we are sure that the General Assembly and the public will excuse the fact that we are obliged to report an indebtedness for the reasons which we have plainly and succinctly set out in this report. The entire indebtedness on the 19th day of November was \$11,194.83.

Now that the school is open and in operation, it is the purpose of the President and Officers of the Institution, and the Executive Committee, and we are sure of your Board, to live and work strictly within the income of the school. We think we can safely say that we shall not again report an indebtedness. We will do all we can with the means at our command and what can not be done within these means will simply have to go undone.

COMMITTEE'S RECOMMENDATIONS.

Nearly all, if not all, of the work in primary education is done in the public schools. Those who attend the universities and the colleges, whether male or female, State or denominational, start in the public schools, and the great masses of our people do not receive training in any other school for the duties of life. It is, therefore, of the very highest importance that the training in these schools shall be given by competent teachers.

The whole course of instruction in the East Carolina Teachers' Training School is arranged solely for the purpose of training teachers for efficient work in these public schools. We, therefore, feel confident that the Legislature, when fully advised of the needs of this school, will make appropriations to supply these needs. To this end your Committee has carefully considered the urgent needs of the school and we submit the following recommendations:

The school was completely over-run during the summer term this year, and the dormitory space was wholly inadequate. The Committee has reason to believe that the attendance upon this school will be very much larger when the spring session and the summer term open, and that the work of the Institution will be very much retarded with its present room and equipment. We are, therefore, of the opinion that increased dormitory room and class rooms are greatly needed.

In the plans for the construction of the buildings this increase was provided for without disturbing the general plan and harmony of all the buildings.

In the opinion of your Committee, two wings to the Boys' Dormitory should be built so as to make more dormitory rooms

and then this building will be a counterpart of the Girls' Dormitory.

The plans also provide for extending two wings to the Administration Building, so as to make increased class room facilities. Your Committee earnestly recommends that you ask for an appropriation for the extension of these two wings.

The dining room was also constructed so that it can be enlarged by taking the space now occupied by the kitchen into the dining room and extending a small wing southward to the Refectory for a kitchen.

Increased attendance upon the school will also require an increase in the laundry facilities. This can be easily made by building an annex to the east of the present Laundry.

The turbine and generator now in use, not only furnishes light for the buildings and grounds, but it also generates the power for the Refrigerating Plant. This requires this piece of machinery to run continuously, night and day. It is absolutely necessary, in the opinion of your Committee, to furnish and have ready for use, an additional unit so that if the present unit breaks down there will be another ready to take up the work, so that the Institution will not be deprived of lights and the work of the Refrigerating Plant.

The location of the President's residence in the Boys' Dormitory was a temporary matter and to continue only until the President's residence could be built. It is to the interest of the school, in the opinion of your Committee, that a residence for him shall now be built.

It is essential to do efficient work in this school, that a Practice School shall be constructed in connection with this school and under its direct control. So far as your Committee is advised, a Practice School is considered an essential feature of a well equipped teachers' training school, and your Committee earnestly recommends that a building for such a school be immediately erected.

There are some other minor additions and changes necessary; for instance, the enlarged rooms, apparatus and equipment for the Science Department.

Your Committee has consulted the architect, and carefully gone over his estimates, and it finds that the sum of \$80,000 will be required to do this work. We, therefore, recommend that your Committee ask for an appropriation of \$80,000 for the extension and furnishing the two wings to the Boys' Dormitory; the extension of the two wings to the Administration Building; the erection of the President's residence; the erection of a building for the Practice School; the extension to the Dining Room and the Laundry; the additional unit to the Power

Plant; the additional room and equipment for the Science Department, and other minor changes.

MAINTENANCE.

The increased attendance of students upon the school, of itself, will necessitate an increase in the appropriation for maintenance. In addition to this, provision must be made for the summer term of this school. Your Committee regards this summer term as exceedingly important in the State and serviceable to the common school work, because the student body in this summer term is made up of persons who are now actually engaged in teaching.

The school is without a Library or any books of reference, and this of necessity, handicaps the work of the school. A working Library, composed of reference books and such other necessary books to aid in the efficient work of the school, is, in the opinion of your Committee, a necessity. We, therefore, urgently recommend that we commence to build up such a Library, and for this purpose we recommend an appropriation of \$2,500 a year for the next two years.

It is in the opinion of your Committee, essential that the work of building walks through the grounds, setting out shrubbery and adding to its appearance shall be begun, and your Committee recommends an appropriation of \$1,000 a year for this purpose.

After careful investigation and consideration of the urgent needs of the Institution for the next two years, we are of the opinion that an appropriation of \$45,000 a year for maintenance will be needed, and your Committee urgently recommends that you ask for that appropriation. Your Committee further recommends that an appropriation of \$12,000 be made to cover the present indebtedness reported in this report.

THOS. J. JARVIS,

Y. T. ORMOND,

J. Y. JOYNER,

Executive Committee.

After careful examination and consideration, the report and recommendations of the Executive Committee were unanimously approved and adopted at its meeting December 20 and 21, 1910, as the report of the entire Board of Trustees and ordered to be transmitted to the Governor as its report and recommendations.

J. Y. JOYNER,

Chairman Board of Trustees.

Members Present:

J. Y. JOYNER,	R. B. WHITE,	J. R. BANNERMAN,
THOS. J. JARVIS,	J. C. PARKER,	ARCHIBALD McDOWELL.
I. T. TURLINGTON,	Y. T. ORMOND,	

President's Report

GREENVILLE, N. C., December 20, 1910.

To the Board of Trustees of the East Carolina Teachers' Training School.

GENTLEMEN:—At your meeting held June 11, 1909, I was chosen President of this school. It was impossible for me to begin with you before July 1, 1909.

When I came I found six buildings practically completed and the equipment for all but the Administration Building and Refectory ordered. Since my connection with the school you have purchased enough equipment for the school to do good work. It has been my purpose to recommend that you purchase the kind of equipment that will be both serviceable in this school, and also of a type that our students may recommend to their several school committeemen when they become teachers. The idea being a Training School should not only be a model in class-room work, but that the equipment should be of the type that may be taken as model. As will appear later in this report, there are many things we yet need.

On October 5, 1909, the school for the first time opened its doors for students. During that year (1909-1910) one hundred and forty-two students were enrolled in the eight months' course. At your meeting November 13, 1909, you authorized the school to offer a short course for teachers. As a result of this action the school opened its doors March 15th, 1910, to teachers. This term of school was divided into two sessions of ten weeks each. For the first term, March 15th to May 20th, thirty-two students were enrolled. For the second term, May 24th to July 30th, three hundred and thirty students were enrolled. The total enrollment for the entire school year, October 5, 1909, to July 30, 1910, was five hundred and four students. Of these, forty-two are counted twice, making a total enrollment of four hundred and sixty-two persons who took instruction in this school. For the school year beginning September 13, 1910, we have to date, one hundred and eighty-seven students, thus making a total enrollment since the school first began, of six hundred and ninety-one students.

I have made the most accurate estimate I can of the cost to the State, per capita, for the students who have taken instruction in this school and my estimate is, it has cost the State \$74.876 per student for each school year of nine months.

The total enrollment of this school could have been made much larger had we not advised many young men and women

who did not wish to become teachers, to seek instruction in some other institution. We have taken this position at this stage of the growth of the school that the people of our State may form a correct idea of the aims and purposes of this school, that they may realize that this is a professional school established by our State for the sole purpose of training teachers.

The courses of instruction offered in this school are found embodied in my report to you June 22nd, 1910. Also, in our first annual Catalog. From these courses of instruction it is apparent that the school is fulfilling the requirements of the law which established it.

In the part of my report to follow it is my purpose to give in outline some of the most urgent needs of the school.

Library: It will not be many years before we need a Library Building. If the Administration Building is sufficiently enlarged the Library may be placed here for a few years. The school has not been provided with reference books of any kind. A simple statement of conditions in this case, I am sure, is all that is necessary; for we all realize the necessity for a collection of books for reference and collateral reading.

Practice School: Educators throughout our country are unanimous in the opinion that a Training School should have provision made for the students to observe work of the grade they are preparing to do. Also, that they, while students in the training school, should be required to do some teaching under the immediate supervision of a Practice Teacher. To get this opportunity for our students it is necessary to erect a building for the Practice School.

Administration Building: To make adequate provision for the work in Science, including the work in Home Economics and Manual Training, to provide additional class rooms—these will be needed next year—to make a temporary home for the Library, to make provision for society rooms, and to provide a home for the Department of Music—this is now an urgent necessity; this building should be enlarged as per your original plans.

President's Residence: At present the head of the school has not only the duties incumbent upon him from the position, but he has charge of one of the dormitories. I do not think it best for the school for this condition to continue; therefore, a home for the President should be erected as per your original plans.

Gymnasium: It is universally recognized by educators that a well equipped Gymnasium is a necessity. In a climate such as we have, in my judgment a semi-open-air Gymnasium will be best.

Dormitories: Last summer the dormitory space was all taken

and many students were forced to find boarding places—at additional cost—in the town. At present the school can accommodate only a few more students. It will be two more years before the school has its normal size. Two wings should be added to the Boys' Dormitory as per your original plans.

Power Plant, Laundry and Refectory: All of our electric current is generated by one unit. For five days per week the generator is in use twenty-four hours per day. This strain is too great for any machine. An additional unit should be provided.

The number of students attending the school last summer overtaxed the Laundry and the Refectory. These buildings should be enlarged as per your original plans.

Farm for Farm Life Work: The public school teacher of the near future is going to be required to have a much more definite knowledge of farm life than the demands of the present call for. To meet this need the school should own a farm. On this farm should be erected a modern dairy building and a modern barn and stables.

At present we are using a part of the school grounds for this work. I am sure our students are getting much valuable instruction in this important subject.

Water Works: The cost for water at present is so great that it seems to me necessary for the school to build a water plant of its own.

Grounds, Walks and Driveways: There is much work yet to be done upon the grounds, walks and driveways. Your landscape engineers have been consulted and they advise that the part of the Campus in front of the Girls' Dormitory be graded so there will be a gradual slope from the Dormitory to Fifth Street. This has been approved and ordered done by your Executive Committee. With a reasonable appropriation we can, in a few years, have one of the most beautiful school grounds in our State.

Departments of Instruction: I have asked the teachers in the several departments to submit to me by departments, their several needs for equipment and maintenance. I have gone over these reports with great care and I have reduced each whenever possible. For the teachers in the several departments of instruction to do the work they should do from year to year, it will be necessary to spend more money in this direction.

Maintenance: The number of students attending the school is greater than was anticipated. Tuition, to all who agree to teach for two years is free by Act of the General Assembly. It is therefore necessary to increase the annual appropriation for maintenance.

This school has been open for the reception of students one year and three months. There are already nearly four hundred teachers in the public schools of North Carolina who have taken instruction here. Judging from the many kind words spoken and written the school has been of much service to them in their daily work. I trust the next General Assembly will give us the necessary funds—I do not ask for one cent more than the amount necessary to continue the work—for the normal growth and expansion of the Institution. I feel quite sure the General Assembly will make the necessary appropriations for the work to grow, since our work is solely for the elementary public schools of our State.

Respectfully submitted,

ROBT. H. WRIGHT,
President.

Treasurer's Report

GREENVILLE, N. C., December 20, 1910.

To the Board of Trustees of the East Carolina Teachers' Training School.

GENTLEMEN:—I beg to submit herewith a statement showing receipts and disbursements dating from the purchase of the site on which the school is built, and extending up to and including August 31, 1910, the close of the school year.

During this time the school has had two Treasurers. Mr. R. J. Cobb, your first Treasurer, turned over his books to your present Treasurer, December 20, 1909. His term of office ran into the regular school session and consequently, he made disbursements for both building and equipment, and maintenance. All settlements of contracts for building and equipment had not been made when your present Treasurer began payment, and he has also made disbursements for both equipment and maintenance.

During this period of construction and of actual school room work, it was often difficult to determine whether certain items should be charged to the equipment fund or to the maintenance fund, but the discrimination between equipment and maintenance funds was made as carefully as possible. (The books are so systematized now that hereafter these two accounts can be kept entirely separate.) There is on file in the Treasurer's office a valid voucher for each and every item of expense.

The appended statement shows that the County of Pitt and the town of Greenville have contributed for the erection and equipment of the six buildings now in use, \$98,000, while the State has expended in buildings and equipment \$65,000, so that the county and town have expended \$33,000 more in buildings and equipment than the State has appropriated for that purpose.

It will appear that the indebtedness indicated below was incurred in the construction and equipment of buildings.

Respectfully submitted,

C. W. WILSON,
Treasurer.

EAST CAROLINA TEACHERS' TRAINING SCHOOL.

19

RECEIPTS FROM ALL SOURCES.

From March 11, 1908, to August 31, 1910.

From the county of Pitt.....	\$49,000.00
From the town of Greenville.....	49,000.00
From the State of North Carolina for equipment.....	65,000.00
From the State of North Carolina for maintenance.....	34,500.00
From the boarding department income.....	12,496.33
From the light and heat income.....	949.98
From the laundry income.....	2,085.52
From the text-book income.....	563.75
From the medical income.....	305.26
From the music income.....	1,107.48
From the tuition income.....	772.21
From the dormitory income.....	309.16
From the study room income.....	64.00
From the fees summer term.....	855.00
From the miscellaneous income.....	33.05

Total receipts	\$217,041.74
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DISBURSEMENTS FOR ALL PURPOSES.

From March 11, 1908, to August 31, 1910.

Contract price for first four buildings (two Dormitories, Refectory and Administration Building)	\$81,529.87
Changes and additions as per vouchers.....	6,362.12
Contract price for Infirmary and Power House..	13,550.00
Changes and additions as per vouchers.....	150.70
Contract price for heating first four buildings..	11,712.63
Additional work, piping on grounds connecting up buildings	2,427.37
Contract price for heating Infirmary.....	1,694.05
Changes and additions as per vouchers.....	109.57
Contract price for sewer and drainage.....	3,157.70
Additional work as per vouchers.....	852.18
Contract price for grading grounds.....	1,500.00
Contract price for boilers, dynamos and engines.	8,500.00
Contract price for dressers, wash stands, tables and toilet sets	1,914.00
Additional as per vouchers (samples purchased)	4.50
Contract price bedsteads and springs.....	1,512.00
Additional as per vouchers (samples purchased)	45.00
Contract price of mattresses and pillows.....	1,920.00

Contract price for opera chairs for Auditorium.	\$1,197.00
Contract price for kitchen outfit.....	2,000.00
Additional as per vouchers.....	76.71
Contract price for laundry machinery.....	1,848.00
Chairs for dining room, dormitories and offices..	1,831.05
W. H. Harrington, school site.....	9,490.00
Landscape architects	700.00
Building architects	6,415.70
Engineers	1,380.65
Treasurer Cobb	900.00
Treasurer's bonds	270.00
Discounts	238.83
Recording deed	1.90
Water mains and hydrants.....	953.91
Plumbing (special kitchen)	59.95
Bricks to extend kitchen flue.....	36.50
Lumber for store room.....	35.32
Special allowance for extra brick.....	150.00
Paints and painting	174.83
Extra for excavating basement Administration	
Building	112.50
Clearing grounds	70.85
Shovels, axes, buckets	7.20
Tile for surface drainage.....	59.80
Lumber	12.86
Boards for walks	55.53
Crushed stone for concrete walks.....	359.53
Refrigerating plant (to August 31st).....	1,299.50
Sand and wrench	6.10
Manure for grounds, and hauling brush.....	111.50
Screening dining room and kitchen.....	218.27
Electric light and installation on grounds.....	2,227.92
Laboratory equipment	1,599.49
Crockery and cutlery for dining room and	
kitchen	560.91
Tables for dining room.....	176.00
Sideboard and trucks for dining room.....	380.10
Table linen, silence cloths, etc.....	118.51
Window shades for four buildings.....	496.60
Pianos, one grand and six upright.....	1,550.00
Fireproof safe	268.00
Rugs for offices, parlors and dormitories.....	848.00
Waste baskets for dormitories.....	37.50
Office desks and furniture.....	235.86
Program clock and fixtures.....	266.70
Tables for class room for drawing.....	72.00
Furniture for Lady Principal (bedroom).....	49.15

Blackboards, seats and other equipment for class rooms	\$684.94
Maps for class rooms.....	112.25
Filing cabinet, cabinet supplies and other equipment for offices	240.52
Typewriter, mimeograph, etc.....	122.75
Mats, baskets, etc.	81.65
Trustees' expense account	527.91
Watchman, after acceptance and before occupancy of buildings	42.00
Freight and drayage on material and furniture not in contract	613.19
Stenographic work and typewriting during progress of construction	59.10
Pair horses	400.00
Surrey, wagon, cart, harness and robes.....	251.80
Feed baskets	2.00
Door checks	54.67
Alarm clock	1.50
Heavy gum roller for leveling grounds.....	13.80
Manure for grounds	11.67
Hardware for boiler room and pipes.....	113.54
Flags, State	37.00
Sewing machine	24.00
Water coolers and slop jars.....	10.90
Curtain material for stage.....	4.60
Toilet paper	52.50
Expense for canvassing before school opened...	577.99
Pay roll for day labor, cleaning grounds, preparing walks, and putting buildings in condition for opening of school.....	1,486.38
Shop work	6.45
Boarding department expenses	10,437.90
Light and heat expense.....	3,410.99
Laundry expense	1,898.37
Text-book expense	1,510.02
Medical expense	395.76
Music expense	1,137.50
Dormitory expense	299.45
Miscellaneous maintenance	3,978.31
Office supplies	694.93
Salaries	14,595.33
Advertising	680.06
Trustees' expense account	68.95
School paper account	93.78
Farm and garden	148.96
Interest and discount	89.38

Supplies for science work.....	\$82.00
Hogs and horse feed.....	148.28
Due from students	436.20
Due from teachers (H. E. A.).....	150.00
Errors	5.94

Total disbursements	\$221,697.64
Total receipts	217,041.74

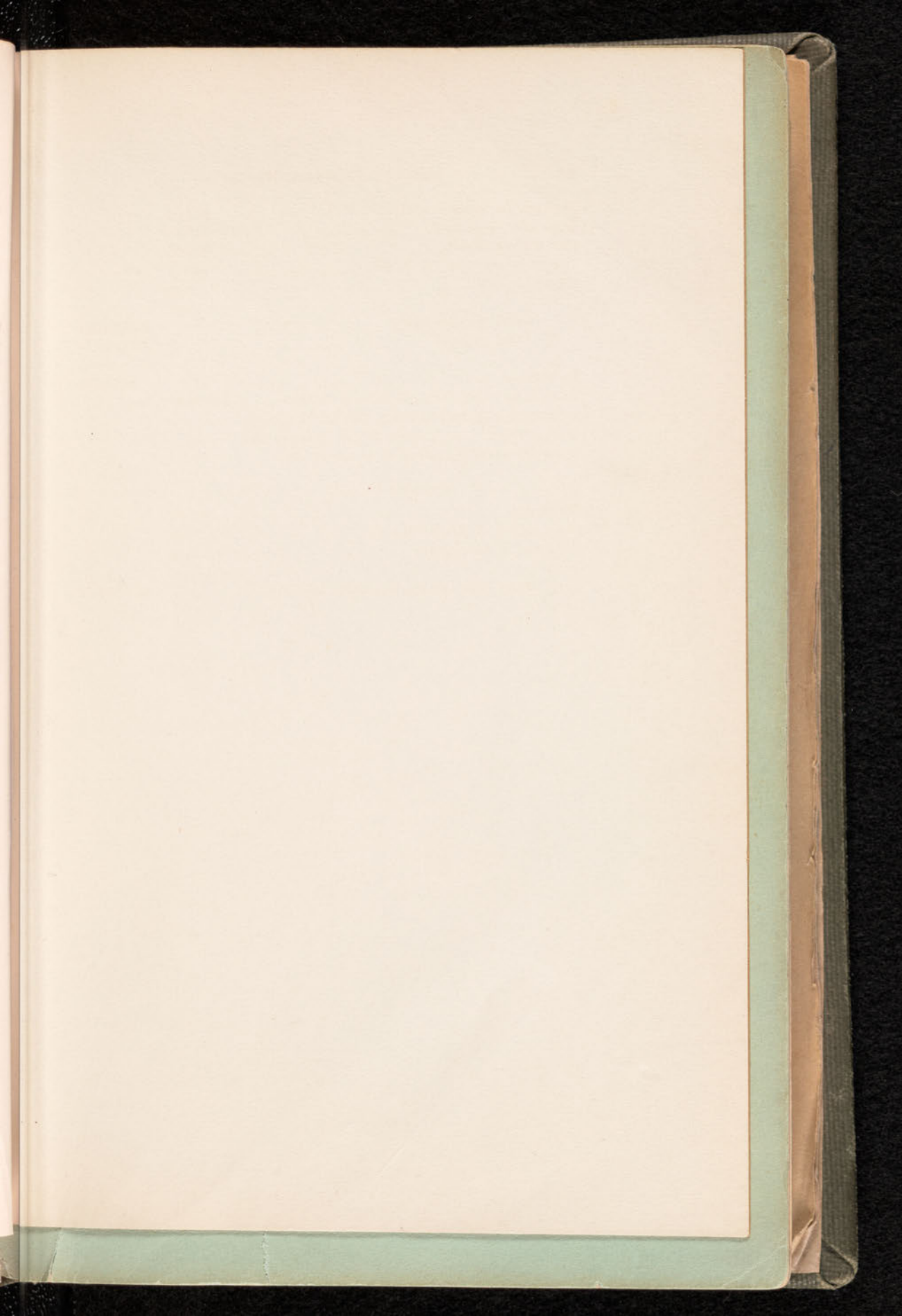
To balance	\$4,655.90
Amount of indebtedness September 1, 1910.....	\$4,655.90

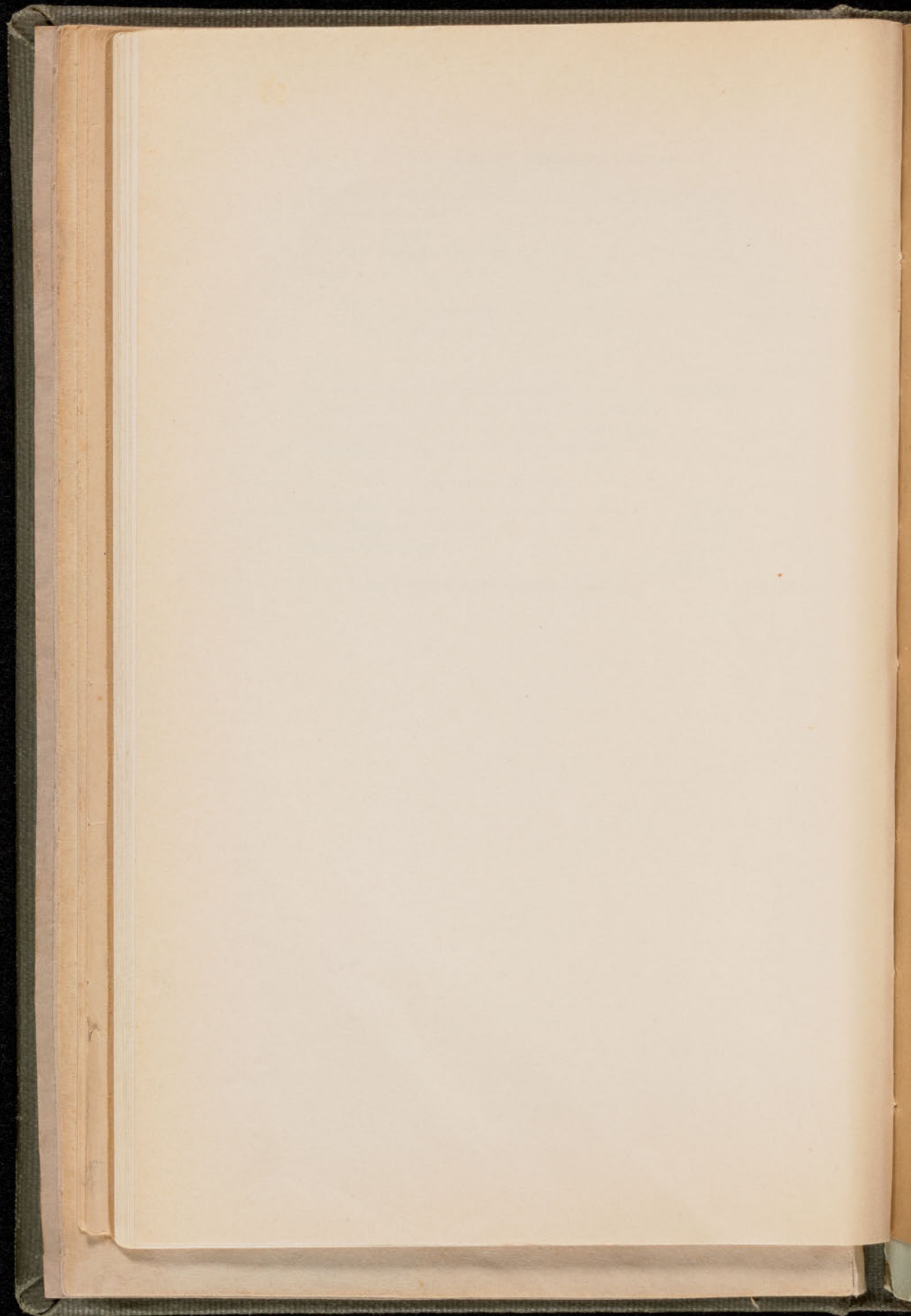
Merging this with the first quarter of present session (Sept. 1 to Nov. 19, 1910), it shows the indebtedness of the school to be as follows:

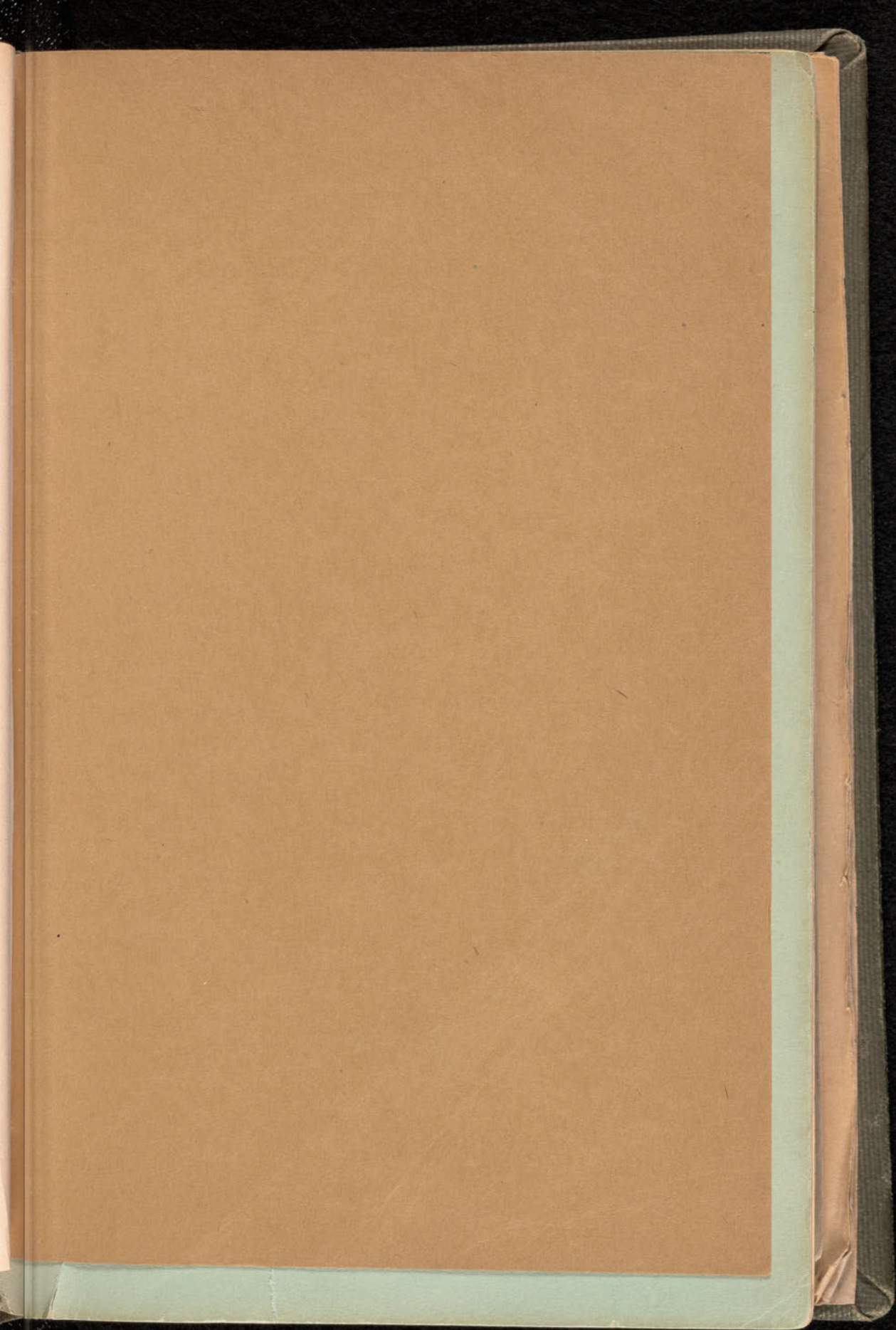
November 19, 1910.

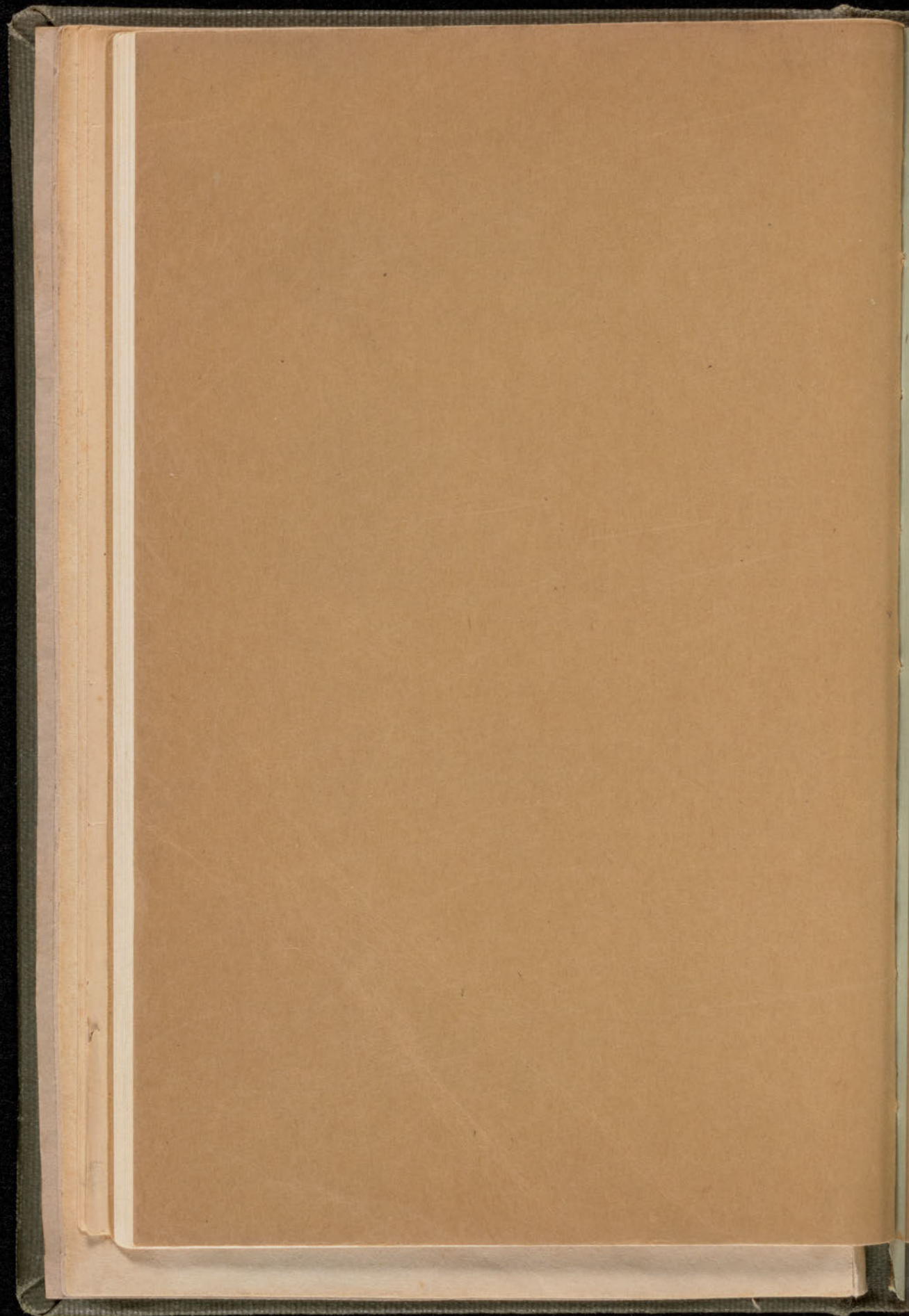
Overdrafts	935.63
Note (Bank of Greenville).....	3,000.00
Outstanding obligations	7,259.20

Total indebtedness November 19, 1910...	\$11,194.83
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THIRD BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

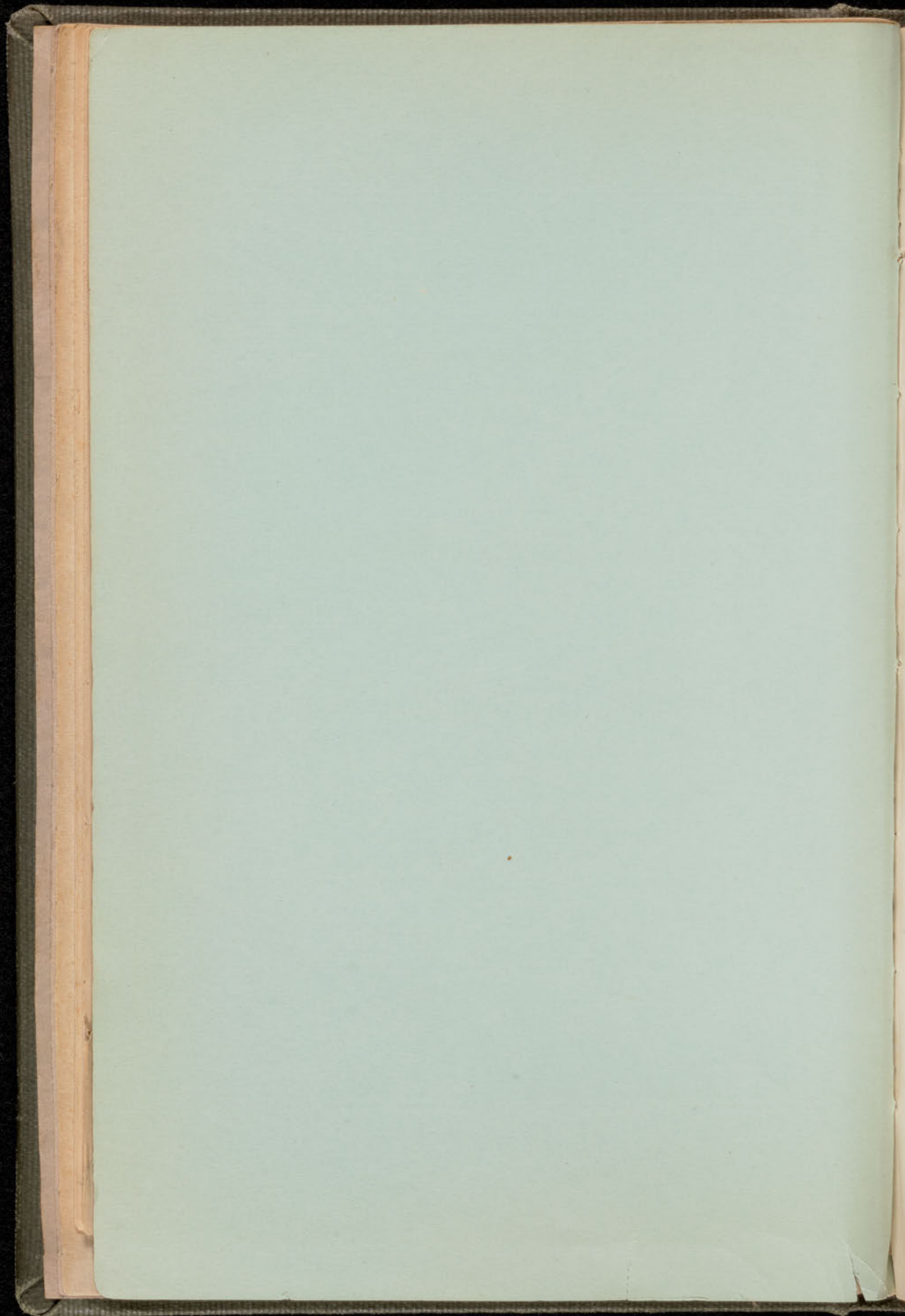
OF THE

EAST CAROLINA TEACHERS TRAINING SCHOOL

TO

GOVERNOR W. W. KITCHIN

1912



THIRD BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF THE

EAST CAROLINA TEACHERS TRAINING SCHOOL

TO

GOVERNOR W. W. KITCHIN

1912

RALEIGH
E. M. UZZELL & Co., STATE PRINTERS AND BINDERS
1912

BOARD OF TRUSTEES
OF THE
EAST CAROLINA TEACHERS TRAINING SCHOOL.

J. Y. JOYNER, (*ex officio*) *Chairman.*

C. W. WILSON, *Secretary.*

THOMAS J. JARVIS

J. O. CARR

J. R. BANNERMAN

Y. T. ORMOND

R. B. WHITE

J. B. LEIGH

CLARENCE POE

J. C. PARKER

ARCHIBALD McDOWELL

LETTER OF TRANSMITTAL.

STATE OF NORTH CAROLINA,
OFFICE OF SUPERINTENDENT PUBLIC INSTRUCTION,

RALEIGH, December 24, 1912.

*To His Excellency, W. W. KITCHIN,
Governor of North Carolina.*

I have the honor herewith to submit the report of the Board of Trustees of the East Carolina Teachers Training School, with the reports of the president and treasurer of said school, that the same may be submitted to the Legislature.

This report, as you will observe, was prepared by the executive committee of the board, which is the body in direct supervision of the school, and was adopted by the board as its report after careful consideration of the operation, purposes, and needs of the school.

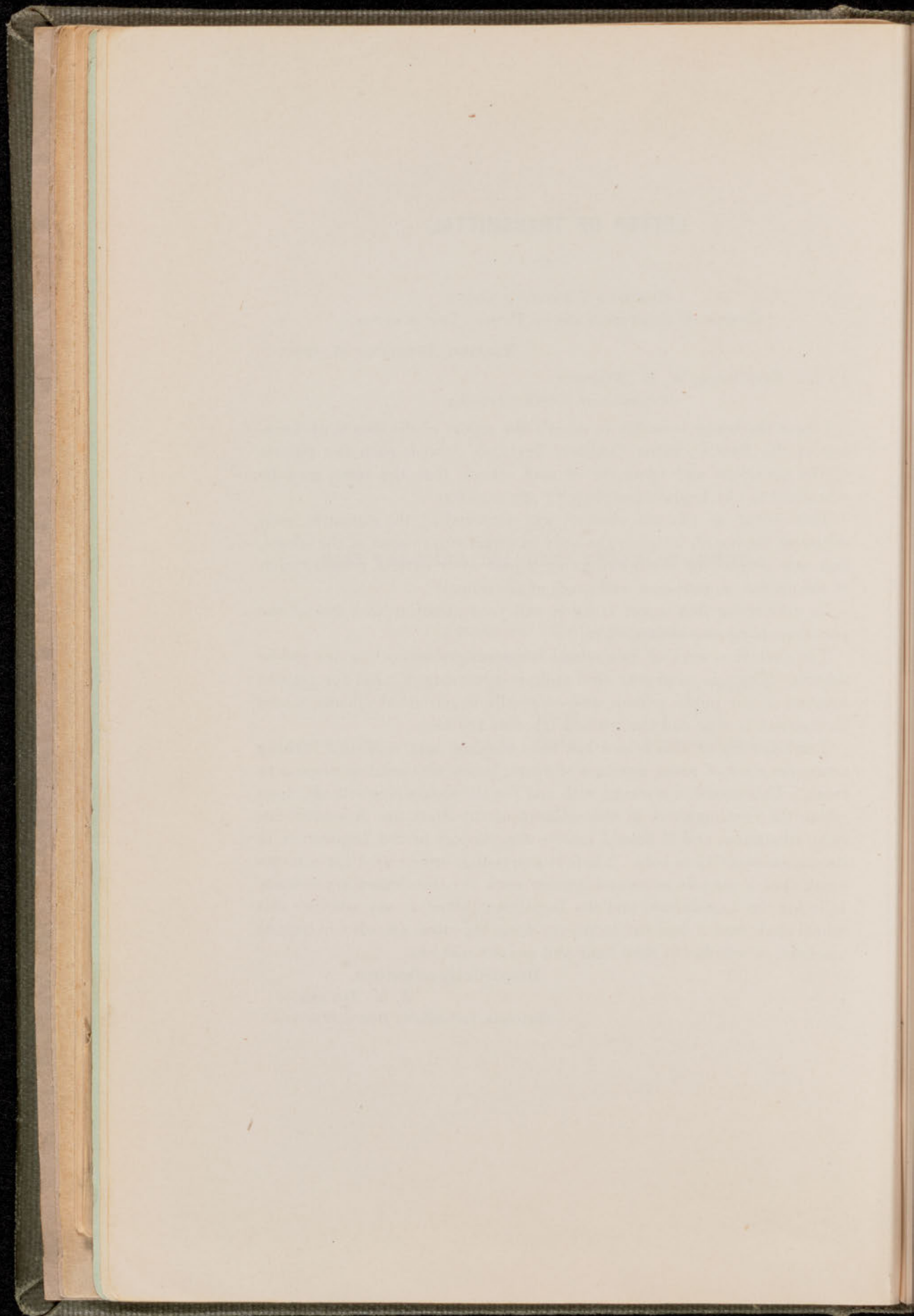
In submitting this report I beg to call your attention to a few of the pertinent parts emphasized in it:

The exclusive work of this school is training teachers for our public schools. There is an urgent need and an increasing demand for trained teachers in our public schools, and especially in our rural schools, where the harvest is ripe and the trained laborers are few.

The capacity of this school has been reached, and it is now turning away, for want of room, numbers of young ladies who want to prepare to teach. This school is working with and for the elementary schools, upon which the vast majority of the children of the State are dependent for their education, and it should receive the support of the Legislature to its utmost capacity to help. There is a pressing, urgent need for enlargement, that it may do more and greater work for the elementary schools. It is for the Legislature, and the Legislature alone, to say whether this school shall turn a deaf ear to the cry from the rural schools for trained teachers, or whether it shall hear and answer that cry.

Respectfully submitted,

J. Y. JOYNER,
Chairman (ex officio) Board Trustees.



PRESIDENT'S REPORT.

GREENVILLE, N. C., December 16, 1912.

*To the Board of Trustees of
East Carolina Teachers Training School.*

GENTLEMEN:—Since the school first opened its doors for students, October 5, 1909, we have had a net enrollment of 1,755, as follows:

	Regular School Year.	Summer.	Total.	Names Counted Twice.	Net Enrollment.
1909-1910.....	174	330	504	42	462
1910-1911.....	227	300	527	29	498
1911-1912.....	235	359	594	26	568
Fall Term, 1912.....	227		227		327
Totals.....			1,852		1,755

From this it will be seen that the total number of students enrolled since the school first began is 1,852. Not counting any student's name twice in twelve months, the total net enrollment is 1,755.

For lack of room in our dormitories, we have been forced to refuse admission to 599 students. This means that 34.1+ per cent of our total net enrollment has been refused admission. This fall, acting under your authority, we have not admitted young men into the rooms of the dormitories, and we have been forced to refuse admission to 68 young women for lack of dormitory space. This is 29.9+ per cent of the total enrollment for the fall term.

If the dormitories were not overcrowded they would accommodate only 190 students. We now have in the dormitories 202 students. To accommodate the twelve students above our available capacity, six sitting-rooms have been turned into bedrooms. This takes rooms from the students that they very much need. In fact, there is now no place in the dormitories for the students to meet in a social way, except in the corridors, and here they have to stand or sit upon trunks. This is not as it should be.

From the first, we have held this school to the purpose for which it was established, viz., to train teachers for the schools of North Carolina. If a student agrees to teach for two years, there is no charge for tuition. At present we have only eight students who pay tuition. This means that practically all the students in this school will become teachers.

The courses of instruction are found outlined in our catalogue for 1911-1912. A glance at this outline will show that we are offering only

those things that will help to make efficient teachers. Since 63 per cent of the people of North Carolina live on farms, and because of the fact that the rural school has long been, in a measure, the neglected school in our State, we are offering two one-year courses to train teachers especially for the country schools. In these short courses we feel that we are doing valuable service to the country children. This, however, does not mean that the graduates of this school are not going into the country schools. Over 75 per cent of those who have graduated from this school are now teaching country children.

DONATIONS.

The motto of this school is "To Serve." That the spirit of service has found lodgment in the hearts of the students is beautifully exemplified in the following donations. These came to the school without solicitation—in fact, I was in total ignorance of the purpose of the students in each case until the movement was well under way:

STUDENT LOAN FUND.

The Class of 1911.....	\$112.50
The Class of 1912.....	200.00
Summer School 1912.....	45.00
Total.....	\$357.50
For books in the library by the Summer School of 1911..	52.50

The Student Loan Fund has been the instrument of helping seven students. The donation to the library has been spent for books that are now in the library for reference purposes.

In the following part of this report it is my purpose to give in outline some of the most urgent needs of this school.

For the growth and development of the school, each item mentioned below is *now* a necessity:

1. The first need of this school is an *additional electric light unit*, both engine and generator. It is not wise to attempt to continue to furnish light without a larger electric unit.

2. *Two wings to the Administration Building.* These to contain classrooms, laboratories, music-rooms, and library. In the basement to be a lavatory for men and a lavatory for women, a stock-room, and a postoffice.

The enrollment of the school is now so large that every available room has been taken; we are using a cabin on the grounds for Domestic Science, and I still have one teacher without a classroom. The dressing-rooms, back of the stage, are used as recitation rooms, and the exits from the stage are used as practice rooms. The Young Women's Christian Association has been forced to move on the third floor and

a room has been fitted up for it. Some of our classes are too large and should be divided into sections. It is impossible to do this, because there is no place for an additional section to recite. We have more students in school than we can give instruction to in the size groups they should be placed. We are not able to give some of our classes more than half the laboratory work they need.

3. *Practice School*.—I think it is not necessary to assign reasons why we should have a practice school, for I believe every member of the board of trustees realizes the necessity for such a school.

4. *President's Residence*.—It is a part of the plan of the school to provide a home for the president. It is impossible for any man to give his best service to a school and live in the dormitory, as the president now is doing. The apartment he now uses could be occupied by students, thus increasing the dormitory capacity.

5. *Gymnasium*.—This building should contain the necessary floor space and equipment for the usual form of gymnastic exercises. It should also be a recreation hall, and a place large enough to teach the students in this school the plays and games that they should know and teach the children in their schools. In a school of this kind the students should be taught that it is as much a part of one's work as teacher to take care of the recreation hour as it is to take care of the recitation hour. We cannot do this part of our work unless we are in a position to organize our recreation hours and place them in charge of a well-trained teacher.

6. It is not possible for me to arrange the following in any order of preference, as the enlargement of the first will necessitate the enlargement of the others: (a) Dormitories, (b) Laundry, (c) Dining-room and kitchen.

(a) *Dormitories*.—We should add two wings to the East Dormitory, making it similar to the West Dormitory. Since the school began, October 5, 1909, we have enrolled 1,755 students and refused admission to 599 for the lack of room. This fall we have refused 68 students. In other words, it is impossible for this school to grow unless we build more rooms for the dormitories.

(b) *Laundry*.—If the dormitory capacity is increased it will at once become necessary to enlarge the laundry, for the laundry is now taxed to the limit of its capacity.

(c) *Dining-room and Kitchen*.—If additional students are admitted to the school it will also become necessary to build a kitchen and turn the present kitchen into the dining-room.

7. *Changes in West Dormitory*.—The corridor floors of the West Dormitory should be relaid with hardwood or covered with something like cork linoleum.

Every available parlor and pack room in the dormitories is now used as a bedroom, that we may accommodate as many students as possible.

At present the Lady Principal has no bathroom other than the general bathroom for the student body in the dormitory. This is not as it should be.

8. *Waterworks*.—The condition of the plumbing and the cost for water make it wise to establish our own waterworks.

9. *Gas Plant*.—To do the work in the laboratories as it should be done makes it necessary for us to install a gas plant. This should not cost over \$500.

10. *Office Equipment*.—The office has never been provided with the necessary files to keep the records as they should be kept.

11. *Walks and Grounds*.—Unless we spend, annually, something on the grounds we will not be able to keep them in the condition they are at present, to say nothing of improving them.

12. *Teachers*.—The present corps of teachers is overtaxed with work. We need this year at least two more teachers. If the school is allowed to grow it will be necessary to add to our present faculty.

13. *Books for the Library*.—The following appropriations have been made by you for the use of our library:

March 28, 1911.....	\$500
June 29, 1911.....	500

We now have 1,080 volumes. This does not supply us with the necessary reference books.

Two hundred and fifty thousand dollars (\$250,000) is a conservative estimate of the needs of this school for buildings and equipment. Sixty thousand dollars (\$60,000) a year is a conservative estimate of the needs for maintenance. But for the next two years the work will not be seriously handicapped if we get one hundred thousand dollars (\$100,000) for buildings and equipment and fifty-five thousand (\$55,000) a year for maintenance. Anything less than this will seriously handicap the school and will materially retard its progress.

Respectfully submitted,

ROBERT H. WRIGHT,
President.

REPORT OF EXECUTIVE COMMITTEE.

To the Board of Trustees of the East Carolina Teachers Training School:

GENTLEMEN:—The executive committee of your board beg leave to submit their report covering the operation of the school since the board's biennial report of 1910, together with such pressing needs as the future growth of the school imperatively demands.

The school has grown and increased in public favor till there is no further room for growth till material enlargement is made in the buildings and equipment of the school. Every available space is now filled and still scores of applicants for admission have been turned off because there was no room for them. When the dormitories were constructed several small rooms were reserved and set apart for the social meeting places for the young ladies. The pressure for admission was so great that those rooms have been closed and converted into bedrooms. So the young ladies have no place in which to meet and spend an hour in social intercourse except in the halls of the dormitory. This should not be so.

The school opened for the admission of students on the 5th day of October, 1909. It has been in operation about three years and three months. During these three years and three months there have been enrolled in this school, all told, 1,852 students, divided as follows:

Regular Term, 1909-10.....	174
Summer Term, 1910.....	330
Regular Term, 1910-11.....	227
Summer Term, 1911.....	300
Regular Term, 1911-12.....	235
Summer Term, 1912.....	359
Fall Term, 1912.....	227
Total.....	1,852

At the Summer Term, 1912, more than 150 actual teachers applied for admission who were refused because there was no room for them. At the present term many applications have been refused for the want of room, and these statements do not take note of those who would have applied but for the knowledge that the institution was full and running over.

The rapid growth of this school and its fine work in teacher training demonstrates that there was a great need for it in the educational system of the State. Its mission is to train teachers for the public schools. It does not aspire to be a college or to do college work. It is content to occupy its chosen field, believing it is there that it can render its

best service to the State. There is a commendable movement on foot to secure for every school district in the State a six-months term. Many communities have already taxed themselves to secure six and eight months terms. Good schoolhouses and long school terms are good things in themselves, but without good teachers their usefulness is greatly impaired. A good teacher is the one thing absolutely necessary to have a good school. The State levies, collects, and disburses the taxes for the support of the schools, and licenses the teachers to teach them. It, therefore, becomes the imperative duty of the State to provide and guarantee good teachers for them.

It is a fact known to even moderately well informed men that the country school is the weak point in the public school system. The country schools are greatly in need of longer terms and better teachers. The State can and should furnish better teachers. The communities will supply the money if the State will supply the well-trained teachers. The State should give special care and attention to these country schools, for the great majority of the children who attend them never attend any other school. In these schools by far the greater part of the country children obtain their only education and training for their life work. The parents of these children produce the raw material that feeds and clothes the world, and they are entitled to have good schools for their children. The farmers are justly demanding that the teachers of their children shall know and be able to teach accurately, at least the rudiments of agriculture, of plant life, of the laws of sanitation and hygiene, in addition to the studies ordinarily taught in the public schools. If all our rural schools could be supplied with well-trained, well-equipped teachers a marvelous change would rapidly be wrought in our whole population.

The East Carolina Teachers Training School is bending all its energies and exhausting all its resources to supply these schools with teachers well fitted for their needs. Of the students now in attendance, only eight are paying tuition, showing that nearly all are preparing to become teachers. It greatly needs more buildings and better equipment, and without these it cannot meet the pressing demands upon it. The State alone can supply these necessary buildings and equipment.

Your board was very fortunate in the selection of the president, officers, and faculty of the school. They are able, efficient, and zealous. They have infused into the school a spirit of earnest work, unselfish service, and manly and womanly living rarely equaled and nowhere excelled in any school. All they need to work a revolution in our rural schools is sufficient room and equipment to accommodate all who apply for admission. It should be remembered that as we improve these rural schools we improve our whole population.

One need but glance at the courses of study arranged by the president and his faculty to see that they are doing all in their power to meet the needs of the rural schools. They have divided the school year into four terms.

For 1912-13 the Fall Term runs from September 24 to December 21. The Winter Term from January 7 to March 22. The Spring Term from March 25 to June 10. The Summer Term from June 17 to August 9. This was arranged to give those now actively engaged in teaching an opportunity to attend the spring and summer terms as soon as their schools closed. The subjects taught during the spring and summer terms have been selected by the president and his faculty with a view to giving the teachers that attend them those subjects most needed. These terms would be more largely attended if there were sufficient room. Scores have been turned away from these terms for want of room to accommodate them. It is well to emphasize the fact that those turned away from these spring and summer terms are those then actively engaged in teaching. If these women are willing to spend the little salary that they receive for teaching in better preparing themselves to teach, it does seem hard—yes, unreasonable—that the State will not give them the opportunity.

It will thus be seen that this school runs a continuous session from about the middle of September to the first of August—longer than any other school in the State. The reason for this has already been given, but it must be noted that these longer sessions make the school more expensive.

The executive committee, conversant as the members are with the work and needs of the school, have thought it well to go into the details of its aim and purpose in the hope that the members of the Legislature may better understand these and be aided in reaching wise conclusions.

THE PRESSING NEEDS OF THE INSTITUTION.

The buildings now in use were so planned and constructed that they could be added to and enlarged without detriment to what has already been done. So the executive committee earnestly recommend that provisions be made by the Legislature of 1913 for—

1. The construction of the two wings of the East Dormitory so as to make it correspond to the West Dormitory. This will give additional dormitory space for 112 more girls.

2. The construction of two wings to the Administration Building for additional classrooms. These are greatly needed.

3. The erection of a new kitchen to the refectory, and turning that part of the dining-room now used as the kitchen into the dining-room. This will be according to the original plan, and will add about 200 to the seating capacity of the dining-room.

4. The enlargement of the laundry and power house. This will also be in accordance with the plans.

5. The erection of a building for a Practice School. This is a necessity for efficient teacher training.

6. The erection of a residence for the president. At present he resides in rooms in the center of the East Dormitory. He cannot do his best work surrounded as he is by students. He should be where he can have more quiet and better opportunity for study and work. Besides, his removal from the dormitory will give more dormitory space for the school.

7. The installation of an additional electrical unit. The school was originally equipped with a 75-horse-power turbine and a 35 k.w. electrical generator. As the school has grown and its equipment has been added to, this machine has of necessity been overloaded and overworked, and on the 25th day of October it broke down. This experience has taught us that it is not wise to attempt to run a school with one electrical unit, as at any time the school may be left in darkness. There should be an additional electrical unit to hook onto in case of need, so as to give the one in use time for rest and needed repairs.

8. The erection of a suitable Gymnasium. Proper exercise is essential to the healthful growth and full development of young life, and as those who are trained in this school are to go out to train the children of the State, they themselves should be properly trained in all things which may contribute to the full growth and development of the children intellectually, morally, and physically.

There are other things very greatly needed, such as reference books for the Library for the use of the school, improvements and ornamentation of the grounds, pumping station and tank for the well recently sunk, screening all the windows, additional apparatus for the Science Department; but some of these can be dispensed with for the time being. It is the purpose of the management of the school to ask for only what is imperatively needed, and to use what is given to the very best advantage for the school.

We estimate that it will require \$100,000 to erect and equip the additional buildings imperatively demanded. More than this sum could be very wisely spent, and then the school would not be able to meet the constantly growing demands made upon it.

In view of the marvelous growth of this school and the important work it is doing, and the further fact that the last Legislature appropriated nothing to this school for enlargement, and in view of the further fact that the county of Pitt and the town of Greenville have donated \$98,000 for buildings and equipment, and the State has appro-

priated only \$65,000 for these purposes, we feel justified in recommending that your board urge the Legislature to make a very liberal appropriation at the coming session, for buildings and equipment.

FINANCIAL CONDITION OF THE SCHOOL ON NOVEMBER 30, 1912.

The present efficient bursar took charge of the books and accounts, the purchases and expenditures of the school September 1, 1911. The books were audited up to that date and showed an indebtedness on open account of \$833.60, and a note of \$6,000; but this did not take into account the supplies on hand.

Total receipts from all sources September 1, 1911, to November 30, 1912	\$92,155.84
Total disbursements from September 1, 1911, to November 30, 1912..	91,926.20

Balance in cash on hand.....	\$ 229.64
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INDEBTEDNESS.

Bills outstanding and unpaid November 30, 1912.....	\$3,462.24
Note	6,000.00

Total indebtedness	\$9,462.24
Less cash on hand	229.64

Leaving net indebtedness.....	9,232.60
Supplies, provisions, and fuel on hand November 30, 1912....	\$5,413.91
Bills due the school.....	911.58
	<u>6,325.49</u>

Amount of indebtedness, less supplies on hand.....	\$ 2,907.11
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This statement does not include the note given in 1911 for \$800 for the purchase of additional land ordered by your board, and due April, 1913, nor for books on hand for the use of the school. The above note of \$6,000 referred to is a part of the indebtedness of \$12,000 reported to the Legislature of 1911. This note could have been paid off by the economy used, but for the expenditure made in sinking a well to give the school an independent supply of water. The board thought it wise to make an effort to secure a supply of water from wells, not only on account of the cost of water furnished by the town, but also because of the deleterious effect of the steam from this city water upon the pipes. One well was sunk near the power house, 1,006 feet, which gave no water. The last 300 feet of this 1,006 was bored through solid rock.

Another well was sunk 72 feet at a different point, which gave a yield of 40 gallons of water per minute, and another near this was sunk 50 feet, yielding about 30 gallons per minute. It is estimated that these wells will furnish an ample supply of water for the school.

The contract for this work was let to the Sydnor Pump and Well Company, of Richmond, Va. The whole work was under the control of the following committee appointed by your board: A. McDowell, Y. T. Ormond, and Robert H. Wright.

This committee carefully investigated the whole situation before contracting for the wells and carefully and frequently supervised the work while in progress. The entire cost of the three wells was about \$7,000. The convenience, economy, and protection of an independent water supply for an institution of this sort is manifest.

MAINTENANCE.

The law establishing this school gives free tuition to all students who agree to teach school. As before stated, there are only eight students now in school paying tuition. So the only resource to which we can look to run the school is the appropriations made by the Legislature. With the present attendance, we need three more teachers. Some of the classes ought to be divided to give them the best training. The present teaching force has willingly given extra recitations to meet, as far as they could, this extra demand.

There is a pressing need for additional reference books. Then, too, we must believe the Legislature will respond to the crying demand of the country folk for more teachers and better teachers. In view of these urgent demands upon the school, it is the opinion of your committee that the sum of \$55,000 per annum for maintenance will be needed, and we recommend that your board ask the Legislature for that amount.

Respectfully submitted,

THOMAS J. JARVIS,
J. Y. JOYNER,
Y. T. ORMOND,
Executive Committee.

After careful consideration of the reports of the treasurer, the president, and the executive committee, and after being fully informed as to the operations, purposes, and needs of the school, the board of trustees adopts the report of the executive committee as its report, and directs this report to be sent to the Governor to be submitted to the Legislature as the report of the board of trustees.

J. Y. JOYNER,
Chairman Board of Trustees.

TRUSTEES PRESENT.

J. Y. JOYNER
THOMAS J. JARVIS
Y. T. ORMOND

R. B. WHITE
J. C. PARKER
J. B. LEIGH

J. R. BANNERMAN
CLARENCE POE

TREASURER'S REPORT.

GREENVILLE, N. C., December 17, 1912.

To the Board of Trustees of the East Carolina Teachers Training School:

GENTLEMEN:—I became treasurer of the school September 1, 1911. The books audited to that date show balances from which I opened the books as follows:

Note due Bank of Greenville.....	\$ 6,000.00
Overdraft, Bank of Greenville	942.51
	<hr/>
	\$ 6,942.51
Cash on hand.....	108.91
Deficit account	6,833.60
	<hr/>
	\$ 6,942.51

Beginning September 1, 1911, a "Cash Statement" for the school year 1911-12, ending August 31, 1912, is as follows:

RECEIPTS:

Cash on hand September 1, 1911	\$ 108.91
State Treasurer	45,000.00
For board and fees from students.....	25,386.59
Miscellaneous	1,194.32
Balance (overdraft)60
	<hr/>
	\$71,690.42

DISBURSEMENTS:

Old overdraft paid.....	942.51
Checks on Bank of Greenville.....	70,722.91
Interest on time draft.....	25.00
	<hr/>
	\$71,690.42

Statement showing operations of school from September 1, 1911, to August 31, 1912:

State appropriation	\$45,000.00
Board income	18,170.53
Laundry income	2,907.54
For rent of text-books.....	980.24
Light and heat income	1,662.48
Medical and infirmary fees	789.85
Dormitory fees	409.66

Tuition for music.....	\$ 1,139.00
Literary tuition	165.00
Day-student fees	80.46
Registration fees (Summer School, 1912).....	897.50
From students on back accounts.....	352.58
Miscellaneous income	179.63
From note due Bank of Greenville	6,000.00
Overdraft at bank.....	.60

\$78,735.07

Dining-room expense	15,740.00
Laundry expense	2,772.48
Text-books for rent.....	804.71
Light and heat expense.....	6,673.39
Medical and infirmary expense.....	751.21
Dormitory expense	696.99
Due from students.....	685.98
Salaries	26,200.00
Garden and stable expense.....	184.22
Stationery to sell to students.....	312.43
Trustees' expense	144.37
Interest and discount.....	408.00
Advertising	772.68
Office expense and postage.....	417.34
Well	4,199.96
Culvert	95.75
Library books	685.73
Science Department	901.36
Real estate	200.00
Equipment	836.30
Miscellaneous maintenance—pay-rolls, repairs and sun- dry items not otherwise classified.....	8,643.72
Balance of indebtedness, 1910-1911.....	6,608.45

\$78,735.07

Cash statements September 1, 1912, to November 30, 1912:

RECEIPTS:

Cash on hand September 1, 1912	\$ 158.45
State Treasurer	11,250.00
For board and fees from students.....	8,974.47
Miscellaneous receipts	241.55

\$20,624.47

DISBURSEMENTS:

Overdraft paid	159.05
Checks issued	20,235.78
Cash on hand November 30, 1912.....	123.90
Bank balance November 30, 1912.....	105.74

\$20,624.47

RECAPITULATION.

Receipts September 1, 1911, to November 30, 1912.....\$92,155.84
 Disbursements September 1, 1911, to November 30, 1912. 91,926.20

Balance on hand\$ 229.64
 Bills outstanding and unpaid November 30, 1912..... 3,462.24
 Note 6,000.00

Total indebtedness\$ 9,462.24
 Less cash on hand 229.64

Leaving net indebtedness.....\$ 9,232.60
 Supplies, provisions, and fuel on hand November 30, 1912 5,413.91
 Bills due the school..... 911.58

\$ 6,325.49

Amount of indebtedness, less supplies on hand.....\$ 2,907.11

REPORTS TO STATE AUDITOR.

The monthly reports of receipts and listing of disbursements in detail, including the month of November, 1912, have been sent to the State Auditor on the official blanks furnished by his office.

STUDENT LOAN FUND.

The graduating classes and the Summer School of 1912 have left with the school voluntary donations to be loaned to needy students. This fund is not entered with the current accounts of the school, but is handled as a trust fund on its own account in a separate book.

It stands as follows:

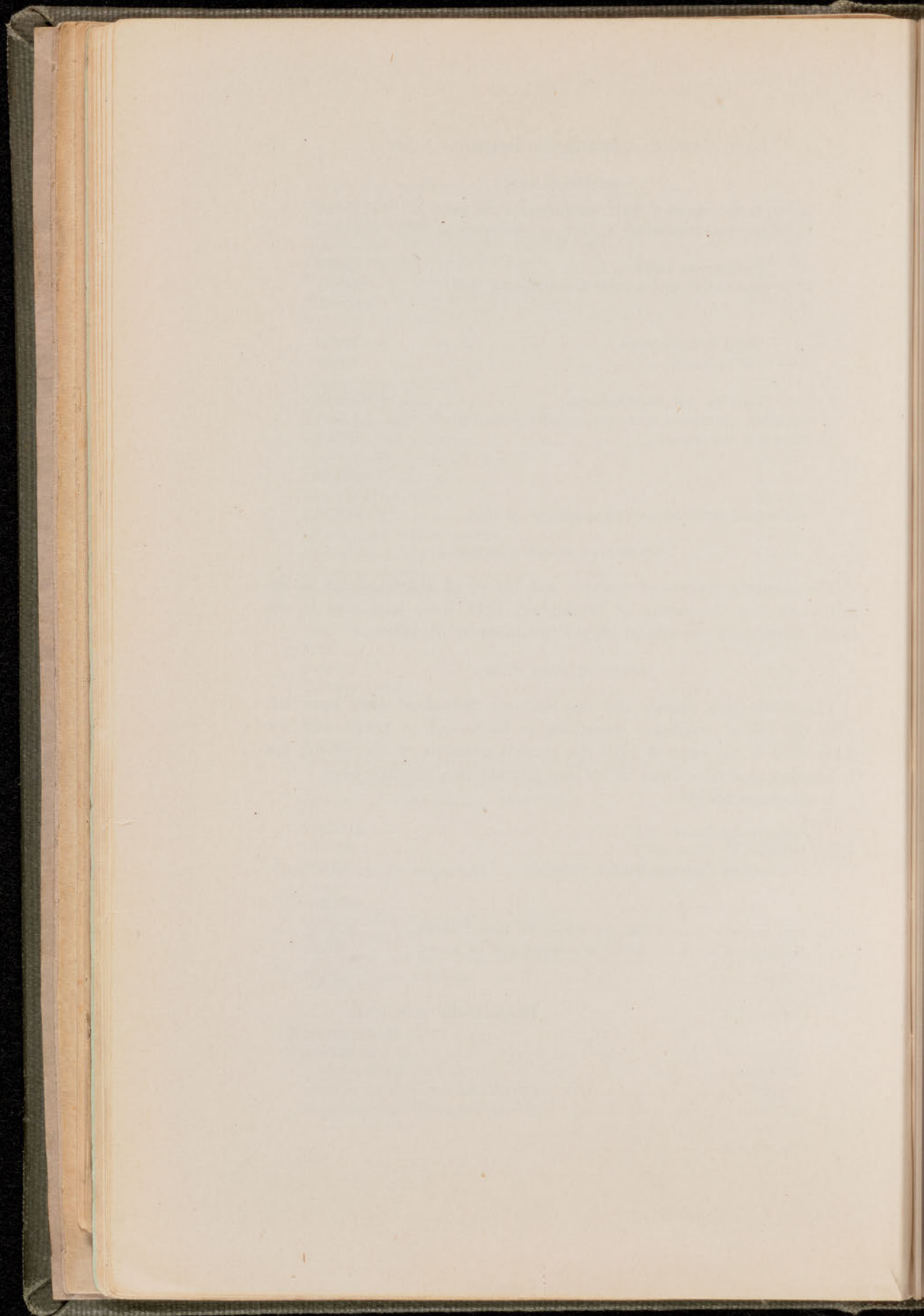
Donated by Class 1911.....\$112.50
 Donated by Class 1912..... 200.00
 Donated by Summer School, 1912..... 45.00

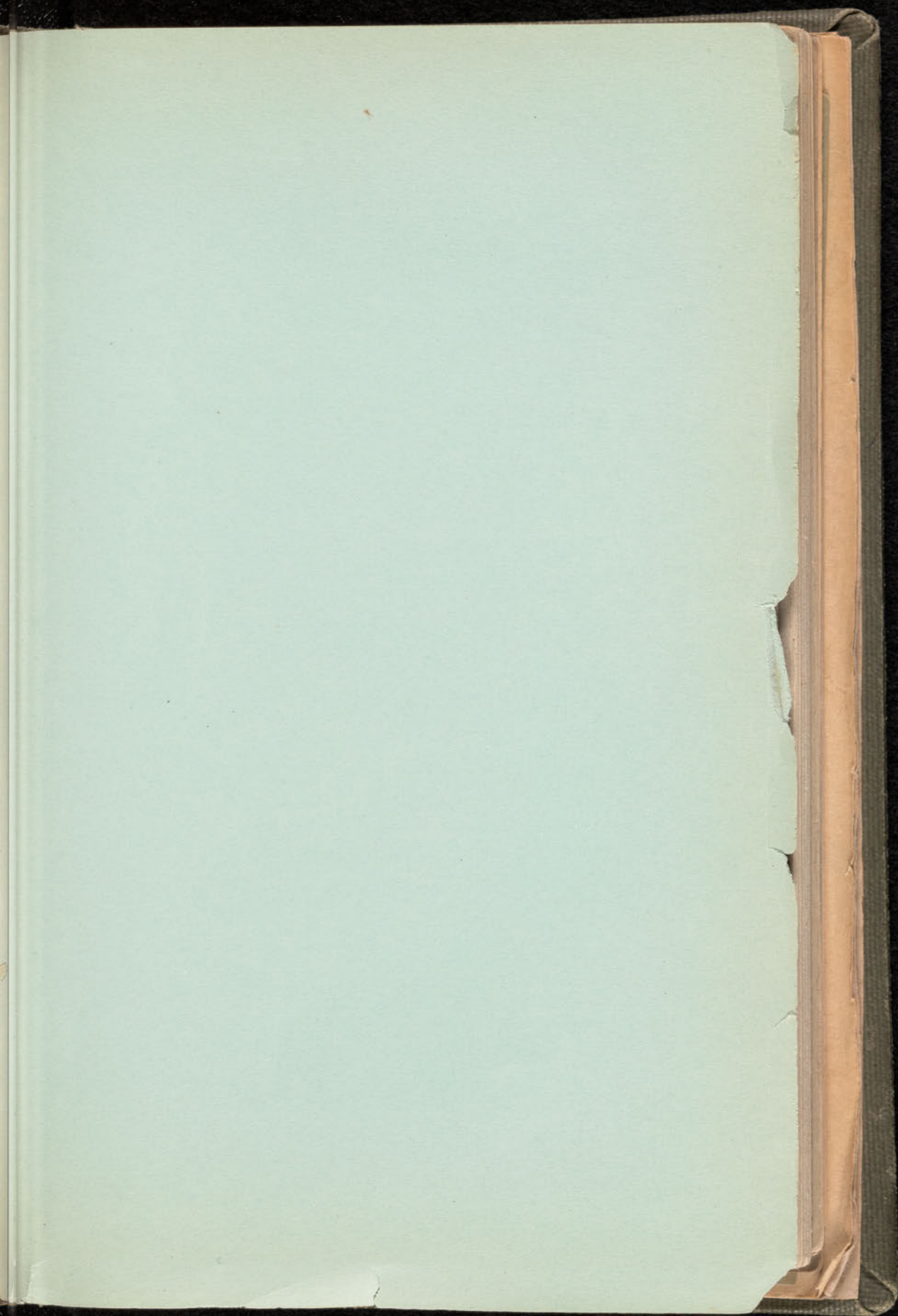
Total fund\$357.50
 Amount now loaned out, for which we hold 7 notes..... 278.16
 Balance on hand, promised to student now in school..... 79.34

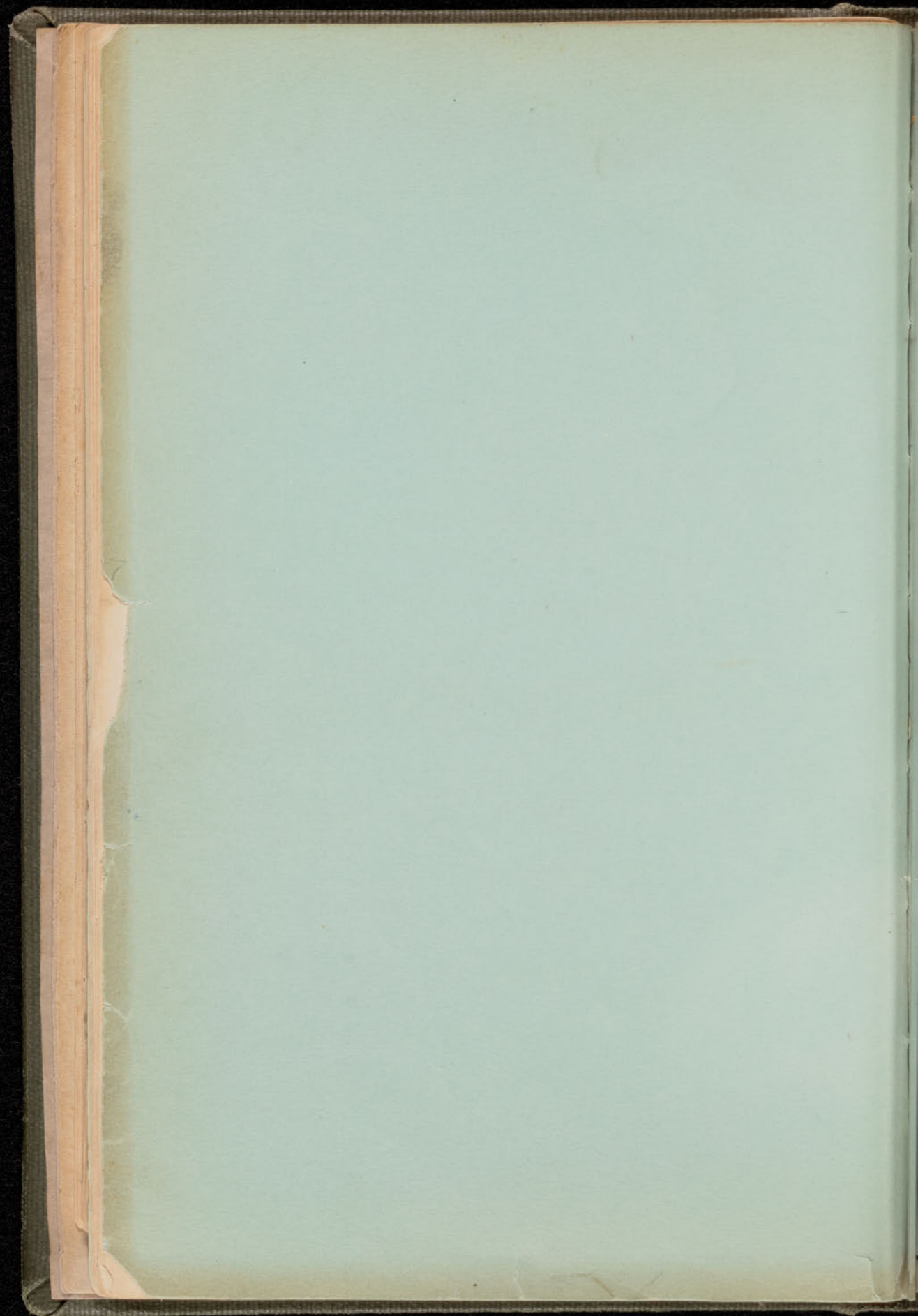
\$357.50

Respectfully submitted,

J. B. SPILMAN,
Treasurer.



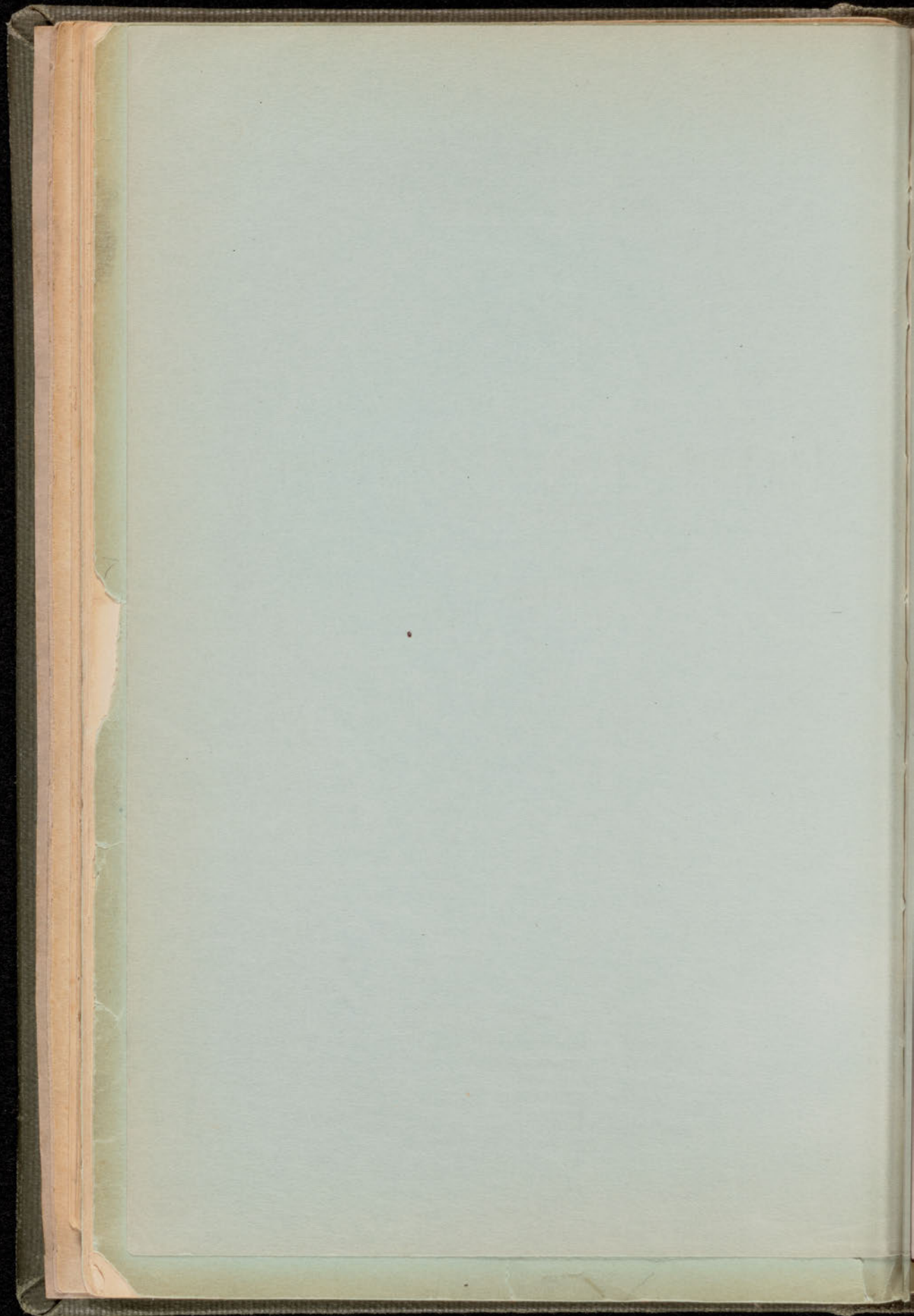




BIENNIAL REPORT
OF THE
TRUSTEES
OF
East Carolina Teachers Training School
GREENVILLE, N. C.

1913-1914

RALEIGH
EDWARDS & BROUGHTON PRINTING CO.
STATE PRINTERS
1915



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STATE PRINTERS
1915

LETTER OF TRANSMITTAL

ADMINISTRATION BUILDING
EAST CAROLINA TEACHERS TRAINING SCHOOL
GREENVILLE, N. C.

December 29, 1914.

To His Excellency, LOCKE CRAIG, Governor:

SIR:—I have the honor, as directed by law, to submit herewith the report and recommendations of the Board of Trustees of the East Carolina Teachers Training School, together with the reports of the President and the Treasurer for your information and for the information of the General Assembly.

In submitting these reports I beg to call special attention to the urgent needs arising out of the increasing popularity, the enlarging service and the growing demands of the public upon the institution.

The training of teachers for the public schools is the exclusive work of this school. The increasing demand for trained teachers in our public schools is clearly demonstrated by the increasing attendance upon this Teachers Training School to the full limit of its capacity in regular term and summer term each year and in the growing number of applications for admission that cannot be met for lack of accommodations, until the number of eager turned-away applicants in whose faces the door of opportunity had to be closed has reached 1,312, as will be seen from the President's report. It is a most hopeful sign that the people are demanding trained teachers and that the teachers are seeking better training for this most delicate and difficult work of properly training and equipping for life the children of our commonwealth.

This school is working with almost unprecedented success for the training of teachers for the elementary schools, especially the rural schools upon which the vast majority of children of the State are dependent for their education for citizenship and for life. The importance of the work to which this school has been set, and the success with which it is doing that work, merit and demand the support of the General Assembly to the utmost of its ability to enlarge and strengthen such a work.

The facts set forth in the reports herewith submitted are in themselves unanswerable evidence of the urgent needs of this most useful institution for enlargement and better equipment that it may meet the urgent demands upon it by teachers eager and ambitious for better training, by the public daily becoming more discriminating between good and poor teaching and more insistent for better teaching, and by innocent children daily suffering from lack of more efficient teachers.

It is for the General Assembly to say whether this school shall go forward or stand still in its work, whether these urgent needs and insistent demands shall be heeded or unheeded.

Respectfully submitted,

J. Y. JOYNER,
Chairman Board of Trustees.

REPORT OF SUPERINTENDENT

ADMINISTRATION BUILDING,
EAST CAROLINA TEACHERS TRAINING SCHOOL.

GREENVILLE, N. C., December 29, 1914.

To the Board of Trustees of East Carolina Teachers Training School:

GENTLEMEN:—Since the school first opened its doors for students, October 5, 1909, we have a net enrollment of 2,907 as follows:

	Regular School Year	Summer	Total	Names Counted Twice	Net En- rollment
1909-1910.....	174	330	504	42	462
1910-1911.....	227	300	527	29	498
1911-1912.....	235	359	594	26	568
1912-1913.....	252	322	574	20	554
1913-1914.....	251	328	579	19	560
Fall Term 1914.....	265		265		265
Totals.....			3,043		2,907

From this it will be seen that the total number of students enrolled since the school first began is 3,043. Not counting any student's name twice in twelve months the total net enrollment is 2,907.

For lack of room in the dormitories we have been forced to refuse admission to 1,312. This means that 45.1+ per cent of our total net enrollment has been refused admission. For the Fall Term this year we had a dormitory capacity of sixty students more than we had one year ago, but all the rooms were taken at an earlier date than they were in 1913. This gives you some idea of the increased demand for dormitory space.

The health conditions in this school, from the first, have been entirely satisfactory. We are now in our sixth school year and have never had a death nor an epidemic.

From the first we have held this school strictly to the purpose for which it was established, viz., to train teachers for the schools of our State. If a student agrees to teach for two years there is no charge for tuition. At present we have only three students who pay tuition. This means that practically all the students in this school have signed the agreement to teach when they leave us.

The courses of instruction are found outlined in our catalog for 1913-1914. A glance at these courses will show that we are offering only those subjects that will help to make efficient teachers. Since sixty-three per cent of the people of North Carolina live on the farms, and since the rural school has been in a measure the neglected school in our State, we are offering two one-year courses intended to meet the needs of those who are to teach in the country schools. We feel that we are doing a valuable service for the country children in these courses. This does not mean, however, that the *graduates*

of this school are not going into the country schools. Over seventy-five per cent of our graduates are now teaching country children.

Of the 2,907 students who have attended this school almost all of them, except the present student-body of 265, are teaching in the public schools in our State.

DONATIONS.

The motto of this school is "To Serve." That the spirit of service has found lodgment in the hearts of the student-body is clearly exemplified in the following donations. These came to us without solicitation, in fact I was in total ignorance of the purpose of the students in each case until the movement was well under way.

STUDENT LOAN FUND.

The Class of 1911.....	\$112.50
The Class of 1912.....	200.00
Summer Term of 1912.....	45.00
The Class of 1913.....	300.00
The Class of 1914.....	210.00
Summer Term of 1914.....	21.00
<hr/>	
Total	\$888.50
For books in the library by the Summer Term of 1911..	52.50

The Student Loan Fund has been the instrument of helping 16 students. The donation to the library has been spent for books and they are now in the library for reference purposes.

The Pitt County Federation of Women's Clubs has raised sufficient funds to keep one Pitt County girl in school during the present school year. They have, also, \$20 additional to be loaned to some deserving student. The Sallie Southall Cotten Loan Fund of the North Carolina Federation of Women's Clubs has been the instrument of keeping in school two students a year since it was established something over a year ago.

The last General Assembly made an appropriation of \$40,000 for permanent improvements. Your Executive Committee, acting under your instructions, has spent this money in erecting a wing to the East Dormitory, thus increasing our dormitory capacity by sixty; in erecting a wing to the Administration Building, thus giving us four additional classrooms, a domestic science room, a laboratory, two supply rooms, a stock room and a post office; in erecting the President's residence; in erecting an addition to the power plant and in the purchase of additional machinery and equipment. A detailed account of these improvements and expenditures is found in the minutes of your Executive Committee. These additional improvements were very necessary and have greatly added to the working efficiency of the school.

In addition to the above mentioned improvements the town of Greenville has erected on our grounds a four-room building to be used as a model school. You are under agreement with the Board of Trustees of the Greenville Graded School to pay for this building and to add a second story as soon as you can get the funds for this purpose.

NEEDS OF THE INSTITUTION.

Maintenance. The increased enrollment and the opening of the model school have made it necessary to enlarge our faculty. We now have twenty-nine teachers and officers. This is a larger number than we have ever had on our pay roll before this year, consequently our expenses have been considerably increased. Before another school year we should add other members to our faculty. It is, therefore, imperative that our annual appropriation for maintenance be increased.

The calendar year is divided into four terms, any three consecutive terms may make a school year. This means that our Summer Term is a regular term of the school and is on the same basis as any other term. Our appropriation for maintenance has to cover the expenses of this term as well as the Fall, Winter and Spring Terms. This is an additional reason why our appropriation for maintenance should be increased.

The school cannot grow and meet the urgent demands constantly being made upon it without the following things:

1. *Dining Room.* The present student-body is too large for the capacity of our dining room. In the original plans for this building it was contemplated to turn the present kitchen into the dining hall and to erect a kitchen to the south end of this building. This should be done before the next school year begins.

2. *Model School.* Our present Senior Class has between forty and fifty students. This is as great a number as we can handle with any degree of satisfaction in a four-room model school. Next year we will have between seventy and eighty students in our Senior Class. It is necessary, therefore, that you purchase the Model School building from Greenville and that you add the second story to the same, thus giving us the use of eight rooms instead of four in the Model School.

3. *Hot Water System.* The line of pipe conducting hot water from the heater in the power plant to the bathrooms in the various buildings has given out and must be renewed.

4. *Wing to the East Dormitory.* Since the school first began in 1909 we have turned away for lack of dormitory room 1,312 applicants. This means that over 50,000 children in North Carolina are not being taught as well as they would have been had we not been forced to refuse these applicants. The constant demand above our capacity is too great to be ignored. You should have a wing added to the East Dormitory, thus enabling us to accommodate sixty more students.

5. *Gymnasium.* In a school of this kind the students should be taught that it is as much a part of the teacher's work to take care of the recreation hour as it is to take care of the recitation hour. It is impossible for us to do this part of our work unless we are in a position to organize our recreation hours and place them in charge of a competent teacher. To do this it is necessary that you erect a modern gymnasium with a room to be used for the usual gymnastic exercises, but to be large enough to be used as a recreation hall in which the plays and games of the public school may be taught to our students.

6. *Laundry.* That part of the power plant now used for the laundry is too small to meet the demands made upon it. This building should have an

addition erected to the east and sufficiently large to double the present floor space used as a laundry.

7. *Literary Societies and Young Women's Christian Association.* We have two flourishing literary societies and a very strong Young Women's Christian Association. Neither of these organizations has a suitable home. Some provision should be made for each of these student organizations to have a comfortable place to hold meetings.

8. *Wing to Administration Building.* There should be erected a wing to the west end of the Administration Building, thus increasing the classroom capacity of the school.

9. *Walks and Grounds.* It is very necessary that we spend annually more money on our walks and grounds than we are spending at present. The boardwalks last only a short time and are very expensive to keep in repair. Concrete should take the place of the present boardwalks and several additional walks should be laid.

10. *Books for the Library.* The following appropriations have been made for our Library:

March, 1911	\$500.00
June, 1911	500.00
June, 1913	611.29
<hr/>	
Total	\$1,611.29

We now have 1,774 volumes. This does not supply us with the necessary reference books. The present room used for the Library is too small. Provision should be made in the wing to be erected to the Administration Building for a larger room to be used for the Library, or a building should be erected for the Library. I shall not ask for a Library building this time, though it is one of our urgent needs.

An appropriation to cover these permanent improvements and an appropriation of \$60,000 a year for maintenance are imperatively necessary. Anything less than this will seriously handicap the school and materially retard its progress.

Respectfully submitted,

ROBERT H. WRIGHT,
President.

FINANCIAL STATEMENT

December 31, 1914.

President and Board of Trustees East Carolina Teachers Training School.

GENTLEMEN:—I hand you herewith a financial statement of the operations of the school for the two school years beginning September 1, 1912, and ending August 31, 1914, and also a similar statement of the receipts and disbursements from September 1, 1914, to November 30, 1914.

The current assets and liabilities on December 1st are approximately the same as shown in the above statement of September 1, 1914.

Respectfully submitted,

J. B. SPILMAN, *Bursar.*

TREASURER'S STATEMENT

CASH RECEIPTS FOR TWO SCHOOL YEARS FROM SEPTEMBER 1, 1912, TO
AUGUST 31, 1914.

State appropriation for maintenance	\$90,000.00
State appropriation for debt	6,000.00
State appropriation for permanent improvements	40,000.00
Borrowed money	18,000.00
Students, for school expenses.....	66,378.91
Miscellaneous receipts	2,425.03

Total receipts for entire period.....	\$222,803.94
---------------------------------------	--------------

DISBURSEMENTS FOR ABOVE PERIOD OF TWO YEARS.

Overdraft at beginning of period September 1, 1912....	\$0.60
Architects	2,851.80
Advertising and publication.....	2,896.37
Building repairs	1,216.69
Contracts for additions to Administration Building, East Dormitory and Power House and for erecting Presi- dent's Residence	37,907.43
Heating, wiring, plumbing and furniture for above buildings	7,809.43
Additional equipment for power plant.....	7,749.97
Farm and garden.....	815.44
Grounds and walks.....	1,972.51
Infirmary expense	497.62
Interest and discount.....	1,686.65
Insurance	374.25
Lectures	170.80
Land	2,303.50
Music Department expense.....	251.92
Note payable	6,000.00
Office equipment	225.61
Office expense	214.74
Plumbing repairs	105.89
Power plant supplies.....	1,349.65
Postage, printing and stationery.....	1,252.04
Refunds to students.....	1,005.69
Salaries	61,915.90
Janitor's supplies	552.38
Stationery to sell to students.....	957.29
Text-books	1,644.03
Telephone and telegraph.....	414.36
Tools and implements.....	211.75
Traveling expense	1,252.63
Trustees' expense	547.04
Well	2,872.92

Freight and express, miscellaneous.....	\$ 40.08	
General expense not otherwise classified.....	1,014.97	
Classroom supplies	211.21	
General repairs	40.65	
Dining room	32,695.37	
Pay rolls	15,328.83	
General equipment	3,793.74	
Dormitory expense	357.09	
Science equipment and supplies.....	389.24	
Screens for Infirmary.....	333.00	
Power plant repairs.....	603.11	
Laundry	1,768.15	
Library	656.74	
Coal	12,417.23	
Stable expense	631.50	
Water and light.....	2,682.55	
Cash on hand August 31, 1914.....	813.58	
	<hr/>	\$222,803.94
Accounts payable September 1, 1914.....	\$2,438.34	
Notes payable	18,000.34	
	<hr/>	20,438.34
Cash balance September 1, 1914.....	\$813.58	
Freight claims	5.53	
Accounts due us.....	922.11	
Deficit September 1, 1914.....	18,697.12	
	<hr/>	20,438.34
Current supplies as per inventories September 1, 1914	\$5,050.19	

CASH RECEIPTS FROM SEPTEMBER 1 TO NOVEMBER 30, 1914.

Balance on hand September 1.....	\$813.58	
State Treasurer	11,250.00	
Students	10,073.63	
Miscellaneous receipts	293.78	
	<hr/>	
Total receipts	22,430.99	
Overdraft November 30, 1914.....	92.85	
	<hr/>	\$22,523.84

DISBURSEMENTS FROM SEPTEMBER 1 TO NOVEMBER 30, 1914.

Advertising and publications.....	\$773.73	
Architects	7.79	
Building additions	1,291.01	
Building repairs	21.00	
Classroom equipment	146.07	
Classroom supplies	1.06	
Commencement expense	5.50	

Coal	\$ 916.32
Dining room	4,025.30
Dormitory expense	29.15
Farm and garden.....	13.55
Grounds and walks.....	111.60
Interest and discount.....	326.25
Insurance	260.95
Infirmary expense	41.45
Janitor's supplies	68.45
Laundry expense	118.64
Lectures	16.73
Library	25.60
Music Department	655.03
Office expense	57.23
Power plant	624.55
Pay roll	2,581.40
President's residence	44.35
Postage, printing and stationery.....	75.46
Refunds to students.....	129.03
Salaries	8,420.00
Stock room	206.73
Stationery to sell to students.....	182.03
Stable expense	77.98
Science Department	862.36
Telephone and telegraph.....	46.41
Text-books	6.51
Traveling expense	59.10
Tools and implements.....	17.00
Trustees' expense	9.10
Water and light.....	269.42
	<hr/> \$22,523.84

REPORT OF TRUSTEES

ADMINISTRATION BUILDING,
EAST CAROLINA TEACHERS TRAINING SCHOOL.

GREENVILLE, N. C., December 29, 1914.

To His Excellency, LOCKE CRAIG, Governor:

The Trustees of the East Carolina Teachers Training School beg leave to submit this their fourth biennial report, covering the operations of the school from December 1, 1912, to December 1, 1914:

PERMANENT IMPROVEMENTS.

This Board in its report two years ago gave an itemized statement of the permanent improvements imperatively needed at the school in order to begin to meet its increasing demands, and the Board asked for an appropriation of \$100,000 with which to make these additional improvements. The Legislature, finding itself unable on account of want of funds to make sufficient appropriation to meet the needs of all the institutions of the State for permanent improvements, cut down the amount asked for and gave to this school only the sum of \$40,000 for enlargement and permanent improvements.

The Board met on the 1st day of April, 1913, to consider the situation and to determine in what way the \$40,000 could be most wisely expended in the interest of the public. The Board felt that the needs of the school were very great, but with only \$40,000 to be expended it raised a very difficult question to determine how and best to spend it. After a long investigation and discussion by all the members of the Board and earnest comparison of views, the Board finally instructed the Executive Committee to proceed to erect one wing to the Administration Building, a wing to the East Dormitory, and to enlarge and improve the efficiency of the Power Plant, and to build a President's Residence.

The original of all the plans had been made with a view of making additions to them without injury to the work already done so that these additions ordered by the Board fitted in well with the original plans.

The Executive Committee, composed of Thos. J. Jarvis, J. Y. Joyner, and Y. T. Ormond, directed architects to proceed at once to prepare the plans and specifications for these additional improvements ordered by the Board. As soon as these plans and specifications were prepared and in hand the Executive Committee advertised for bids for the erection of these additions to the buildings.

The Executive Committee met on June 25, 1913, all the members being present, for the purpose of opening the bids for these several buildings. The bid of C. V. York for the erection of the wing to the East Dormitory was accepted, his being the lowest bid, at the sum of \$9,785, with the second floor not completed and with the understanding that the committee might within forty days order the completion of the second floor by paying an additional \$1,515, and this was afterwards done, so that York's bid for this wing, the dormitory complete, was \$11,300. As the work progressed on this wing it

became desirable to make it thirteen feet longer, thus giving four additional rooms, and this entailed the additional pro rata cost.

C. V. York's bid for the wing to the Administration Building was \$11,985, and this bid was obtained after eliminating some things from the wing which the committee thought could be safely done.

The bids for the additions to the power house and additional machinery required were so unsatisfactory, although there were several parties bidding, that the committee rejected them and consulted an expert electrical engineer. The committee finally let the erection of the new engine room to C. V. York for the sum of \$2,600, and the contract for the additional electrical units and other machinery was let to Thos. B. Whitted at the price of \$5,600.

The first plans and specifications for the President's Residence which were submitted to bidders had to be changed because the bids for the erection of the President's Residence from these plans and specifications were so high that the committee felt obliged to reject them all and direct that a new set of plans and specifications be prepared for a less expensive building, and the bids for the erection of this building upon these new plans and specifications were received by the committee at its meeting on August 14, 1913, when E. H. Evans made the lowest bid, \$7,866. The committee took further time to consider these proposals and finally let the erection of this building to E. H. Evans for the sum of \$6,500, after making further changes in the plans to reduce the cost.

All of this work was done at a time when material and labor were hard to obtain and commanded the highest prices that we have ever known. The committee, anxious to have this work done as economically as possible and as speedily as possible, so that the school could admit more of the young ladies who were applying for admittance, gave the work their constant and personal attention and saved every dollar possible where it could be done with proper care for proper construction, but with all of this these improvements were not completed and accepted until May 5, 1914.

HEATING.

The contract for heating the addition to the dormitory and the Administration Building was let to the American Heating Company on November 24, 1913, for the sum of \$3,195, theirs being the lowest bid.

The contract for heating the President's Residence was let to the Raleigh Iron Works Company, February 5, 1914, at the price of \$580, that being the lowest bid for the work.

The contract for furniture for the new wing to the East Dormitory was let, February 5, 1914, to Higgs-Taft Furniture Company at the sum of \$1,485, theirs being the lowest bid for the quality of furniture required. The contract for the furniture and blackboards for the classrooms was let to the Southern School Supply Company at the sum of \$739.51.

As is usually the case in the construction of buildings of the kind and magnitude of these, some things had been omitted in the original plans and contracts which were necessary to be added to give the school well equipped buildings, and this was especially true of the machinery and electrical apparatus at the power plant. As the committee was spending a considerable sum in enlarging this power plant, the committee deemed it wise to make it as nearly perfect as possible, so that it might do its work well without further

trouble or expenditure. The committee made report from time to time at each Board meeting of the progress of the work, with such suggestions as the committee deemed wise so that the Board was fully informed of what had been done and what was being done. At one of the meetings of the Board it became apparent that the \$40,000 appropriation was wholly insufficient to complete the work undertaken by the committee according to the instructions of the Board, so that the Board was brought face to face with the necessity of creating a debt or leaving the additions incomplete and unoccupied until the Legislature could appropriate the necessary funds.

Hundreds of young ladies were applying for admission to the school and the Board felt that it was a dire necessity to borrow sufficient funds to complete and equip the additions and open them to the reception of students. The two banks in Greenville very kindly consented to loan the Board the necessary funds, and the Board instructed the committee to borrow the needed funds. The committee closed up all the contracts and settled in full with all the contractors and paid for everything that it had purchased and found that it required the sum of \$18,000 over and above the appropriation to complete this work in the manner in which the committee and the Board thought it ought to be completed, and the Board directed the Chairman of the Executive Committee to borrow that sum and to execute the obligations of the Board for its payment as soon as the Legislature in its wisdom will make the appropriation.

The additions to the buildings have admitted sixty additional students, and the work was done as cheaply as possible and in a manner commensurate with proper construction, and this Board feels that any committee from the Legislature visiting the school and inspecting the work will approve of what has been done.

RECOMMENDATIONS.

This school is doing a great work in preparing competent and willing young women to teach in the public schools. Hundreds have to be turned away for want of room. It is, in the opinion of the Board, a necessity that additional space shall be provided. The Board, therefore, urgently recommends, yea, earnestly entreats the Legislature to provide at once for the following additions to the plant which we estimate to cost the sums designated:

- A wing to East Dormitory, estimated cost, \$15,000.
- A wing to Administration Building for class-rooms, \$15,000.
- Enlarging dining room, \$5,000.
- Heating of these two wings we estimate to cost \$3,000.
- Enlarging laundry, \$3,000.
- Hot water line, \$3,000.

When the present dining room was constructed a part of the room was cut off for kitchen. It was then contemplated that when the school increased so as to require it that a kitchen should be built on to the side of the building and the space now occupied by the kitchen be converted into a dining room. That time has come and we estimate the cost at \$5,000. With the increase of students an increase in the capacity of the laundry is also required. This was also contemplated in the plan of the present laundry. We estimate that it will require to make this change \$3,000.

The hot water line has been down about five years and must be replaced.

There seems to be something in the soil or water that eats into the pipe. We have had soil, water and pipe examined by experts and hope to be able to replace the pipes now in use by material more lasting. This we estimate to cost about \$3,000.

It seems to be the well settled opinion of school men that a teachers training school must have connected with it a practice school where the teacher-students can get the practical side of teaching as well as the theory. Impressed with the need of such a department in connection with this school this Board asked the Legislature for an appropriation for this purpose, but, as before stated, that body cut the appropriation to \$40,000 for all improvements. The able and progressive President of the school felt that a training school was so necessary that he asked the Board to use enough of the \$40,000 appropriation to build one. The Board declined to do this but it did, through the Chairman of the Executive Committee, enter into an arrangement with the Board of Trustees of the Greenville Graded School by which it secured a handsome four-room building. That arrangement was this:

The graded school was also in need of room, and as a practice school is of no use without graded school children it was agreed that the practice school building should be built upon the Training School grounds and be used by the graded school as a part of that school. The graded school board agreed to furnish the money to erect a four-room building on the Training School grounds, said building to be erected under the supervision of the Executive Committee of the Training School and according to plans to be prepared by our architect and approved by our committee. It was further agreed that the building should be the property of the Trustees of the Graded School until the amount expended by them was repaid by the Board of Trustees of the Training School. In this way a very handsome, commodious four-room building has been erected, with heat, water, and all modern school equipment at a cost of about \$12,000. This building is now only one story with flat cheap roof and is so constructed that the second story of four rooms can be put on and made to fit in perfectly with the work already done. This second story gives four additional classrooms and will cost, we estimate, about \$10,000. This additional room for the practice school is imperatively demanded as the next Senior Class of the Training School will have in it about seventy-five or eighty students, and that is more than can be properly cared for in a practice school of four rooms.

Then the imperative present, pressing needs of the school are:

Wing to Dormitory	\$15,000
Wing to Administration Building.....	15,000 —
Heating these two wings.....	3,000
Enlarging dining room.....	5,000
Enlarging laundry	3,000
Hot water main.....	3,000
Second story to practice school.....	10,000
Amount due banks for money borrowed.....	18,000
	<hr/>
	\$72,000

OTHER NEEDS.

In addition to the foregoing needs of the school which we have denominated as present and pressing, there are other things greatly needed and which we press upon the attention of the Legislature and for which we ask for an appropriation. They are:

1. A building for a library and society halls. At present a small room in the Administration Building is used as a library. This room is insufficient and is needed for other purposes. Then the students have organized a Young Women's Christian Association and two literary societies. These organizations are performing an important part in the student life of the school. They have no suitable place for their meetings and are forced to shift about for a place to meet as best they can. We think the best solution of these difficulties is to erect a separate building for a library and society halls, and we ask for an appropriation of \$10,000 for this purpose.

2. A gymnasium is greatly needed. This is needed not only as a means of healthy exercise to the students of the Training School, but also that they may be properly trained in physical culture so that they may teach it in the schools where they are to teach. When such a building is erected it is better to build and equip it with modern scientific appliances. We estimate this can be done for \$40,000, and we ask for an appropriation for that sum for that purpose.

3. It is time we are putting down some durable walks in and around our beautiful grounds. We have been putting down boardwalks and they soon give out and need constant repairs. We ask for \$1,000 for walks and improvements of grounds.

If the Legislature shall find itself unable to appropriate for all the objects for which we are asking appropriations, then we insist on the appropriation for those objects we have designated as present and pressing.

MAINTENANCE.

The last Legislature cut our request for maintenance to \$45,000. With the increase in the cost of living and the increase in the number of teachers to be employed and paid this sum has been found very inadequate and we ask for an appropriation for maintenance of \$60,000. It must be remembered that tuition in this school is free to those who agree to teach. Out of these in attendance only three pay tuition, the others agreeing under the law to teach, so that current expenses of the school have to be met out of the maintenance fund provided by the Legislature. In this connection we refer to the reports of the President and Bursar of the institution for more detailed and definite information. And we especially emphasize the fact that increase in the number of students requires an increase in the teaching force, and that to get and keep well equipped teachers we must pay good salaries.

GENERAL OBSERVATIONS.

The East Carolina Teachers Training School occupies a unique position in the educational force of the State. It is the only school in the State, public or private, that is engaged in the exclusive work of teacher training. This school holds steadfastly to its one purpose of preparing and training teachers for the public schools.

There is a growing recognition of the fact that the raw material that goes to make up the food and raiment for mankind is produced upon the farm, and with the recognition of this fact comes the movement to make the farm life more agreeable and profitable. There is a growing conviction that it is wise, that it is humane and brotherly to make those who dwell upon the farm as healthful and happy and contented as possible. In this State there is a well organized movement, particularly by those who dwell in the cities as well as those who dwell in the country, to give to the country people the benefits of the best thoughts and service of those who have made the problem of farm life a study, and we note with great pleasure that the country people are demanding as of right the best of everything applicable to country life.

In our conception of the order of things we give good schools the first place and the greatest boon to be conferred upon the country people. Give them good schools and the other good things are sure to come. *But they cannot have good schools without good teachers.*

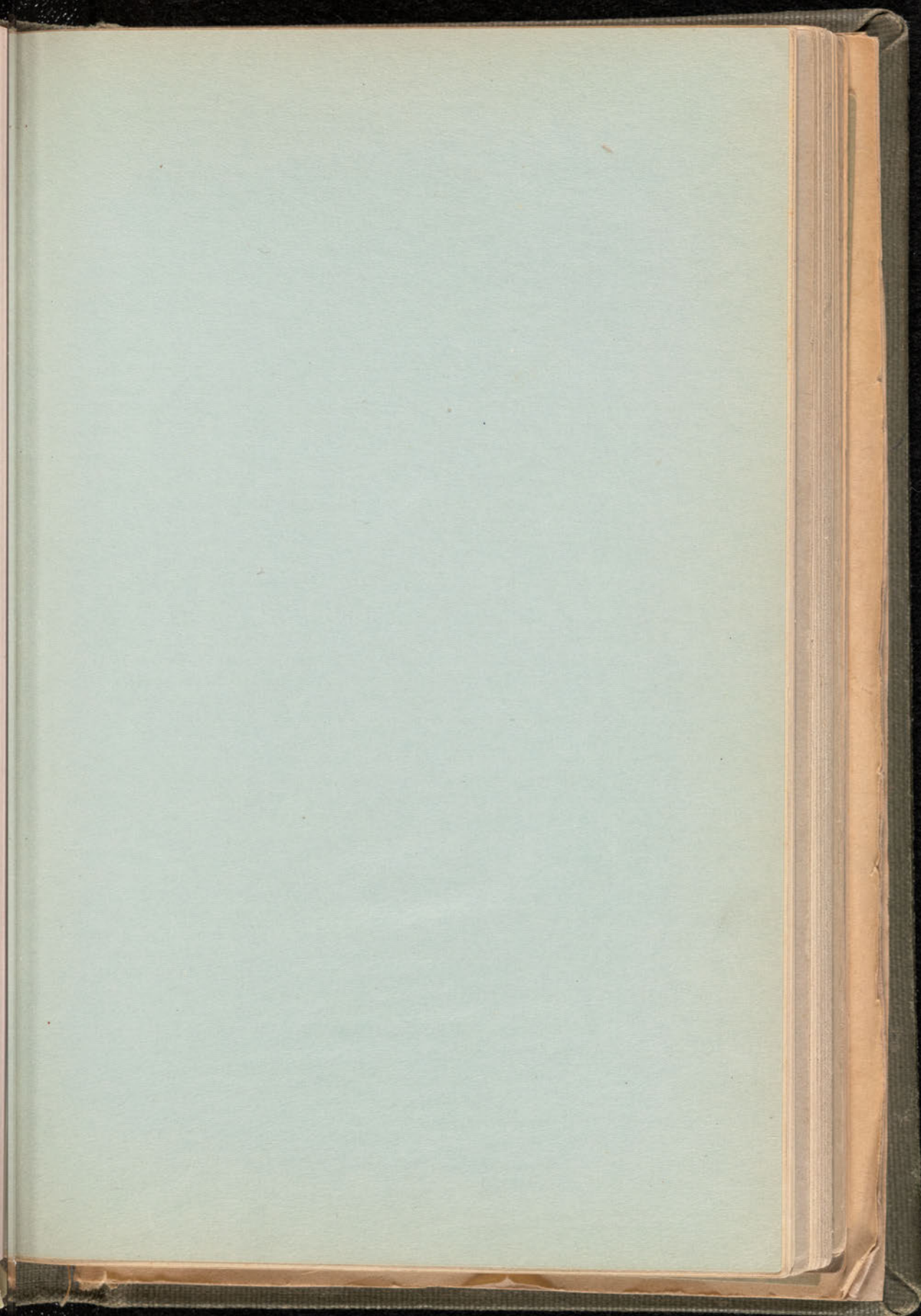
We do not say that the East Carolina Teachers Training School is the only school training good teachers for these public schools, but we do say that it is the only school engaged *exclusively* in that work, and we argue that it is the duty of the Legislature to give the enlargement of the institution all the financial aid the condition of the finances of the State will allow. The report of the President of this school shows that in the last year hundreds of young ladies who wished to enter and fit themselves to teach have been turned away because there was no room. They were not turned away because there was no place in the country districts for them to teach, for there is a great demand in the country for trained teachers. We therefore feel it to be our duty as well as our pleasure to appeal to the Legislature to enlarge this institution to the end that it may send more trained teachers in the country to properly train the country children. And we would emphasize the fact that every dollar put into this institution is a dollar put into training teachers for the public schools and nothing else.

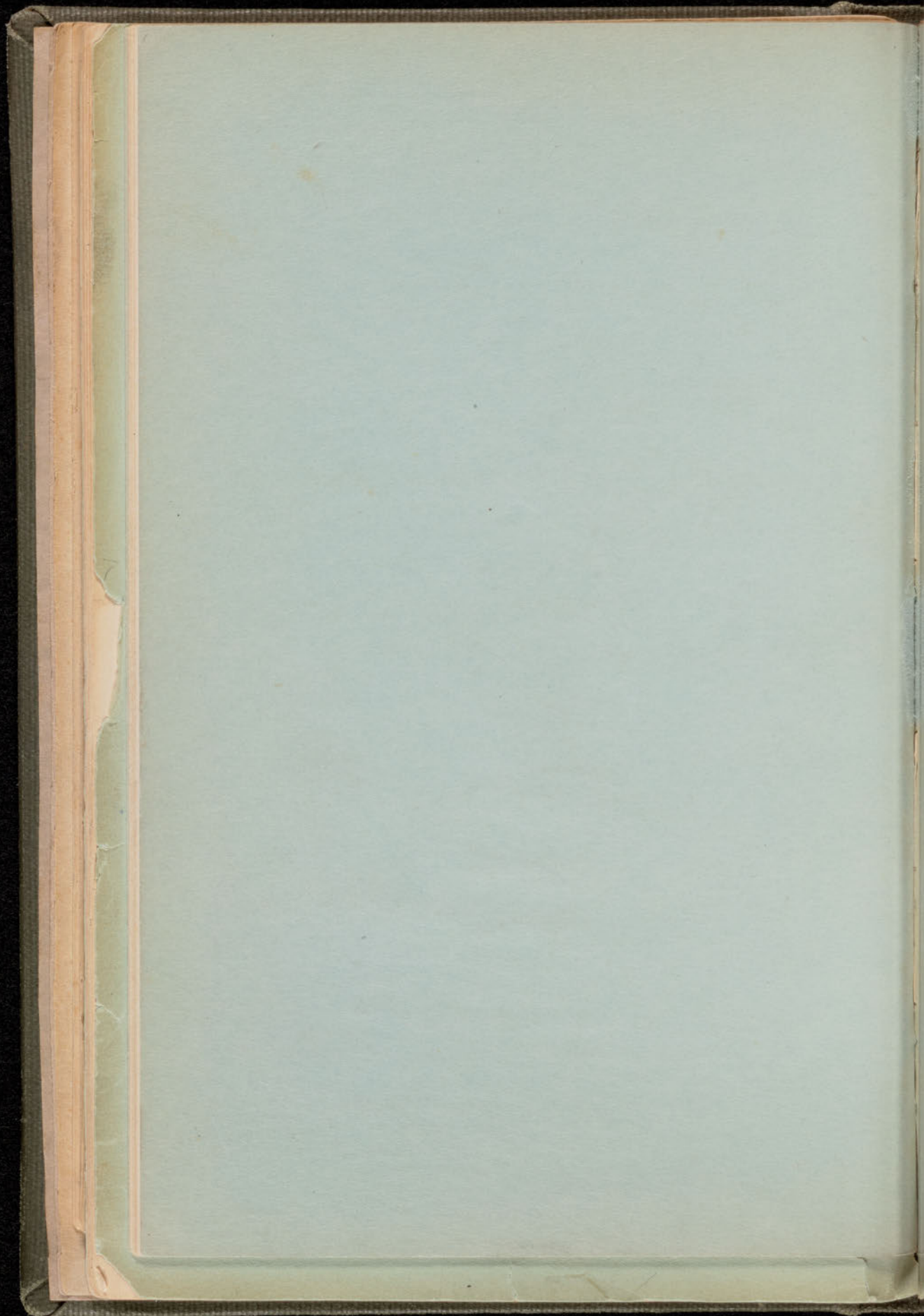
We hold it to be the sacred duty of the Legislature to see to it that the country schools as well as the city schools are provided with trained teachers. At least three-fourths of the population of the State live in the country and but a small per cent of the children of that three-fourths ever go beyond the country schools. All the training the great mass of them ever get to fit them for the duties of life they get in the public schools. This fact adds vastly to the obligation of the Legislature, in our opinion, to provide trained teachers for these country schools.

In conclusion we earnestly invite and urge the Legislature to send a large committee composed largely of the committees on Education and Appropriations, to this school to make a rigid inspection of its work and of the expenditures made by it or for it. And we urge that this be done early in the session before the work of the Legislature accumulates and when the committee can take time to make a full and complete investigation. We feel sure that the more the Legislature learns about the institution the more ready it will be to enlarge it.

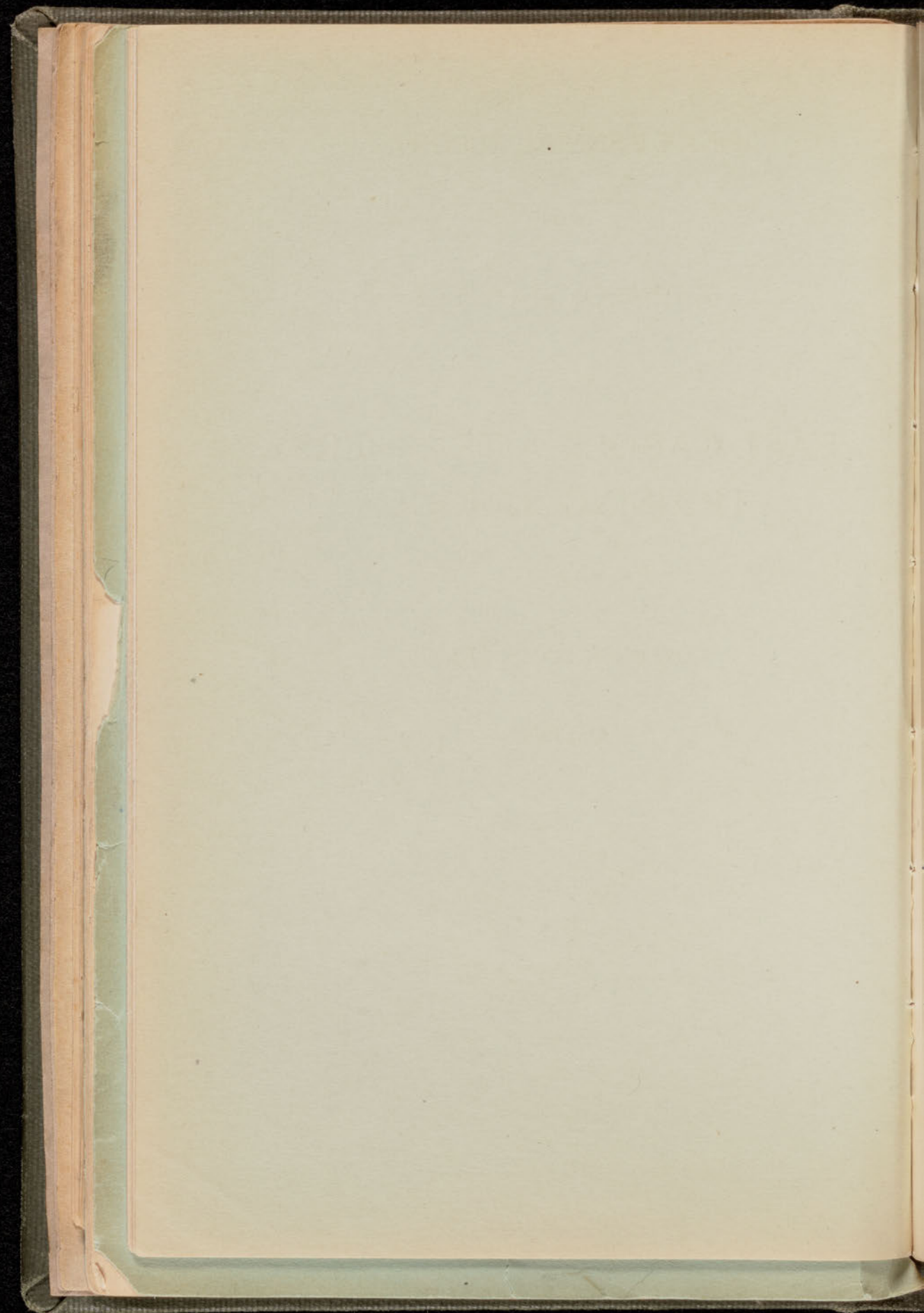
J. Y. JOYNER,

*Chairman of the Board of Trustees
East Carolina Teachers Training School.*





FIFTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF THE
EAST CAROLINA TEACHERS
TRAINING SCHOOL
TO
GOVERNOR LOCKE CRAIG
1914-1916



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RALEIGH
EDWARDS & BROUGHTON PRINTING CO.
STATE PRINTERS
1916

THE REPORT

BOARD OF TEACHERS

EAST CAROLINA TEACHERS
TRAINING SCHOOL

WYOMING STATE

1911

BOARD OF TRUSTEES

	Congressional District	Term Expires
F. C. HARDING, Greenville.....	First.....	1919
J. B. LEIGH, Elizabeth City.....	First.....	1917
A. McDOWELL, Scotland Neck.....	Second.....	1919
Y. T. ORMOND, Kinston.....	Second.....	1917
S. M. BRINSON, New Bern.....	Third.....	1919
J. R. BANNERMAN, Burgaw.....	Third.....	1917
J. W. HINES, Rocky Mount.....	Fourth.....	1921
R. B. WHITE, Franklinton.....	Fourth.....	1921
J. O. CARR, Wilmington.....	Sixth.....	1921
J. Y. JOYNER, State Superintendent of Public Instruction.		

OFFICERS OF THE BOARD

J. Y. JOYNER,
State Superintendent of Public Instruction,*
Ex officio Chairman.

C. W. WILSON, *Secretary.*

J. B. SPILMAN, *Treasurer.*

EXECUTIVE COMMITTEE

Y. T. ORMOND, *Chairman.*

F. C. HARDING, *Secretary.* J. Y. JOYNER.

THE HISTORY OF THE
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TO THE PRESENT TIME
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LETTER OF TRANSMITTAL

STATE OF NORTH CAROLINA,
OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION,
RALEIGH, N. C., December 8, 1916.

To His Excellency, LOCKE CRAIG, Governor.

SIR:—I have the honor, as directed by law, to submit herewith the report and recommendations of the Board of Trustees of the East Carolina Teachers Training School, together with the reports of the President and the Treasurer for your information and for the information of the General Assembly.

In submitting these reports I beg to call special attention to the urgent needs arising out of the increasing popularity, the enlarging service, and the growing demands of the public upon the institution.

The training of teachers for the public schools is the exclusive work of this school. The increasing demand for trained teachers in our public schools is clearly demonstrated by the increasing attendance upon this Teachers Training School to the full limit of its capacity in regular term and summer term each year and in the growing number of applications for admission that cannot be met for lack of accommodations, until the number of eager turned-away applicants in whose faces the door of opportunity had to be closed has reached 1,817, as will be seen from the President's report. It is a most hopeful sign that the people are demanding trained teachers and that the teachers are seeking better training for this most delicate and difficult work of properly training and equipping for life the children of our Commonwealth.

This school is working with almost unprecedented success for the training of teachers for the elementary schools, especially the rural schools, upon which the vast majority of children of the State are dependent for their education for citizenship and for life. The importance of the work to which this school has been set, and the success with which it is doing that work, merit and demand the support of the General Assembly to the utmost of its ability to enlarge and strengthen such a work.

The facts set forth in the reports herewith submitted are in themselves unanswerable evidence of the urgent needs of this most useful institution for enlargement and better equipment that it may meet the urgent demands upon it by teachers eager and ambitious for better training, by the public daily becoming more discriminating between good and poor teaching and more insistent for better teaching, and by innocent children daily suffering from lack of more efficient teachers.

It is for the General Assembly to say whether this school shall go forward or stand still in its work; whether these urgent needs and insistent demands shall be heeded or unheeded.

Respectfully submitted,

J. Y. JOYNER,
Chairman Board of Trustees.

FIFTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES OF THE EAST CAROLINA TEACHERS TRAINING SCHOOL

ADMINISTRATION BUILDING,
EAST CAROLINA TEACHERS TRAINING SCHOOL,

GREENVILLE, N. C., December 5, 1916.

To His Excellency, LOCKE CRAIG, Governor.

The Trustees of the East Carolina Teachers Training School beg leave to submit their fifth biennial report, covering the operations of the school from December 1, 1914, to December 1, 1916. We beg, first, to call careful attention to the President's report, and to the Treasurer's statement.

The facts revealed in the President's report demonstrate clearly that this school is constantly growing in the favor and the confidence of the people. The increasing patronage and the ever increasing number of applications for admission emphasize the urgent need for increased capacity for the accommodation of eager and ambitious young women in whose faces the door of opportunity for increased efficiency for better service to thousands of children in the elementary public schools by better training in this institution for such service must be closed every year for lack of room and of a few paltry dollars to provide it.

During the seven years of its existence this school has enrolled 4,282 students and has been compelled to turn away, for lack of accommodation, 1,817 students. How many more have been deterred from even applying because of the advertised fact that the institution was already filled to its utmost capacity, it is impossible to estimate. It has been the constant purpose of the faculty and of the Trustees to hold the school unswervingly to the fundamental aim and purpose for which it was established: the training of teachers for the elementary schools of North Carolina.

In consideration of the useful service that the school has rendered and of the constantly growing demand for increased service, which is impossible without increased capacity for such service, the Board of Trustees appeal with confidence to the General Assembly, representing the people from whom are annually coming these urgent demands for increased accommodations and equality of opportunity for their daughters, to supply the means for increasing the capacity and service of the

school, as honestly set forth in the subjoined recommendations of the Trustees and the President of the institution. These recommendations and estimates have been carefully prepared after a thorough examination of the work and needs of the school, and a careful scrutiny and investigation by the Executive Committee.

The Board has endeavored to keep constantly in mind the many demands upon the State for needful appropriations for many other purposes, and has sought to limit their recommendations to the present pressing needs. Unless these are supplied the future growth and expansion of the school will be impossible, and present demands cannot be met. When the State is progressing so rapidly along all lines, we feel sure that the progressive representatives of a progressive State in this General Assembly will provide the reasonable necessities for this useful school to keep step with the universal progress in this time of unusual prosperity.

THE PRESSING NEEDS OF THE SCHOOL

Believing, after the most careful examination, that the following are urgent needs for the growth and development of the school, and for meeting, in part at least, the immediate demands of the people upon it, we beg to recommend the appropriations, carefully and economically estimated, for meeting them.

1. *Indebtedness.* The General Assembly of 1915 made an appropriation of \$18,000 to meet the indebtedness incurred for the erection and furnishing of buildings. This, as will appear from the Treasurer's statement, was strictly applied to the purposes for which it was appropriated, liquidating in full all of the debts.

On April 1, 1915, as will appear from the report of the President, the roof of the dining-room was destroyed by fire. It seemed advisable and economical that the opportunity should be used to relieve the congestion of the dining-room and reduce the danger of fire by carrying out the original plan of throwing all of the original building into a dining hall and adding a modern kitchen with a fire wall between it and the dining-room. The additional cost of this was \$2,500 over and above the amount received from insurance. The increase of 150 students in the capacity of the dining-room, the increased comfort and beauty, and the added protection from fire in the future, more than compensate for this indebtedness.

2. *Paving.* The town of Greenville has put down a large quantity of concrete sidewalks. Among other streets decided upon is the street running in front of the Training School property. The paving of this sidewalk has increased the indebtedness that the institution is not able to meet from its maintenance fund. On the school grounds the walks from

the street to the buildings, and from building to building, were made of boards. These boards were not only very unsightly, but were a constant source of expense for repairs. It was deemed advisable to have these walks laid. There is an indebtedness of \$2,335.45 for this concrete work.

3. *Hot-Water Line.* The main line of pipe conducting hot water from the heater in the power plant to the bathrooms and other places in the several buildings where hot water is used is in very bad condition. It is causing considerable expense to keep it up, also making it necessary constantly to dig up the grounds. This matter was called to the attention of the General Assembly of 1915, and they were urgently requested to make the appropriation necessary properly to install this line of pipe. It will cost \$3,000, and by all means should be provided for.

4. *Repairs.* The buildings have been in use now for over seven years, and during this time have been of little expense to the State for repairs. It is now necessary to give attention to these buildings. Also to replace some of the furniture. Some of these repairs must be made within the next six months and some of the furniture, by all means, should be purchased at once, as the students do not have sufficient furniture in their parlors to receive guests, even though the guests come in small numbers. We have gone over this item carefully and have made the most conservative estimate we can of the urgent needs, and the estimate is \$2,500.

5. *Model School.* In an institution like this a school building with classes for observation and practice teaching is an imperative necessity. The Model School, now in use, was erected on our property by the town of Greenville. We promised at that time to pay for the cost of erecting the building as soon as possible. This Model School at present has but four rooms, which means that the students cannot observe work above the fourth grade, neither can they do practice teaching in work above the fourth grade. The graduating classes, now, are so large that they cannot do their observation work as it should be done in four rooms. It is, therefore, necessary for us to provide at least four more rooms. This can be done by paying for the Model School building now in use and adding a second story, thus completing the original plan of this building. The cost of this will be \$20,000.

6. *Addition to East Dormitory.* The President's report shows that during the regular school years of 1914-15, 1915-16, and the fall term of 1916-17, the enrollment is practically the same. This is true, because the dormitories have been absolutely full since the additions made out of the appropriation from the General Assembly of 1913. The school has refused admission to 1,817 students. It is, therefore, urgently requested that you make an appropriation sufficient to add the wing to the East Dormitory. This will increase the capacity of the school by 80 students. The cost of the building and furniture is estimated at \$20,000.

7. *Gymnasium.* A school that trains teachers should, of all institutions, give the student body healthful exercise. It also should give to its students a knowledge of the plays and games they should teach in the public schools. This cannot be done without a gymnasium. The students who have attended the school are so conscious of the necessity for a building of this kind that the Alumnæ Association is doing all it can to raise funds for the erection of such a building. This will take a long time, however, as the building should cost at least \$40,000. We, therefore, request that this appropriation be made.

8. *Library.* The school does not have a library. A room in the Administration Building is being used for the library. This is totally inadequate. One thousand, nine hundred and twenty volumes completely fill all of the available shelf space, and the room is entirely too small for the present student body. A library should be erected as soon as possible, and our estimate of the cost is \$20,000.

The aggregate of the appropriation recommended and urgently requested for meeting the pressing needs of the East Carolina Teachers Training School for indebtedness, repairs, and additions, buildings and equipment, is \$111,000. The Board of Trustees, mindful of the many demands upon your honorable body for appropriations, have sought to be as conservative and economical as possible in these recommendations and requests.

MAINTENANCE

The present annual appropriation for maintenance is \$50,000. After careful investigation, the Board is convinced that it will be impossible to maintain the present high standard of work in this school, to retain the high class of teachers needed for such work, and to provide for the increased patronage so urgently demanded without an increase of at least \$10,000 in the annual appropriation for maintenance. Therefore, an annual appropriation of \$60,000 is absolutely necessary and urgently recommended.

Respectfully submitted for the Board of Trustees.

J. Y. JOYNER,
Chairman, Board of Trustees.

TREASURER'S STATEMENT

ADMINISTRATION BUILDING,
EAST CAROLINA TEACHERS TRAINING SCHOOL.

RECEIPTS AND DISBURSEMENTS FOR TWO SCHOOL YEARS, SEPTEMBER 1, 1914,
TO AUGUST 31, 1916.

Receipts

State appropriation for maintenance.....	\$ 98,750.00
State appropriation for debts and permanent improvements.....	9,348.56
Borrowed money—temporary loan	4,000.00
Borrowed money for new kitchen.....	2,500.00
Fire insurance on dining-room	6,645.95
Students, for school expenses.....	81,156.45
Stationery sales to students.....	1,522.22
Text-book sales to students.....	178.13
Miscellaneous receipts	577.74

Total receipts for two years.....	\$204,679.05
Balance on hand beginning of period September 1, 1914.....	813.58
Deficit at close of period August 31, 1916.....	1,007.70

Total\$206,500.33

Disbursements

Advertising and publications	\$ 3,263.25
Building additions	6,750.92
Building repairs	476.75
Commencement expense	663.65
Classroom supplies	182.42
Dining-room fire damage	6,602.68
Dining-room expense	36,757.55
Dormitory expense	330.74
Domestic science expense	487.11
Equipment	2,984.14
Farm and garden	480.83
Grounds and walks	1,095.52
General repair shop	76.13
Ice plant expense	178.45
Insurance	347.95
Interest and discount	1,425.66
Infirmity expense	464.27
Janitors' supplies	824.01
Laundry expense	1,006.75
Library	387.14
Lectures	470.74
Music Department expense	212.36
Notes payable—temporary loan	4,000.00
Notes payable—special appropriation	9,348.56

Office expense	\$ 324.27
President's residence expense	391.75
Plumbing repairs	117.37
Printing, postage, and stationery	1,411.45
Power plant, coal	11,256.32
Power plant, repairs	1,005.69
Power plant, supplies	866.76
Pay-rolls	23,285.59
Power plant, coal-bin extension	397.50
Refunds to students	1,282.03
Stationery to sell to students	1,501.57
Salaries	79,722.50
Stable expense	553.66
Science Department supplies	141.21
Text-books—rental stock	1,531.39
Telephone and Telegraph	406.86
Tools and implements repairs	79.40
Traveling expense	1,287.48
Trustees' expense	323.84
Water and light	1,796.11
Total	<u>\$206,500.33</u>

Supplies on hand August 31, 1916, as per inventories	\$ 5,833.99
Notes payable	11,151.44
Accounts payable	514.00
Book value land and buildings	217,973.74
Book value equipment	42,008.26

CONDENSED STATEMENT SEPTEMBER 1, 1916, TO NOVEMBER 30, 1916.

Receipts

State appropriation for maintenance	\$12,500.00
State appropriation for debts and permanent improvements	9,348.56
Students	12,620.88
Other sources	363.10
Total	<u>\$34,832.54</u>

Disbursements

Overdraft of August 31, 1916	1,007.70
Notes payable—special appropriation	8,651.44
All other purposes	23,722.87
Balance on hand November 30, 1916	1,450.53
	<u>\$34,832.54</u>

Note outstanding November 30, 1916, Greenville Banking and Trust
Company \$ 2,500.00

Respectfully submitted,

J. B. SPILMAN, *Treasurer.*

PRESIDENT'S REPORT

ADMINISTRATION BUILDING,
EAST CAROLINA TEACHERS TRAINING SCHOOL,
GREENVILLE, N. C., December 5, 1916.

To the Board of Trustees:

GENTLEMEN:—Since the school first opened its doors for students, October 5, 1909, we have had a net enrollment of—

	<i>Regular</i>			<i>Names</i>	
	<i>School Year</i>	<i>Summer</i>	<i>Total</i>	<i>Counted</i>	<i>Net</i>
				<i>Twice</i>	<i>Enrollment</i>
1909-1910.....	174	330	504	42	462
1910-1911.....	227	300	527	29	498
1911-1912.....	235	359	594	26	568
1912-1913.....	252	322	574	20	554
1913-1914.....	251	328	579	19	560
1914-1915.....	295	394	689	16	673
1915-1916.....	295	398	691	20	671
Fall Term, 1916	296	...	296	..	296
Totals.....	2,025	...	4,454	..	4,282

From the above table it is seen that the total number of students enrolled since the school first began is 4,454. Not counting any student's name twice in twelve months, the total net enrollment is 4,282.

For lack of room in the dormitories, we have been forced to refuse admission to 1,817 students. Our dormitory capacity is 240. This means that we have refused more than enough since the school first began to fill the dormitories seven times, and the school is just beginning its eighth year.

The health conditions in this school have been entirely satisfactory. We are now in our eighth year, and we have never had a death nor an epidemic.

From the beginning we have held the school entirely to the purpose for which it was established, viz., to train teachers for the schools of North Carolina. If a student agrees to teach for two years, there is no charge for tuition. At present we have only five students who are paying tuition. This means that practically all the students in this school have signed the agreement to teach when they leave us.

A glance at the Courses of Instruction outlined in our catalogue will show that we are offering only those subjects that will help to make efficient teachers. We are trying to meet the needs of the rural school as well as the needs of the graded school. The country school for a long time has been the neglected school in our State. In our One-Year Courses, and summer work, we find a large number of country teachers taking instruction and many others who are preparing themselves to teach country schools. But this does not mean that the *graduates* of this school are not going into the country schools. Over 75 per cent of our graduates are teaching country children. Of the 4,282 students who have attended this school, almost all of them, except the present student body, are teaching in the public schools of our State.

DONATIONS

The motto of our school is "To Serve." That the spirit of service has found lodgment in the hearts of the student body is clearly exemplified by the donations they have left us from time to time. These came to us without solicitation; in fact, I was in total ignorance of the purpose of the students in each case until after the movement was well under way.

Student Loan Fund

Class of 1911	\$ 112.50
Class of 1912	200.00
Summer Term of 1912	45.00
Class of 1913	300.00
Class of 1914	210.00
Summer Term of 1913	17.00
Summer Term of 1914	21.00
Class of 1915	210.00
Class of 1916	205.00
Interest	52.40
Total.....	\$1,372.90

For books in the Library by the Summer Term, 1911, \$52.50.

The Student Loan Fund has been the instrument of helping thirty-four students.

The Pitt County Federation of Women's Clubs has raised sufficient funds to help two students in school during the past school year, and they are helping four students in school this year.

The Sallie Southall Cotton Loan Fund of the North Carolina Federation of Women's Clubs has been the instrument of helping in school two students a year since it was established, something over three years ago.

The Masons of the Fifth Masonic District have raised sufficient funds to keep two students in school during this school year. It is their purpose to increase this fund until it will amount to \$1,000.

The Edgar Allan Poe and Sidney Lanier Literary Societies have undertaken to plant the shrubs, etc., on the grounds, following the plan adopted by the Board of Trustees. They have already planted most of the shrubs, having put out over a thousand plants this fall. The graduating classes, in addition to the money they have left, have planted trees on the grounds or planted shrubs and flowering plants on the plots, thus beautifying the grounds. The class of 1916 also presented the school with a part of the frieze from the Parthenon.

On April 1, 1915, the roof of our dining-room was destroyed by fire. The school lost just one week. During the summer following, you erected a modern kitchen, throwing all of the original building into a dining hall, and protecting this from the kitchen by a fire wall. In this way the congestion of our dining-room has been removed, the danger of fire reduced to the minimum, and the comfort of the student body during the summer greatly increased. This was an urgent need of the school, and these improvements have helped greatly; but there is a debt of \$2,500 caused by this improvement.

A constantly increasing demand upon us from the State for trained teachers makes it imperative that we take some steps to meet these demands. The following things need your attention, and in my judgment are urgent:

REPAIRS

1. In many places the buildings need attention, as an inspection of the buildings will clearly show. All the radiators should be regilded. In each bathroom two of the tubs should be removed and four shower baths installed. This will be an economy in water and also be much more sanitary.

2. The hot-water line from the power house to the several bathrooms is liable to go to pieces at any minute, and by all means should be taken up and relaid. This has been reported to you before. The estimated cost to do this is \$3,000.

3. A system of drinking fountains should be installed; in fact, you have already purchased a pump for this purpose, but we have never had the funds to install the system.

4. The parlors are not properly furnished. The furniture that was purchased seven years ago has given out and the students are not supplied with sufficient furniture to accommodate their guests when they have visitors.

ADDITIONS

1. *The Model School.* The Model School should be purchased from the town of Greenville, as per the contract you hold with the Trustees of the Graded Schools of Greenville, and four rooms added to this building, as per your original plans. This is a most imperative need of the school. Already the demand upon us from the State is so great for principals of two- and three-teacher country schools that we cannot longer disregard that demand. In fact, unless we meet this demand the best interest of the public school system of our State will suffer. As it now is, we are not equipped to give our students any training or observation above the fourth grade. I cannot urge you too strongly to purchase this school and add these four rooms.

2. *Gymnasium.* The need of a gymnasium has been felt so strongly by the students who have graduated from this institution that the Alumnae Association is attempting to raise sufficient funds to start work on this building. The care of the physical side of our student body has not been provided for except those who are sick. The recreational side of teaching is of necessity in part neglected by us because of a lack of proper equipment. A gymnasium is imperatively needed.

3. *East Dormitory.* You should add a wing to the east end of the East Dormitory, and take the teachers out of the dormitory, giving the rooms they now occupy to students. This would enable us to take eighty students more than we can now take.

4. *Library.* There is no provision for the literary societies, nor for the Young Women's Christian Association. You should erect a library building, making it sufficiently large to accommodate a school of five hundred students as a library, and have in this building the necessary accommodations for a Y. W. C. A. and two literary societies. The building could be so constructed that ultimately it would be used exclusively for library purposes, after the school gets sufficiently large to justify you in erecting a building for the literary societies and the Y. W. C. A.

5. *Wing to Administration Building.* There should be erected a wing to the Administration Building similar to the one on the east side. This would increase our classroom capacity sufficiently large to take care of the increased enrollment, in case you build the wing to the dormitory.

6. *Paving.* The concrete sidewalks have added greatly to the comfort and convenience of the student body, and in the course of a few years will prove to be an economy, as the expense of keeping up the board walks was constantly growing greater and greater; but the grounds can never be beautified and kept in order unless we have at least the curb and drain laid to the driveways. This means that it will be an economy for the Board to pave the driveways, at least those driveways in front of the buildings.

7. *Screens.* The second story of the dormitories should be screened. At present we have screens over all openings on the first floor of each of these dormitories. To screen the second story of these buildings would make the living rooms of the students fly-proof and mosquito-proof. The Domestic Science laboratory also should be screened.

8. *Books for the Library.* The following appropriations have been made for our Library:

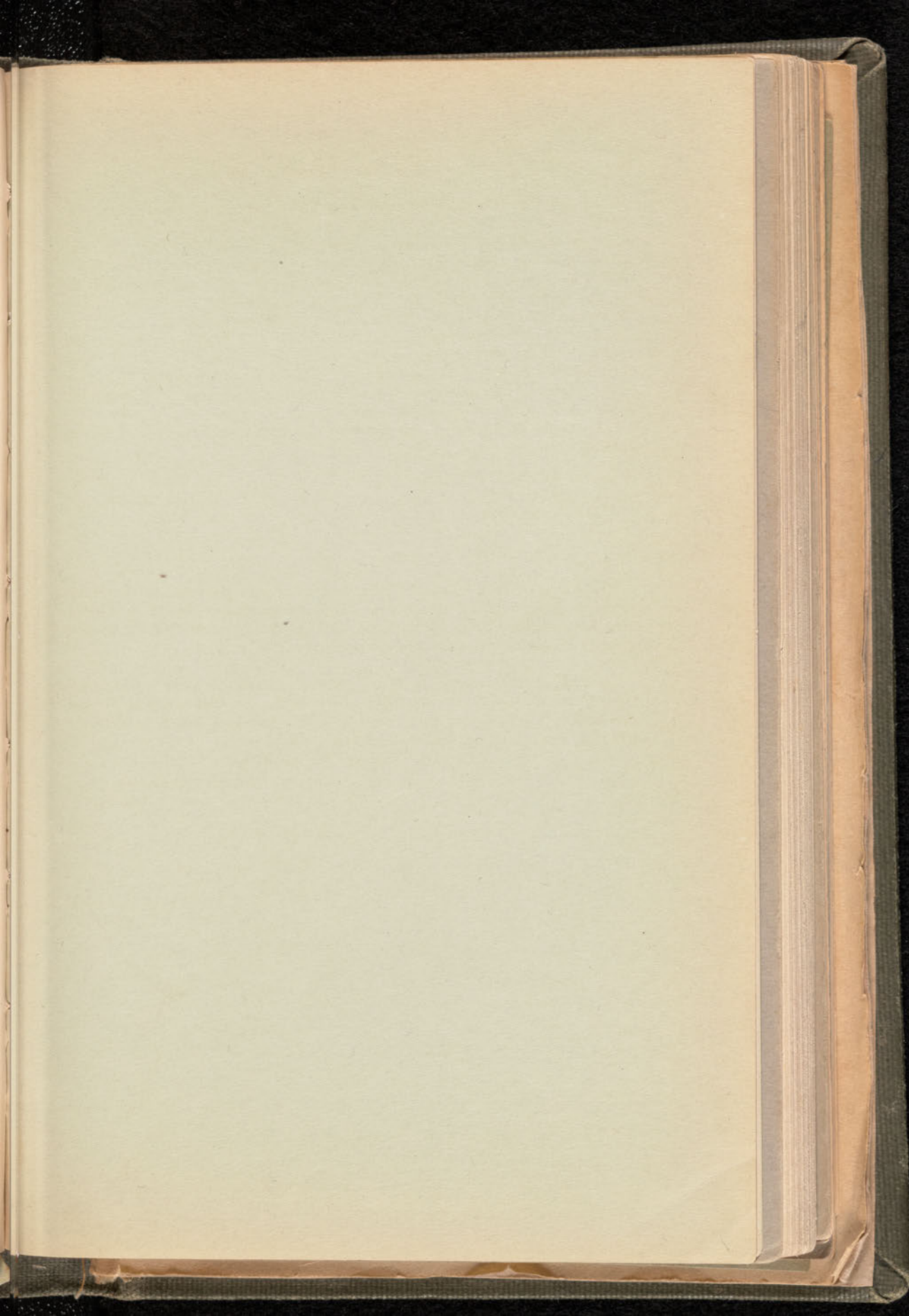
March, 1911	\$ 500.00
June, 1911	500.00
June, 1913	611.29
Total.....	<hr/> \$1,611.29

We now have 1,920 volumes. This does not supply us with the necessary reference books. There should be an appropriation of not less than \$1,000 a year for reference books, periodicals, etc., for the Library. This appropriation is necessary under the present conditions.

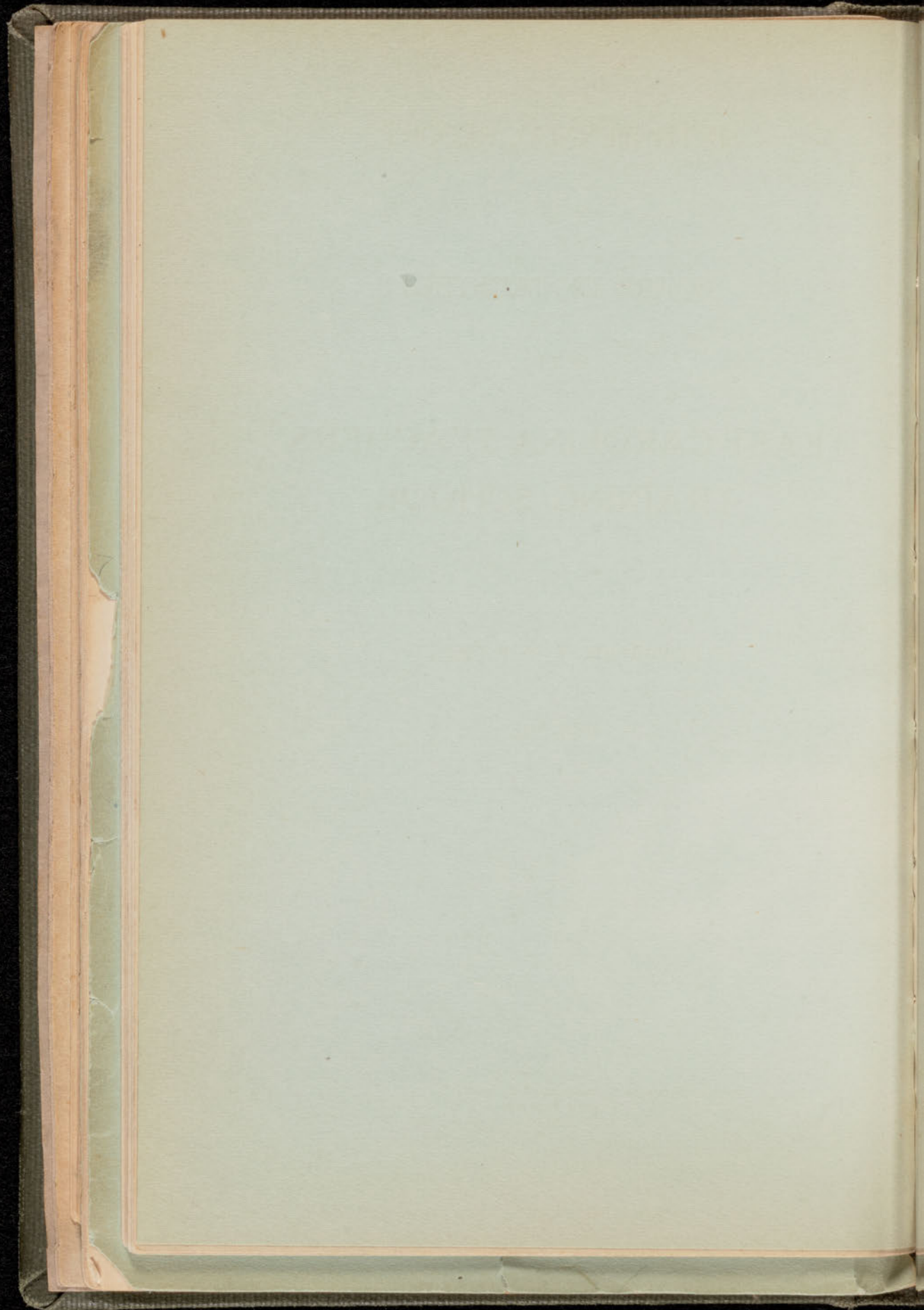
An appropriation should be made sufficiently large to cover all of these repairs and additions. For the maintenance of the school it is necessary that our annual appropriation be at least \$60,000. Anything less will seriously handicap the school and materially retard its progress.

Respectfully submitted,

ROBERT H. WRIGHT,
President.



SIXTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF THE
EAST CAROLINA TEACHERS
TRAINING SCHOOL
TO
GOVERNOR T. W. BICKETT
1916-1918



SIXTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF THE
EAST CAROLINA TEACHERS
TRAINING SCHOOL
TO
GOVERNOR T. W. BICKETT
1916-1918

RALEIGH
EDWARDS & BROUGHTON PRINTING CO.
STATE PRINTERS
1918

SIXTH ANNUAL REPORT

BOARD OF TRUSTEES

EAST CAROLINA TEACHERS
TRAINING SCHOOL

ROBERT L. WOOD

1906

BOARD OF TRUSTEES

	Congressional District	Term Expires
F. C. HARDING, Greenville.....	First.....	1919
J. B. LEIGH, Elizabeth City.....	First.....	1923
A. McDOWELL, Scotland Neck.....	Second.....	1919
Y. T. ORMOND, Winston.....	Second.....	1923
S. M. BRINSON, New Bern.....	Third.....	1919
J. R. BANNERMAN, Burgaw.....	Third.....	1923
J. W. HINES, Rocky Mount.....	Fourth.....	1921
R. B. WHITE, Franklinton.....	Fourth.....	1921
* — — — — —	Sixth.....	1921

J. Y. JOYNER, State Superintendent of Public Instruction.

OFFICERS OF THE BOARD

J. Y. JOYNER,
State Superintendent of Public Instruction,
Ex officio Chairman.

C. W. WILSON, *Secretary.*

J. B. SPILMAN, *Treasurer.*

EXECUTIVE COMMITTEE

Y. T. ORMOND, *Chairman.*

F. C. HARDING, *Secretary.*

J. Y. JOYNER.

*Vacancy, to be filled.

LETTER OF TRANSMITTAL

STATE OF NORTH CAROLINA,
OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION,
RALEIGH, N. C., December 26, 1918.

To His Excellency, THOS. W. BICKETT, Governor.

SIR:—I have the honor, as directed by law, to submit herewith the report and recommendations of the Board of Trustees of the East Carolina Teachers Training School, together with the reports of the President and the Treasurer for your information and for the information of the General Assembly.

At the annual meeting of the Board of Trustees on November 15, 1918, the report and recommendations of the President of the School were read and discussed section by section, and ordered to be transmitted to you, and through you to the General Assembly, as the report and recommendations of the Board of Trustees.

Respectfully submitted,

J. Y. JOYNER,

Chairman Board of Trustees.

SIXTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES OF THE EAST CAROLINA TEACHERS TRAINING SCHOOL

ADMINISTRATION BUILDING, November 15, 1918.

To The Board of Trustees.

GENTLEMEN:—Though the school years, 1916-1918, covered by this report came during the war in Europe, when our people had many things to take their attention away from education, and though many of our young women have been urged to go into more lucrative employment than teaching, yet I am pleased to report to you that this two-year period has been, perhaps, the best biennial in our history. Last year seventy-four were graduated from our School. This is the largest number by twenty-four that we have ever had to graduate at any time.

Our enrollment has steadily increased, as is shown by the following table:

	<i>Regular</i>			<i>Names</i>	
	<i>School Year</i>	<i>Summer</i>	<i>Total</i>	<i>Counted</i>	<i>Net</i>
				<i>Twice</i>	<i>Enrollment</i>
1909-1910.....	174	330	504	42	462
1910-1911.....	227	300	527	29	498
1911-1912.....	235	359	594	26	568
1912-1913.....	252	322	574	20	554
1913-1914.....	251	328	579	19	560
1914-1915.....	295	394	689	16	673
1915-1916.....	295	398	691	20	671
1916-1917.....	307	353	660	15	645
1917-1918.....	325	273	598	12	586
Fall Term, 1918.....	255	...	255	..	255
Totals.....	2,616	...	5,671	..	5,472

The enrollment now is as large as it ever can be until we add more dormitory space. Each year we are forced to refuse a large number of applicants for the lack of dormitory accommodations.

HEALTH CONDITIONS

The health conditions are entirely satisfactory. This fall, for the first time, we have had an epidemic. The influenza was in epidemic form throughout our State. We had 141 cases in the School, but we

had no serious complications—no pneumonia and in short time the School was again moving along normally. We did not suspend classroom work.

Conditions in our State were so bad that it was impossible to secure the services of additional trained nurses. The members of our faculty went into the infirmary and that part of our dormitory set aside for the sick and took charge under the nurse's and doctor's directions, and gave the sick every attention they needed. The well students worked with the others in attending the sick, yet teachers and students met their classes regularly. I have never seen a more beautiful spirit manifested by human beings anywhere at any time, and I wish to put a word of commendation of their service in my report.

PURPOSE OF THE SCHOOL

A glance at our courses of study will show that we are holding this school to its purpose, viz: giving to our students "such education and training as shall fit and qualify them to teach in the public schools of North Carolina." All of our students expect to become teachers. The rural school now working as our "Model Country School," should be invaluable to us in carrying out the purpose of the school since it gives to us an opportunity to do observation and practice teaching in a real country school. We are handicapped very much by not having the means of transporting our students to the school. The additions to our Model School enabling us to do observation and practice teaching in seven grades, adds greatly to our equipment. The coöperative relations now established with the county system and also with the town system, give us an opportunity to do even more efficient work than we have been able to do in the past. With this opportunity we propose to hold rigidly to the purpose for which the school was established and turn back to the State each year many well trained and efficient teachers.

DONATIONS

The spirit of service has found lodgment in the hearts of our students as is clearly exemplified by donations they have left to the school from time to time.

STUDENT LOAN FUND

Class of 1911	\$ 112.50
Class of 1912	200.00
Class of 1913	300.00
Class of 1914	210.00
Summer term of 1912.....	45.00
Summer term of 1913.....	17.00

Summer term of 1914.....	21.00
Class of 1915	210.00
Class of 1916	205.00
Class of 1917	400.00
One year class of 1917.....	15.00
Class of 1918	500.00
Total	\$2,235.50

For books in the library by the summer term, 1911, \$52.50. The Students Loan Fund has been the instrument of helping forty-nine students.

Not only have the students caught the spirit of service through the school, but people not connected with the school have seen in the work being done here an opportunity to help others. Mrs. Delon Henry Abbott, of Vandemere, has given \$2,500 as a Delon Henry Abbott Memorial Loan Fund. The provisions attached to this gift are such as to encourage the girls of Pamlico County to complete the high school course and then come here for training as teachers.

The Pitt County Federation of Women's Clubs has raised sufficient funds to help nine students attend school here since the fund was established four years ago.

The Sallie Southall Cotton Loan Fund of the North Carolina Federation of Women's Clubs continues to help students attend school here. During the past two years two have used this fund to attend school here.

WAR WORK

Students, teachers and officers have been quite active in all phases of war work. School organizations have done the following:

Liberty Bonds bought.....	\$1,450.00
War Savings Stamps	70.00
United War Work, Y. W. C. A. and Y. M. C. A. donations.	1,301.00
Red Cross	296.00
Total	\$3,117.00

The above does not include dues to Red Cross, etc. In every drive the school has done more than it was asked to do.

BUILDING FUND

The General Assembly of 1917 provided by bond issues \$200,000 for permanent improvements, said fund to be received in six years. They also created a State Building Commission to administer this fund. Working under this commission we have added a second story to our

model school, and though the building is not completed yet, we are able to use it. This is a great help to us in our observation and practice work.

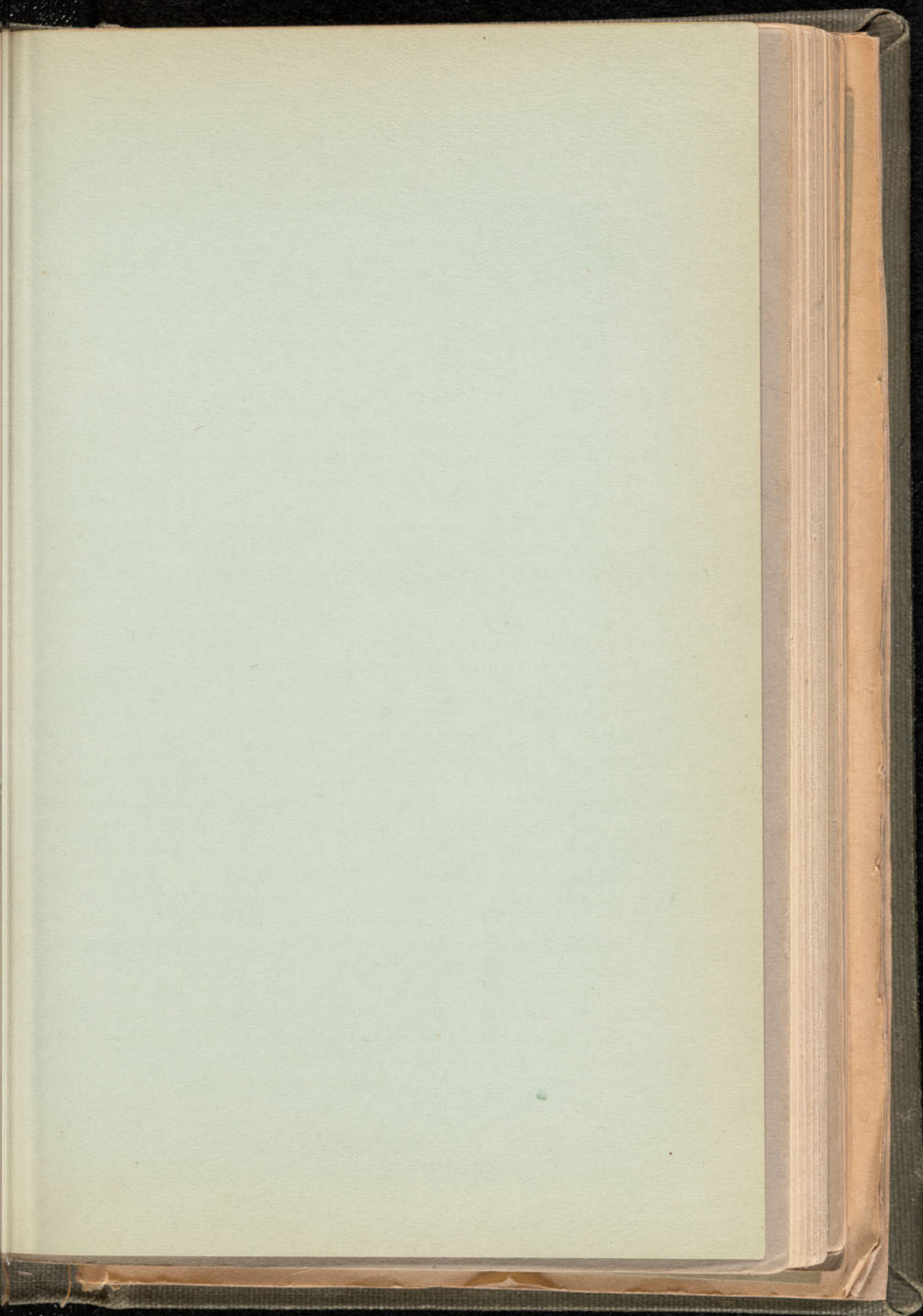
During the years immediately following the war our State will need well trained teachers as it has never needed them before. To save our Nation from the evil effects of the war universal education will be the greatest help.

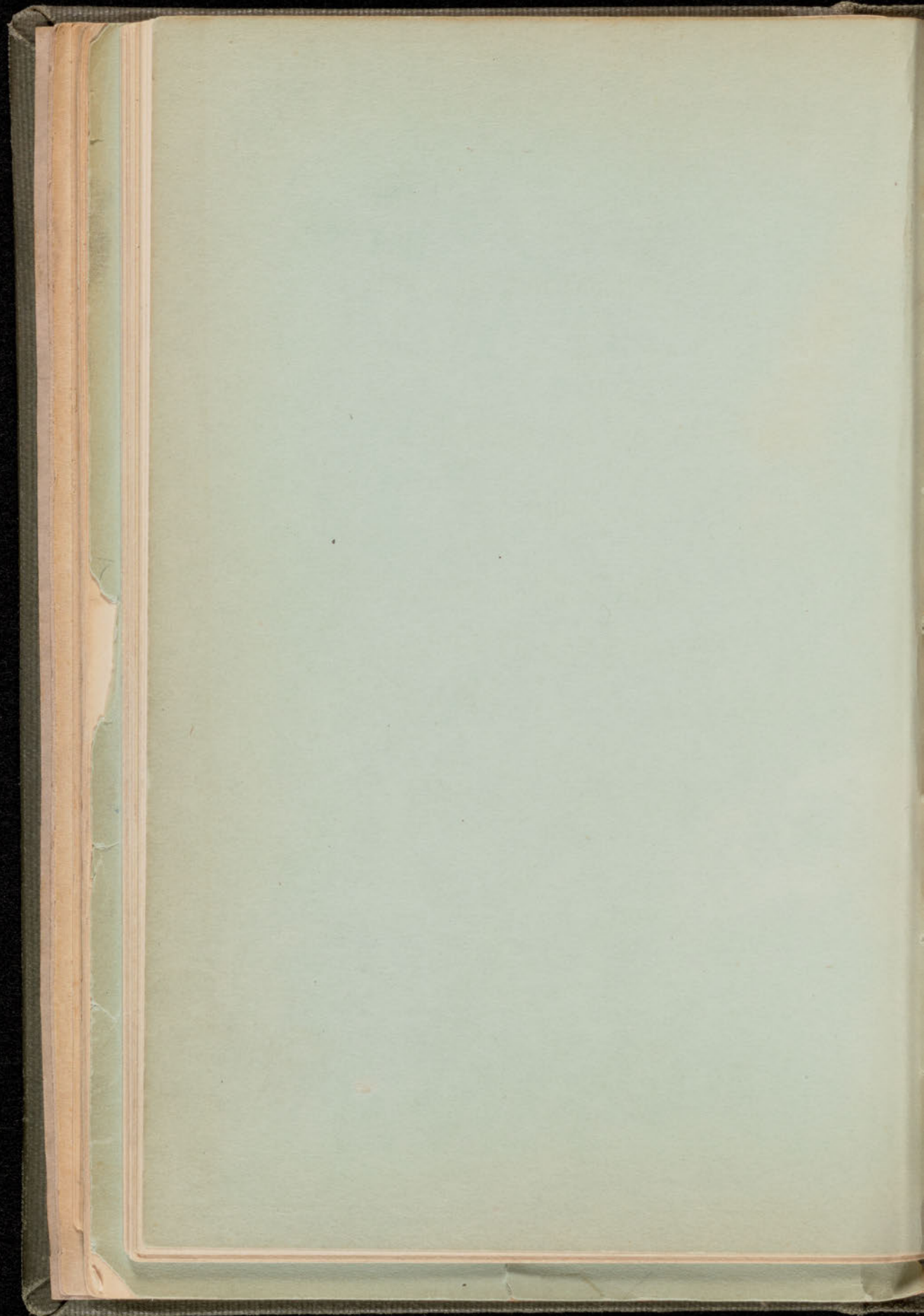
The hope of our civilization, the stability of our government, the safety of our homes, and the prosperity of our nation in its economic and industrial activities is more dependent upon public education now than ever before in the history of the world. We must have an enlightened citizenship in field, factory, and shop, as well as in offices and the so-called professions, if we hope to keep apace with the world of tomorrow. This can come only through the schools, and it will not come through the schools if we do not see to it as a policy that every school is provided with competent teachers. The inefficient teacher must be made efficient, or her place must be taken by one who is thoroughly efficient. Realizing as I do that this is vital to all of our interest, civic, religious, industrial and political, I urge you to hasten our building program that we may give back to the State an ever increasing number of well trained teachers. The teacher training facilities in our State are totally inadequate for the immediate and pressing demands. The State should see to it, therefore, that the schools and colleges we now have are given every possible opportunity for increasing the number of teachers they prepare for service. Our State is not prepared to meet adequately the demands of the times, and when it does the best that can be done it will then fall far short of doing what should be done. The capacity of this school should be doubled within the next twelve months, and other schools like this should be built by the State. I know the cost will be great, but a failure to provide the means for training teachers will cost the State more than to train them, for our citizenship will be less efficient. The best investment our State can make today is to put money into education, and I urge you to use your influence in this direction. It is for the good of every interest of our people.

Our maintenance fund for 1918-1921 should be at least \$65,000 annually. This is the smallest possible amount for efficient service. The annual increase of \$5,000 is made necessary by the high cost of fuel, labor, and the increase in our teaching force.

Respectfully submitted,

ROBT. H. WRIGHT,
President.





REPORT OF EAST CAROLINA TEACHERS TRAINING SCHOOL

TO THE BOARD OF TRUSTEES

Report For the Biennium 1918-1920

(Note: This report is taken from the minutes of the Board of Trustees, no printed report having been found for those two years.)

November 4, 1920

To the Board of Trustees

Gentlemen:

The school years 1918-1920 cover a period of readjustment following the world war and in many respects they have been the most uncertain years in our history. The markets have been so unstable that it has been impossible to tell what to buy or when to buy. It has also been impossible to forecast what charges to make to students and therefore we have been at a loss to know what to recommend to you in all matters that deal with money. But with all this uncertainty these have been years of unprecedented prosperity for our school. Such times, as a rule, do not stimulate young women to prepare for the teaching profession. Yet we have been forced to refuse admission to a large number of applicants for the lack of room. Our enrollment has not materially increased during this biennium, simply because we could not take more students. The new dormitory that is now nearing completion will enable us to take 60 students more than heretofore. All have enrolled this fall and our capacity is barely 300. Give us accommodations and we will give the state teachers. The following is our enrollment by years since the school was opened:

	Net
1909-1910	462
1910-1911	498
1911-1912	568
1912-1913	554
1913-1914	560
1914-1915	673
1915-1916	671
1916-1917	645

TO THE BOARD OF TRUSTEES

Report for the year 1911-1912

(Note: This report is taken from the minutes of the Board of Trustees, no original report having been found for these two years.)

November 4, 1912

To the Board of Trustees

Contents:

The school year 1911-1912 covers a period of unusual-
 event following the war and in early respects may
 have been the most unusual year in our history. The
 school year has been so unusual that it has been impos-
 sible to tell what to expect or what to hope. It has also
 been impossible to forecast what changes to make in
 students and therefore we have been at a loss to know
 what to recommend to you in all matters that deal with
 money. But with all this uncertainty these have been
 years of unprecedented growth for our school. This
 time, as a rule, to our children young women to re-
 turn for the second year. Let us have been
 forced to make provision for a large number of girls
 again for the first of year. Our enrollment has not
 materially increased during this period, slightly
 because we could not take more students. The new
 building and its new heating and lighting will enable
 us to take 50 students more than before. All have
 enrolled this fall and our capacity is about 500.
 Given these conditions and we will give the state
 credit. The following is an enrollment by years
 since the school was opened:

1911-1912	425
1910-1911	418
1909-1910	412
1908-1909	405
1907-1908	398
1906-1907	391
1905-1906	384
1904-1905	377
1903-1904	370
1902-1903	363
1901-1902	356
1900-1901	349
1899-1900	342
1898-1900	335
1897-1900	328
1896-1900	321
1895-1900	314
1894-1900	307
1893-1900	300
1892-1900	293
1891-1900	286
1890-1900	279
1889-1900	272
1888-1900	265
1887-1900	258
1886-1900	251
1885-1900	244
1884-1900	237
1883-1900	230
1882-1900	223
1881-1900	216
1880-1900	209
1879-1900	202
1878-1900	195
1877-1900	188
1876-1900	181
1875-1900	174
1874-1900	167
1873-1900	160
1872-1900	153
1871-1900	146
1870-1900	139
1869-1900	132
1868-1900	125
1867-1900	118
1866-1900	111
1865-1900	104
1864-1900	97
1863-1900	90
1862-1900	83
1861-1900	76
1860-1900	69
1859-1900	62
1858-1900	55
1857-1900	48
1856-1900	41
1855-1900	34
1854-1900	27
1853-1900	20
1852-1900	13
1851-1900	6
1850-1900	0

1917-1918	586
1918-1919	551
1919-1920	557

Health conditions: Our record for health has been a remarkable one. In the eleven years that our school has been in operation we have never had a death. During 1919 we had a severe epidemic of Influenza but did not have a case of pneumonia. Last year when the epidemic broke out in our school we put the school under a rigid quarantine and we were fortunate enough to escape the epidemic. We did not have a case of influenza.

Donations: Our motto is: "To Serve". This spirit has found lodgment in the hearts of our students as is clearly manifested by the donations they have left to the school from time to time. Following is a list of the donations the school has received.

Class of 1911	\$112.50
Class of 1912	200.00
Class of 1913	300.00
Class of 1914	210.00
Summer Term of 1912	45.00
Summer Term of 1913	17.00
Summer Term of 1914	21.00
Class of 1915	210.00
Class of 1916	205.00
Class of 1917	400.00
One year class of 1917	15.00
Class of 1918	500.00
Class of 1919	500.00
Class of 1920	1000.00 in cash and in bonds for interior decoration of Administration Building.

For books in library, Sum Term, 1911 \$52.50

The Delon Abbott Memorial Loan Fund by Mrs. Delon Henry Abbott \$2,500.00.

Pitt County Federation of Women's Clubs \$2,500 for a scholarship. This is our only endowed scholarship.

1911-1912
1912-1913
1913-1914

1911-1912
1912-1913
1913-1914

Health conditions: Our record for health has been a remarkable one. In the fifteen years that our school has been in operation we have never had a death. During this we had a heavy epidemic of influenza and it was a case of pneumonia. Last year when the epidemic broke out in our school we put the school under a rigid quarantine and we were fortunate enough to escape the epidemic. We did not have a case of influenza.

Donations: Our motto is: "To Serve". This spirit has found lodgment in the hearts of our students as is clearly manifested by the donations they have left to the school from time to time. Following is a list of the donations the school has received.

Class of 1912	\$112.00
Class of 1912	200.00
Class of 1912	200.00
Class of 1912	210.00
Class of 1912	25.00
Summer Term of 1912	17.00
Summer Term of 1912	41.00
Class of 1912	210.00
Class of 1912	200.00
Class of 1912	200.00
Class of 1912	18.00
One year class of 1912	200.00
Class of 1912	200.00
Class of 1912	200.00
Class of 1912	1800.00 in cash and

in honor of the interior decoration of
the school building.

For books in library, new term, 1911 - \$25.00

The Dean's Report on the work of the school

for the year 1911-1912

For the purchase of new books, \$2,500 for
a scholarship. This is the only money scholarship.

Building Operations: A Model School. Since our last report the Model School has been completed. After using the building for one year the foundation under the north end gave way. We continued to use the building until school closed last spring. The north end was then torn down and the foundation laid on piles and the building repaired. We are now using this building and do not anticipate further trouble on account of the foundation.

B. East Dormitory. The East Dormitory has had a wing added on the east side, completing this dormitory unit, and enlarging our capacity by sixty students. This work is not yet completed. The contractors promised me the use of the building by the time school opened this fall, and so I took enough students to fill the building. Since school opened in September these young women have been crowded into our old rooms, making three and four students in rooms that were build for only two.

C. Administration Building. We have rearranged the front corridors of the Administration Building giving more space near the main entrance, changing the Treasurer's office, and building an office for the President, and building a waiting room for visitors, and an office for the Secretary. We have moved the library to the northwest corner room. In the basement the space under the north end of the building was not being used. Here we have provided three additional classrooms, a large store room, a vault for records, a stationery room and a school post office, thus utilizing all the available space in the basement of this building.

D. West Dormitory. When the school was first opened inadequate provision was made of parlors. The need for these parlors has been acute for several years. During the summer we have prepared parlor space in the West Dormitory that we think will be ample for the school until the en-

Building Operations: A School School. Since our last report the school has been completed. After using the building for one year the foundation under the north and south wings. We could not do so as the building until school closed last spring. The north and south wings were not the foundation laid on piles and the building was not yet as being this building and so not yet. We are further towards an account of the foundation.

2. East Dormitory. The East Dormitory has had a wing added on the east side, completing this dormitory unit, and enlarging our capacity to sixty students. This work is not yet completed. The contractors provided us the use of the building by the time school opened this fall, and so I took enough students to fill the building. Since school opened in September there have been several more students into the room, making three and four students in some that were built for only two.

3. Administration Building. We have rearranged the front portions of the Administration Building giving more space near the main entrance, changing the Treasurer's office, and building an office for the President, and building a waiting room for visitors, and an office for the Secretary. We have moved the library to the north-west corner room. In the basement the space under the north end of the building was not being used. Now we have provided three additional classrooms, a large study room, a small first room, a study room and a small guest office, thus utilizing all the available space in the basement of this building.

4. West Dormitory. When the school was first opened the separate provision was made of partitions. The need for more partitions has been acute for several years. During the summer we have provided partition space in the West Dormitory, and we think will be ample for the school until the next

rollment reaches five hundred. We have not purchased the furniture for the parlors in the West Dormitory nor for the offices in the Administration Building.

E. Heating Plant. Last April the steam main that furnishes heat to all the buildings gave way. This necessitated rearranging our heating mains. The State Building Commission sent their engineers here and they drew up the plans for reinstalling these pipes. This work is now going on and it will take until some time in December to complete it. The buildings are fairly comfortable now, and we hope by the time cold weather comes to have the plant working sufficiently well to keep the buildings comfortable.

F. Hot Water. Something over a year ago our hot water system gave out completely and we have had a circulating system installed. This was done, as was all the building and alterations, under the direction of the State Building Commission. The hot water system is very satisfactory.

The cost of all this work has taken all the funds available for building and we have a debt of several thousand dollars. We cannot tell exactly where we stand financially, as much of this work, from its nature, had to be done on the cost plus basis. The Executive Committee has requested the Council of State to provide the funds for repairing the heating plant and for the work done on the foundation of the Model School, as these items were extraordinary charges due to unforeseeable causes. We have not heard from the request for these funds.

Additions: For the growth of the school the following items are needed. I have gone over these items carefully with the State Architect and the estimates of the cost in each case is the result of our conference.

collected between five hundred. We have the furnished
the furniture for the period in the past history
for for the offices in the administration building.

5. Heating Plant. Last April the heating plant
was furnished with all the necessary equipment
This present building was designed for heating
The State Building Commission want their equipment
here and they have the same for heating
these pipes. This work is now going on and it
will take until now this is because no complete
10. The building and heating equipment for the
we hope by the time this equipment comes to have the
plant working satisfactorily well to keep the
building comfortable.

7. Hot Water. Something over a year ago we had
water system gave out completely and we have had
a circulating pump installed. This was done
we are all the building and circulation, water for
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hot water system is very satisfactory.

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where we stand financially, as much of this work
from the income, had to be done on the cash plan
basis. The Executive Committee has requested the
Council of State to provide the funds for
financing the heating plant and for the work done
on the foundation of the Model School, as these
items were extraordinary charges and no other-
wise covered. We have not heard from the request
for these funds.

Additional for the growth of the school the follow-
ing items are needed. I have come over them
I have carefully with the State Architect and the
estimation of the cost in each case in the report
of our committee.

Item 1. Addition to the Administration Building adding classrooms, music rooms, toilet rooms, improving the state and improving the Domestic Science Department	\$150,000.00
Item 2. Teachers Apartment house and dormitory	100,000.00
Item 3. New Library Building	100,000.00
Item 4. Building and equipment for Physical Training and gymnasium	75,000.00
Item 5. Remodeling the power and heating plant and enlarging power house, re- arranging and furnishing new electric equipment	75,000.00
Item 6. Six cottages for employees	30,000.00
Item 7. Improvements to the grounds, paving roads throughout the grounds, used for heavy hauling.	15,000.00
Item 8. Furniture for Administration Building and Dormitory	25,000.00
Item 9. Fire Protection	15,000.00
Item 10. Enlarging Dining Room and serving pantry, kitchen and bakery	85,000.00
Item 11. New Dormitory for 220 students built	220,000.00
Item 12. Dairy, and land for same	75,000.00

Total	\$ 965,000.00
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This will give us a school with a capacity for housing and teaching 550 students. I can get the students here before you can have the buildings erected. The need for trained teachers is so great that North Carolina cannot afford to refuse the request for enlarging this school. We cannot wait, because our children are growing up in ignorance while we debate the question of

Item 1. Addition to the administration building adding classrooms, study rooms, toilet rooms, improving the stairs and elevators the Domestic Science Department \$150,000.00	
Item 2. Teachers' Apartment House and Dormitory 100,000.00	
Item 3. New Library Building 100,000.00	
Item 4. Building and equipment for Physical Training and Gymnasium 75,000.00	
Item 5. Remodeling the power and heating plant and enlarging power house, re- arranging and furnishing new electric equipment 75,000.00	
Item 6. Six cottages for employees 20,000.00	
Item 7. Improvements to the grounds, paving roads throughout the grounds, used for heavy hauling. 15,000.00	
Item 8. Furniture for Administration Building and Dormitory 25,000.00	
Item 9. Fire Protection 15,000.00	
Item 10. Enlarging Dining Room and serving pantry, kitchen and bakery 25,000.00	
Item 11. New Dormitory for 250 students 250,000.00	
Item 12. Laundry, and food for same 75,000.00	

Total \$ 955,000.00

This will give us a school with a capacity for
housing and teaching 550 students. I can get the
students here before you can have the buildings
erected. The need for trained teachers is so
great that North Carolina cannot afford to
retard the progress for entering this school. We
cannot wait, because our children are growing
in ignorance while we debate the question of

providing adequate teacher training facilities. We must go forward.

Respectfully submitted,

Robert H. Wright, President

Moved by Mr. McDowell and seconded by Mr. Hines that the President's report be approved and accepted. Unanimously carried.

By unanimous vote the Board authorized a four-year College Course in Teacher Training for this institution. Moved by Mr. Hines and seconded by Mr. McDowell that the Executive Committee be authorized and instructed to act for the Board in prescribing and adopting the four year course of study. Unanimously carried.

It was moved by Mr. Hines and seconded by Mr. McDowell that it is the sense of this Board that this school withdraw from the Central Purchasing Committee. Motion Carried.

The Board took up the question of the Budget for the Maintenance of this school, same to be sent in to the State Budget Committee. After a full and detailed discussion of the absolutely necessary expenditures for maintenance, the Board agreed upon \$95,000.00 as the minimum. On motion of Mr. Hines, seconded by Mr. McDowell, President Wright was authorized to itemize the \$95,000.00 and then to ask for a contingent fund of \$10,000.00. Unanimously carried.

Moved and seconded that the Director of the Summer Term be allowed a sum not to exceed \$10,000 for

providing adequate teacher training facilities. It
must go forward.

Respectfully submitted,

Robert H. Wright, President

Moved by Mr. Hobbs and seconded by Mr. Hines
that the President's report be approved and accepted.
Unanimously carried.

By unanimous vote the Board authorized a four-
year College Course in Teacher Training for
this institution. Moved by Mr. Hines and seconded
by Mr. Hobbs that the Executive Committee be
authorized and instructed to act for the Board
in prescribing and adopting the four year course
of study. Unanimously carried.

It was moved by Mr. Hines and seconded by Mr.
Hobbs that it is the sense of this Board
that this school withdraw from the Central
Purchasing Committee. Motion carried.

The Board took up the question of the budget for
the maintenance of this school, same to be sent
in to the State Budget Committee. After a full
and detailed discussion of the absolutely necessary
expenditures for maintenance, the Board agreed
upon \$25,000.00 as the minimum. On motion of
Mr. Hines, seconded by Mr. Hobbs, President
Wright was authorized to increase the \$25,000.00
and then to ask for a contingent fund of \$10,000.00.
Unanimously carried.

Moved and seconded that the Director of the Bureau
be allowed a sum not to exceed \$10,000 for

the maintenance of the Summer Term.

The report of the Director of the Summer Term was read by President Wright. On motion, duly seconded, the report was accepted. The report follows:

The organization of the work of the 1920 Summer Term was materially modified to make the work of this school conform to the State's new scheme of teacher training and certification of teachers. Two distinct schools were necessary this summer; viz, the State or Approved Summer School and a County Summer School. The State Summer School took care of teachers who already hold a State Certificate and graduates of standard high schools who have not taught. Students with lower qualifications and training took work in the County Summer School.

The total enrollment of the summer was 293--292 women and one man. Practically all these remained throughout the entire term. 204 were registered in the State Summer School and took work in our regular courses with the following class distribution: 6 did senior work, 150 did Junior work and 37 did academic work to meet the academic requirements for State Certificates. In addition to the above work, courses in Administration, Elementary Supervision and Community Leadership were given. 9 young women enrolled for this work. Several members of the Summer Term faculty also took advantage of these courses. In the judgment of all this work was well worth while and should be continued.

The Palmer system of Handwriting was given again this summer and occupied a regular place on the schedule twice a week for the entire term.

The County Summer School, conducted for Pitt County, was in session six weeks, and 89 students

The maintenance of the Summer Term.

The report of the Director of the Summer Term was read by President Wright. On motion, duly seconded, the report was accepted. The report follows:

The organization of the work of the 1930 Summer Term was materially modified to make the work of this school conform to the State's new scheme of teacher training and certification of teachers. Two distinct schools were provided: this summer, viz., the State or Approved Summer School and a County Summer School. The State Summer School took care of teachers who already held a State Certificate and graduates of standard high schools who have not taught. Students with lower qualifications and training took work in the County Summer School.

The total enrollment of the summer was 285-286 women and one man. Practically all these remained throughout the entire term. All were registered in the State Summer School and took work in our regular courses with the following exceptions: 3 did senior work, 130 did junior work and 27 did academic work to meet the new basic requirements for State Certification. In addition to the above work, courses in administration, Elementary Supervision and Community Leadership were given. 5 young women enrolled for this work. Several members of the Summer Term faculty also took advantage of these courses. In the judgment of all this work was well worth while and should be continued.

The former system of bookkeeping was given again this summer and occupied a regular place on the schedule twice a week for the entire term.

The County Summer School, conducted for five weeks, was in session six weeks, and 55 students

registered. The course of study was prescribed by the State Board of Examiners and took the place of our F course, which has been given heretofore. 19 students, graduates of one and two teacher high schools, took and eight weeks' county summer school course, and in this course our junior work was given.

Special short courses, independent of our regular schedule, were given in Social Hygiene, Heredity, Thrift, and Citizenship.

Sixty-seven children-- 34 boys and 33 girls, not counted elsewhere, were taught by three teachers in the Greenville High School building because our Model School Building could not be used at that time. The number of observations was not as large as usual because of the unsettled condition of the State's certification scheme, but these observations are indispensable in the work of the summer term.

The transition from the old to the new certification scheme caused considerable confusion amongst the student teachers because a great many of them did not know just what was necessary to renew or raise the class of their certificate, but the new scheme and the salary schedule have given a decided impetus to professional training and the teachers are not conscientiously working to equip themselves for better service as well as for better salary. The faculty and students both fell in line with the spirit of the new scheme with remarkable cheerfulness and enthusiasm, and every phase of the summer's work was most gratifying.

In the light of existing educational conditions of the new teacher training and certification scheme, and of the demand of the graduates of this school for further training which will enable them to raise the class of their certificate, it seems to me that the time is ripe and the

registered. The course of study was prescribed by the State Board of Examiners and took the place of our 7 course, which has been given heretofore. It is a course of one and two years, high schools, both and eight years' preparation, school course, and in this course our Latin, Greek and German.

Special short courses, independent of our regular schedule, were given in Social Hygiene, Psychology, English, and Citizenship.

Black-headed children--the boys and the girls, our colored children, were taught by three teachers in the University High School building. In our Model School building could not be used at this time. The system of organization was not as far as an usual school of the American continent. At the State's participation course, and these observations are independent in the work of the national level.

The transition from the old to the new organization scheme caused considerable confusion among the student teachers because a great many of them did not know just what was necessary to know or what the aims of their organization, and the new scheme and the policy schedule have given a decided change to the organization of the school and the teachers are not satisfactorily working to carry them over in their service as well as for better results. The faculty and students both fall in line with the spirit of the new scheme with reasonable determination and enthusiasm, and every phase of the change is being met with smiling.

In the light of existing educational conditions of the new teacher training and organization of the school of the students of the school this school for further study will enable them to take the place of their old school, and to see that the line is this and the

demand imperative for this school to put on an additional course of study to cover a period of two years more and thereby conform to the present state policy.

Respectfully submitted,

C. W. Wilson, Director

It is imperative for this school to put on
an additional course of study to cover a period of
two years more and thereby conform to the present
state policy.

Respectfully submitted,

E. S. Wilson, Director

BIENNIAL REPORT OF THE PRESIDENT OF EAST
CAROLINA TEACHERS COLLEGE TO THE BOARD OF TRUSTEES

FOR THE YEARS 1920-22

Administration Building
December 12, 1922

To the Board of Trustees

Gentlemen:

✓ This report covers the school years of 1920-22. In many respects these have been the most satisfactory years in the history of the college. The change that has been made in the course of study leading to the bachelor of arts degree has had a splendid effect. We have not had a decided break away from the two-year normal course. On the other hand, we have had a healthy growth in the four-year course. The first group of students admitted to the four-year course from the high schools came in the fall of 1921. We enrolled eleven. In the fall of 1922 we enrolled twenty-two in the four year course. The first group of these students was admitted to the Summer Term of 1921. The State Department of Education grants the A certificate to those students completing the degree course.

We, for the lack of funds, have not been able to grow in proportion to the increasing demands made upon us by the high school graduates in our state. For the current year, for example, without expending a penny for advertisement, we had more than two to apply for every available bed in the college. Many of these whom we were forced to refuse have written letters that unquestionably would touch the heart of the most penurious tax payer in our state. They are literally begging the state to give them a chance. For example, one writes: "I want the training that your school gives and want to

ANNUAL REPORT OF THE PRESIDENT OF THE
CAROLINA TEACHERS COLLEGE TO THE BOARD OF TRUSTEES

FOR THE YEAR 1930-31

Submitted by
December 15, 1931

To the Board of Trustees

Gentlemen:

This report covers the school years of 1930-31. In many respects there have been the most satisfactory years in the history of the college. Changes that have been made in the course of study leading to the bachelor of arts degree has had a splendid effect. We have not had a decided break away from the two-year normal course. On the other hand, we have had a healthy growth in the four-year course. The first group of students admitted to the four-year course from the high schools came in the fall of 1931. We enrolled eleven. In the fall of 1932 we enrolled twenty-two in the four-year course. The first group of these students was admitted to the Bachelor of Arts in 1931. The State Department of Education grants the certificate to these students completing the degree course.

As for the lack of funds, have not been able to give in proportion to the increasing demands made upon us by the high school graduates in our state. For the current year, for example, almost expending a penny for advertisement, we had more than two to apply for every available bed in the college. Many of these students were forced to return home without having had that unquestionably would touch the heart of the most generous tax payer in our state. They are literally begging the state to give them a chance. For example, one student, "I want the training that your school gives and want to

enter, if possible, this term. I wonder if any of the girls have dropped out, so that you might take me in, or if it would be possible for you to grant me a favor, and that is this: I know that you are expecting to have with you this fall Miss S_____ of N_____, N. C.; Miss S_____ is a very dear girl friend of mine, and she says she will gladly share her single bed with me, if you could take me in that way". A mother, who had one daughter enrolled with us writes: "I do not wish for her to miss any of her work, so my daughter E_____ consents to share her bed with M_____. Please let me know immediately if their plan is satisfactory to you." We have letters from former teachers literally pleading with us to take girls, three or four in a room.

These, gentlemen, are some of North Carolina's high school graduates pleading with the state of North Carolina for the privilege of preparing themselves to teach the children of our state, and we are forced to say "No". Yet according to the report recently sent out by the National Education Association, only 23% of the public school teachers of our state are trained teachers. The cold fact confronting us is that the number from our high schools will be an increasing number, certainly for the next ten years. The demand back in the state for trained teachers is an ever increasing demand. If North Carolina is to do her duty to this generation of children, she must send to them more than twenty-three trained teachers out of every one hundred. As a citizen of the state I cannot face these little children and truthfully tell them we are doing our full duty by them until we greatly increase the number of well trained teachers that we send to them annually.

enter, if possible, this room. I wonder if
any of the girls have dropped out, so that you
might take me in, as it is would be possible
for you to stand as a favor, and that is what
I want that you are expecting to have with you
this fall. Miss S. of N. C. Miss S.
is a very dear girl friend of mine, and she
wishes the girls should have a chance to
visit me, if you could take me in that way. I
wonder, who had one daughter married and who
wishes "I" to have with her to stay any of
her work, as my daughter is a student in
school and has a N. C. friend. I am
wondering if you will be in the city
to see me. We have friends from former teachers
literally glowing with us to see you.
I am as well in a room.

These gentlemen, who were of North Carolina's
high school graduates glowing with the state
of North Carolina for the privilege of pro-
viding themselves to teach the children of our
state, and we are forced to say "No". For
according to the report recently sent out by
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next ten years. The demand here in the state
for trained teachers is an ever increasing
demand. If North Carolina is to do her duty
to this generation of children, she must send
to these state normal-schools trained teachers
out of every two hundred. As a citizen of the
state I cannot take these little children and
trustfully tell them we are doing our full
duty by them until we greatly increase the
number of well trained teachers that we send to
them annually.

Our nation's safety, prosperity, and happiness depend upon good public schools. I mean public schools good enough for all to attend. Supplying these schools with teachers is the function of our college. The responsibility rests more heavily upon you than upon any other Board of Trustees in the state of North Carolina. I urge you, therefore, to go before the General Assembly of 1923 with a program big enough to convince the General Assembly that you, at least, see the problem and want to solve it. Knowing you as I do, I am sure you will do this.

Your Building Committee has worked out a program that, if put into operation, will enable the college to accommodate twelve hundred students. I commend this report to you and ask you to study it with care and I recommend that you adopt the same. We should, however, go one step further and place to the east of the row of faculty houses a men's dormitory. I do not believe that we should longer deny to the men of the state who wish to be teachers the benefits of this, the one teachers college in the state. I hope you will add this to the program. We should also build a dairy on the land to be purchased, using the land for dairy purposes not put into use for buildings and athletic field.

Maintenance

We have lived through this biennial period within the appropriation made by the General Assembly of 1921. To do this, however, has necessitated the over-crowding of classes and the over-crowding of teachers' schedules. We have been very much handicapped this fall because we have been forced to over-crowd the schedules of practically every member of the faculty. We need very much to add teachers

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The benefit of this, the one teachers college
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Maintenance

We have lived through this financial period
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because we have been forced to over-crowd the
schedules of practically every member of the
faculty. We need very much to add teachers

for the following subjects: history, science, home economics, foreign languages, physical training, education; and we need a librarian. To get these will cost us at least \$2,000 each. We have on our staff several persons very much underpaid. If we were to lose them their places could not be filled for less than fifty per cent more than they are receiving. In other words, the college ought to increase the compensation received by many of its staff. There should be at least \$6,000 set aside for this purpose. I am, therefore, recommending to you that you recommend to the General Assembly an annual appropriation for maintenance for 1923-1924 of \$125,000. If we are allowed by the General Assembly to undertake our Building Program for 1924, we will need to add at least three or four additional teachers. Therefore, I advise that you recommend that the appropriation for 1924-25 be \$135,000.

Summer Term

I am convinced that under the existing circumstances, with the ever-increasing demands on the colleges by the high schools, the calendar year should be divided into four terms. This would enable the high school graduate to get his college degree in three years, thus saving a year to the strong and vigorous high school graduate. I recommend, therefore, that the Summer Term beginning with the summer of 1924, be made eleven weeks instead of eight. That will give us as much working time as we now have per term for the Fall, Winter and Spring Terms. This will divide

for the following subjects: history, sciences,
 home economics, foreign languages, physical
 training, education; and we need a librarian.
 To get these will cost us at least \$2,000 each.
 We have on our staff several persons very much
 underpaid. If we were to lose them their
 places could not be filled for some time.
 Fifty per cent more than they are receiving. In
 other words, the college ought to increase
 the compensation received by many of its
 staff. There should be at least \$3,000 per
 annum for this purpose. I am, therefore,
 recommending to you that you recommend to the
 General Assembly annual appropriation for
 maintenance for 1933-1934 of \$125,000. If
 we are allowed by the General Assembly to
 undertake our building program for 1934, we
 will need to add at least three or four
 additional teachers. Therefore, I advise that
 you recommend that the appropriation for
 1933-34 be \$125,000.

Summer Term

I am convinced that under the existing circum-
 stances, with the ever-increasing demands on
 the colleges by the high schools, the calendar
 year should be divided into four terms. This
 would enable the high school graduates to get
 his college degree in three years, thus
 saving a year to the strong and vigorous
 high school graduates. I recommend, therefore,
 that the summer term beginning with the summer
 of 1934, be made eleven weeks instead of
 eight. That will give us as much working
 time as we now have for term for the fall,
 winter and spring terms. This will divide

the calendar year of fifty-two weeks into four working terms of eleven weeks each, leaving eight weeks for commencement, registration, of students, vacations, and repair work to the plant. I believe that we can do this work within the appropriation we are asking for, as the added cost will be for only three weeks of instruction.

In June, I recommended that we discontinue the Academic course, as the state has provided high school accommodations for students in practically every county in the state. You deferred action on this until this fall. When we opened college this fall we found only two students registered for the first year Academic Course. We had seventeen students coming into the second year Academic Course from our first year Academic Course. This means that we cannot expect more than fifteen students in the whole Academic Department next year. I, therefore, am urging you to abolish this course.

I ask that you create the new positions mentioned above and that I be empowered to employ teachers and officers for all these positions.

Respectfully admitted,

Robert H. Wright, President

RHW:H

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working terms of eleven weeks each, leaving
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fifteen students in the whole academic depart-
ment next year. I, therefore, am urging you
to abolish this course.

I ask that you create the new positions men-
tioned above and that I be empowered to employ
teachers and officers for all these positions.

Respectfully submitted,

Robert H. Wright, President

RMH:H

Report of the Building Committee

To the Board of Trustees

East Carolina Teachers College

Gentlemen:

The General Assembly of 1921 made the following appropriations:

a. To complete the Administration Building	\$120,000
b. To remodel Power Plant and furnish electrical equipment	50,000
c. Furniture for Administration and Dormitory Buildings	15,000
d. To erect new dormitory	80,000
e. For new heating mains, tunnels, etc., and remodeling Model School to make it safe	60,000
Total	<u>\$325,000</u>

The item of \$60,000 was for work that had been done, or was under construction, and this appropriation was made by the General Assembly, therefore, to take care of the indebtedness. The State Treasurer finally sent the college for all indebtedness

\$64,368.65

Power Plant

Your committee found the most urgent need of the college was remodeling the power plant. The boilers had been condemned by the boiler inspector. We, therefore, let this contract first. The amount of money appropriated for this purpose was not sufficient to enable your committee to put the power plant in the condition it should be put in. We worked under the idea that we were to do with the amount of money appropriated everything that we could

Dec 12/22

do to put the power plant in good working condition, but not to spend any more money than was available for this purpose. We could, therefore, put in only 500 horse power boilers, when 750 horse power would have given us a more economical plant. We were not able to do any work on the roof of this building that needs attention very much. So far as the appropriation would allow us to go, we have put in the power plant first class equipment. We find this equipment is decidedly more economical than that in previous use. Your committee employed Messrs. Wiley & Wilson, Consulting Engineers, and Mr. H.A. Underwood, as Architect. After carefully working out the needs of the power plant, eliminating every possible thing that could be eliminated, your committee let the necessary contracts to have the old equipment taken out, where it was necessary to take it out, and new equipment installed in lieu thereof. The total cost for this work was \$50,171.99. We added to the appropriation of \$50,000.00 the receipts from the sale of the old equipment, giving us a total of \$50,766.85. When we completed the job we had a balance on hand of \$594.86. The new equipment is giving splendid service and is economical to operate.

Administration Building and Dormitory

When we met to let the contracts to complete the Administration Building and to erect a new dormitory, we found that we could not let separate contracts and keep within the appropriations, but by combining the contracts we could complete the Administration Building and build one unit of the Dormitory within the appropriation made for these two buildings. We secured the approval of the Governor for this purpose and have let the contracts for the two buildings for the total sum of \$192,768.00. Work is progressing very satisfactorily on these contracts. We will have the use of the Dormitory by January 1, and we should be in the addition to the Administration Building by March 1. The combined appropriation for these contracts is \$200,000.00. With the appropriation for furniture and equipment, \$15,000.00, we will be able to complete the

contracts within the limits of the appropriation. But by the time the architect's fees and engineer's fees are paid and we purchase equipment, we estimate that it will take all of the appropriation. In fact, we may not be able to put in all of the equipment needed, but we will not incur a debt. Where the money gives out, there we will stop.

In working out the location for the erection of the new Dormitory, your committee found the question of the future growth and extension of the college involved. As it had been previously decided by the Board of Trustees to enlarge the college to accommodate at least one thousand students, your committee found it necessary, first, to work out this enlargement scheme before the new Dormitory was located. We reported this fact to you at a previous meeting and you instructed us to work out this program. So your committee secured the services of Mr. L. L. Miller, Landscape Engineer, Somerville, N. J., as he was a member of the old firm of Buckingham & Miller. As you will recall, Buckingham & Miller made the original plotting for the college. We instructed Mr. Miller to make a plotting for the institution to accommodate one thousand students, and, if possible, to put the buildings on the land now owned by the college. Mr. Miller visited the institution and went over our holdings very carefully. He requested that we have a topographical survey made. This we had done through the office of Mr. H. A. Underwood, and sent the same to Mr. Miller. After making two tentative plans and submitting the same to your committee to go over and offer suggestions, he finally submitted the plan that we present to you herewith, marked "Exhibit A". We recommend that this plan be adopted in general. There are a few changes that your committee think should be made. Your committee submitted the Miller plans to our Architect, Mr. Underwood, and requested him to give us a careful estimate of what it will cost to erect these buildings, also to take the buildings now erected and change them to a more

permanent construction. We requested the latter because it is becoming more and more manifest that the present construction will have to be changed in the very near future, as it is settling, plaster falling, and, in fact it is imperative to have these original buildings very thoroughly over-hauled in the very near future. After giving these buildings a thorough examination, Mr. Underwood recommends that the inside of these buildings be taken out and a more permanent construction put in. He informs us that the brick walls are good and that this scheme can be done at a very reasonable cost and that it will pay to do this instead of spending money continuously for repairs that will constantly increase in cost. The following is recommended by Mr. Underwood.

SCHEDULE SHOWING IN DETAIL HOW THE BOARD OF TRUSTEES OF EAST CAROLINA TEACHERS COLLEGE
PROPOSED TO SPEND \$1,942,145 - REPORT OF MR. UNDERWOOD

Kind of Building	Size Cu. ft.	No. of Rooms	No. of Students	Cost	Equipment	Total
New Land						50,000
Sewers, Water Facilities,						
Fire protection						26,750
Campus						
Building	1,780,480			250,000	25,000	275,000
Library	268,026			80,407	20,000	100,407
Teachers			Teachers			
Dormitory	662,100	96	92	156,125	9,600	55,375
Auxiliary Power						One-third complete structure
Plant, Heating						
Mains, Campus						
Lighting, etc.	80,000			20,000	75,000	95,000
5 Cottages						29,220
Fire Proofing						
Admr. Bldg.	966,601			96,660		96,660

cont'd

Dec 1922

Size Cu. ft.	No. Rooms	No. Students	Cost	Equipment	Total
Fire Proofing					
W. Dormitory	542,080		54,208		54,208
Fire Proofing					
E. Dormitory	372,225		37,222		37,222
Dormitory "A"					
Wings B & C	329,730	63	103,199	7560	110,759
Dormitory B	542,080	93	158,168	11160	169,328
Dining Room					
Kitchen Add	330,000		60,000	225000	82,500
Men's Building	542,080	93	158,168	11160	169,328
Laundry					10,000
Classroom Building	862,000	22	215,500	10000	112,750
New Infirmary					50,000
Dormitory C	708,466	138	200,000	16560	216,560
Dormitory D	542,080	93	158,168	11160	169,328
Fireproofing					
Infirmary	150,000		15,000		15,000
Walks, Roadways					
Gen. grading					16,750
Total					\$1,942,145

The report of Mr. Underwood is interesting in that it will provide fire proof Dormitory buildings for 866 additional students, will make fire proof those sections of our present dormitories that are not fireproof, in which we now have 230 students; we now have 104 students housed in fire-proof construction. This would give us ample class room facilities, gymnasium, auditorium, and library facilities to handle this number of students, would provide seven homes for married teachers and a home for ninety-two single teachers, all at a cost of less than \$2,000 per capita.

In going over this enlargement scheme your committee recommends that two cottages at \$7,110 each be built and that three cottages at \$5,000 each be built at a total cost of \$29,220 instead of \$29,779, thus making a saving of \$20,550; that the three cottages at \$5,000 each be for the employees of the institution. Your committee recommends that each of these cottages be rented to the occupants. Thus this expenditure would not become an overhead expense. We further recommend that at present the garage be omitted, that the class room building be built in sections and, at present, only one half be constructed; that the teachers dormitory be built in sections, that at present, one third be erected. We also recommend that the stable be omitted at present. This would make a total saving of \$223,5000. We recommend also that an additional tract of land at the east of our present property be bought: (We have an option on this land for \$5,000.) that the laundry be enlarged at an estimated cost of \$10,000; that the present infirmary be abandoned as an infirmary and a new one be erected to the south and west of the circle on the proposed development plan, this building to fall near where the present cabin is, estimated cost of \$50,000; that a men's building be erected at a cost of \$169,328. If this is done the total amount for construction and equipment purposes will be \$1,942,145. We recommend that you ask the

General Assembly of 1923 to make this appropriation.

We feel that a word of explanation, perhaps, is necessary with reference to this Building Program. We will not discuss the class room buildings, dormitories, or library. The purpose for which these buildings are to be erected is manifest.

Teachers Dormitory

This building is to be erected as a home for the unmarried women teachers. The living conditions in Greenville are such that the town has purchased a home for the public school teachers. The college must provide a place for the unmarried women teachers to live. At present they are in one of the dormitories, thus reducing our capacity for students. In other words, building this teachers' dormitory means the same to the college as erecting a new dormitory for students.

Campus Building

This is the building called gymnasium and religious building in Mr. Underwood's report. It is proposed by the committee to erect on the college campus a building that will be a home for the campus life of the institution and a place for the college gymnasium, race track, and swimming pool. It is to have an auditorium, seating capacity for 15000, that may be used for all college life activities, including commencement. The building is also to have two literary society halls, a room for the Athletic Association, a Y.W.C.A. Hall and ample Bible Study class

University of Chicago

The first part of the book is devoted to a description of the various departments of the University of Chicago. The second part is devoted to a description of the various departments of the University of Chicago. The third part is devoted to a description of the various departments of the University of Chicago.

Teachers' Institute

This institute is held for the purpose of giving teachers a course of instruction in the various departments of the University of Chicago. The institute is held for the purpose of giving teachers a course of instruction in the various departments of the University of Chicago. The institute is held for the purpose of giving teachers a course of instruction in the various departments of the University of Chicago.

General Building

This is the building which contains the various departments of the University of Chicago. It is a large building with many rooms. It is a large building with many rooms. It is a large building with many rooms. It is a large building with many rooms. It is a large building with many rooms.

rooms, committee rooms, conference rooms, reception hall, etc. This building will be, perhaps, the most useful building on the campus, from the student's view point, and it is absolutely essential for the development of the best in college life.

Cottages

The cottages referred to in these plans are homes for the married employees and teachers. It is a source of constant uncertainty to the management of the college whether the employees will find a living place in town. If a married man is employed as a teacher, he may have to stay here six months and leave his family in some other place, as Mr. Leggett did last spring, before he can find any place to live. It goes without saying that something must be done to relieve this situation if the college is to employ men with families.

The other items referred to in the estimate furnished by Mr. Underwood show clearly what they are for and do not need any explanation.

...and it is absolutely essential for the
development of the best in college life.

Continued

The colleges referred to in these letters
...for the various purposes and purposes. It is
a matter of constant importance to the management of
the college that the college will have a strong
place in town. It is a matter of importance to
the college that they have a strong and
leave his family in some other place, as Mr. Lockett
has been doing, before he can find any place to live.
It goes without saying that something must be done to
relieve this situation if the college is to enjoy
any with facility.

The other letters referred to in the letter
...by Mr. Underwood more clearly than they
are for and do not need any explanation.

**EIGHTH BIENNIAL REPORT OF THE
BOARD OF TRUSTEES**

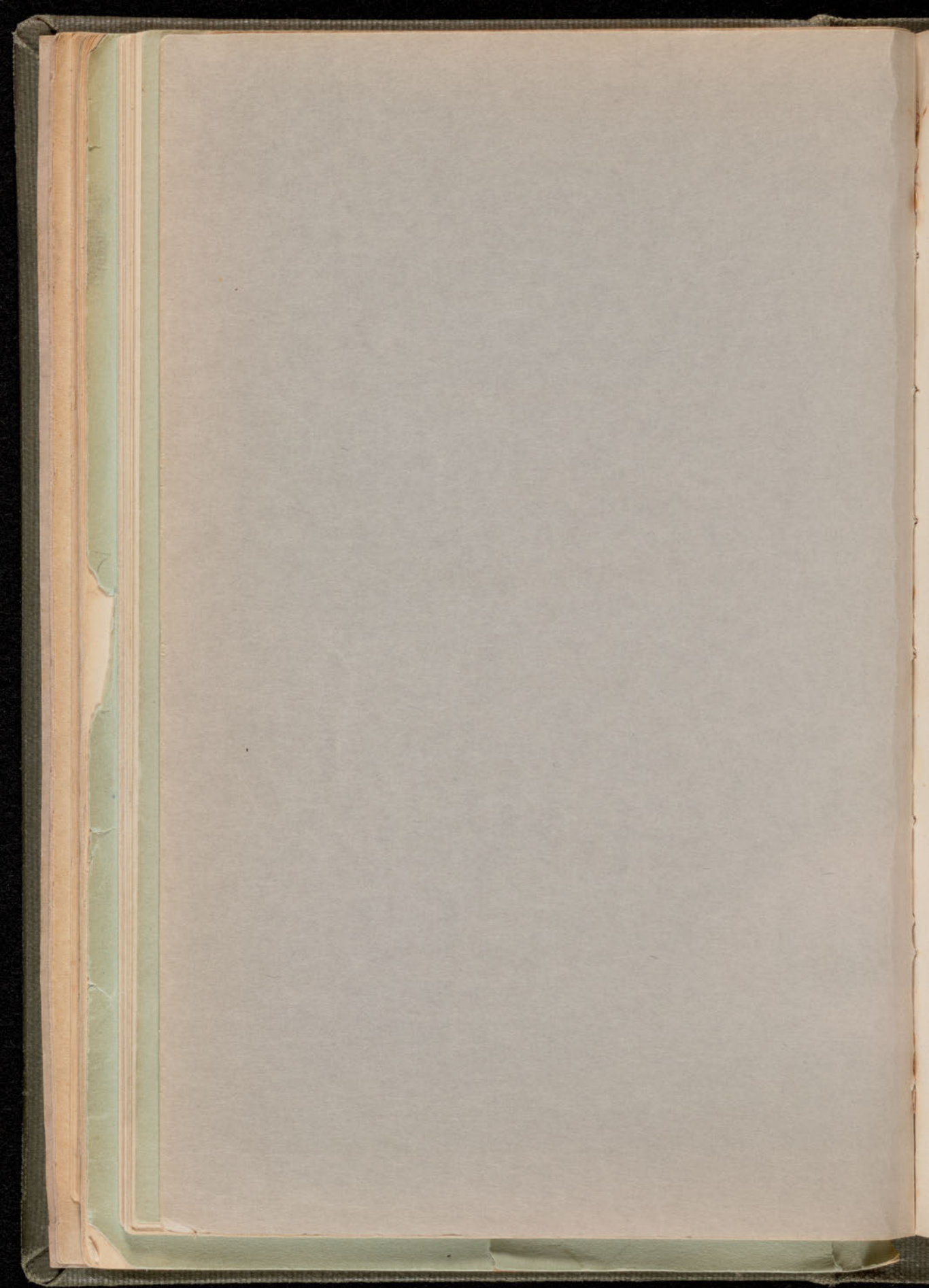
OF

**EAST CAROLINA
TEACHERS COLLEGE**

GREENVILLE, N. C.



SEPTEMBER 1, 1922, TO AUGUST 31, 1924



EIGHTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF

East Carolina Teachers College

GREENVILLE, N. C.

SEPTEMBER 1, 1922, TO AUGUST 31, 1924

BOARD OF TRUSTEES

	<i>Congressional District</i>	<i>Term Expires</i>
F. C. HARDING, Greenville	First	1925
J. B. LEIGH, Elizabeth City	First	1929
A. McDOWELL, Scotland Neck	Second	1925
J. Y. JOYNER, LaGrange	Second	1929
J. R. BANNERMAN, Burgaw	Third	1929
GRAY R. KING, Nashville	Fourth	1927
A. B. ANDREWS, Raleigh	Fourth	1927
	Sixth	
A. T. ALLEN, State Superintendent of Public Instruction		

Officers of the Board

A. T. ALLEN

State Superintendent of Public Instruction

Ex Officio Chairman

LEON R. MEADOWS, *Secretary*.

J. B. SPILMAN, *Treasurer*

Executive Committee

GRAY R. KING, *Chairman*

A. T. ALLEN

F. C. HARDING

Building Committee

F. C. HARDING, *Chairman*

A. B. ANDREWS

GRAY R. KING

ROBT. H. WRIGHT, *Secretary*

LETTER OF TRANSMITTAL

STATE DEPARTMENT OF EDUCATION
RALEIGH, N. C.

TO HIS EXCELLENCY,
GOVERNOR CAMERON MORRISON,
RALEIGH, N. C.

DEAR SIR:—

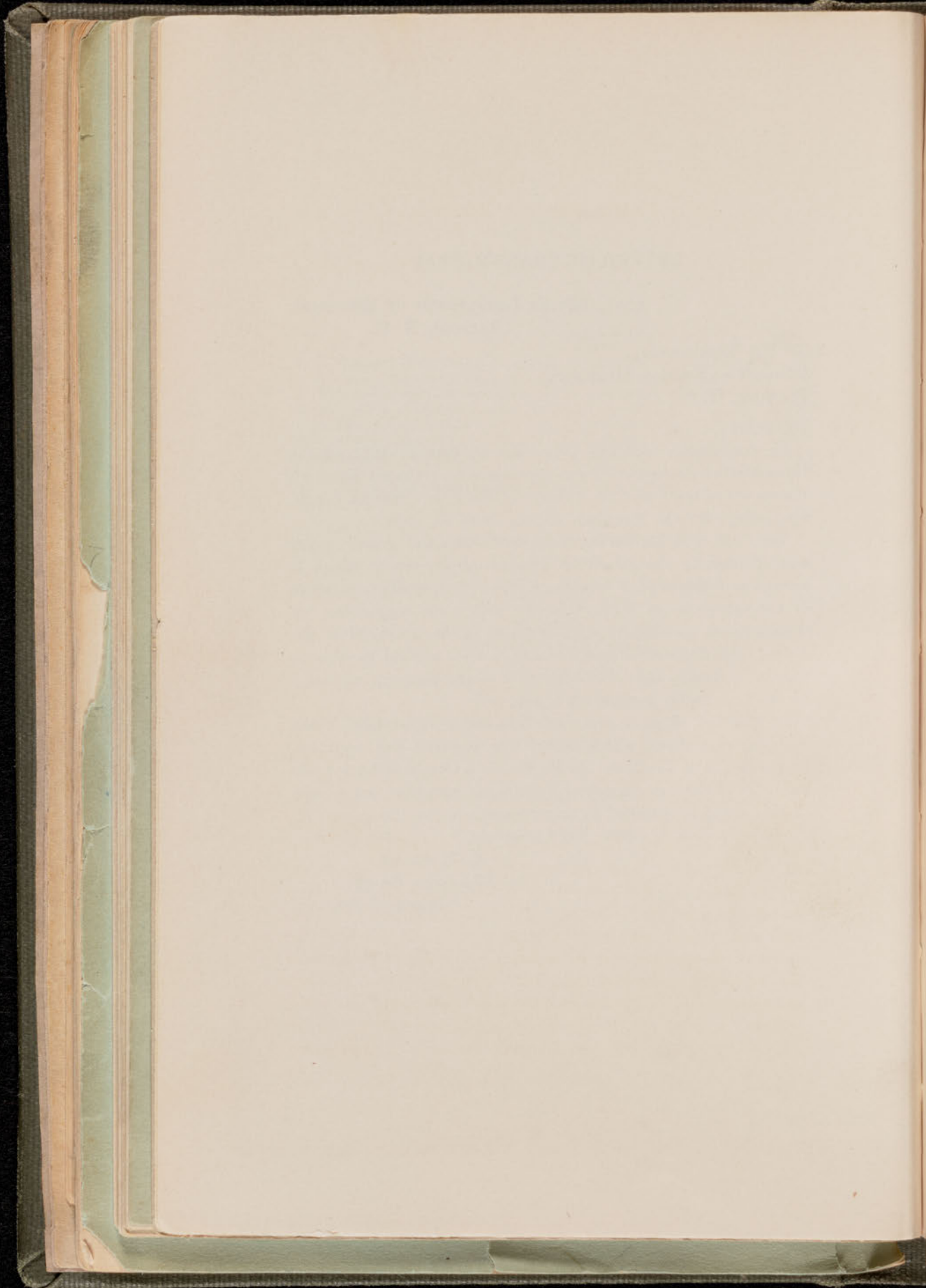
In accordance with the provisions of Section 5871 of the Consolidated Statutes, I have the honor to transmit herewith the report of the Board of Trustees of the East Carolina Teachers College for the biennium ending June 30, 1924.

You will find herein the President's biennial report which was adopted by the Board of Trustees as the report which it desired to make to your excellency. The general administration of the school is set forth, together with such suggestions for improvement as commended themselves to the judgment of the Board. Its financial transactions have been audited by Messrs. Goodno & Steele, and a full statement of the financial condition of the institution is attached hereto.

In addition, there is presented herewith a full report of the building committee, whose report was received and approved by the Board of Trustees. A. M. Pullen & Company have made an audit of the expenditures for building purposes, and a copy of this audit is included in this report.

Very sincerely,

A. T. ALLEN,
Chairman Ex-officio
Board of Trustees.



Aug 29, 1924

EIGHTH BIENNIAL REPORT
OF THE
PRESIDENT OF EAST CAROLINA TEACHERS
COLLEGE
TO THE
BOARD OF TRUSTEES

GENTLEMEN:

This report covers the biennial period from September 1, 1922, to August 31, 1924, in all matters but finances. The financial report conforms to the State year and covers the period from July 1, 1922, to June 30, 1924.

During this biennial period we have spent more money for permanent improvements than we have ever spent before in any corresponding period. However, the demands for enlargement stand out more prominent and more pronounced today than ever before. The people of North Carolina are spending millions annually in the construction of school houses, school-house equipment, and for the transportation of pupils. These millions are investments in public education. We often speak of the money put into public education as a form of taxation. As a matter of fact it is really a community, or a county, or a state investment, and should be so considered. The success of any business is dependent upon the efficiency of the people who work in the business. In other words, the success of public education, in a large measure, is dependent upon the efficiency of school boards, superintendents, supervisors and class-room teachers. More depends upon the efficiency of the class-room teacher than upon any other division of our public school force. If the business of public education is to be a success we must send into the public schools trained teachers, men and women, who know how to teach, and who have the spirit of the teacher. It is imperative that the State provide the necessary normal schools and teachers colleges to train young men and young women for efficient service in the public schools. I urge you, therefore, as public servants, to use all your energy to get the next General Assembly to appropriate

sufficient funds to enlarge this college to the capacity of fifteen hundred. I fix upon fifteen hundred, because, in my judgment, that is as large as we can be in this community if we give adequate training school facilities. As the town of Greenville grows in school population our college can grow in its student body. There is a very definite relationship between the public school facilities in a given community, and the size of a normal school or teachers college. We cannot divorce this type of college from the public schools and keep it an efficient teacher training institution. I am, this year, recommending that we build to the maximum for this community.

My reasons for making this recommendation are found in the following facts:

The increase of white teachers in North Carolina each year for the past five years has been about 1,000—750 Elementary, 250 High School. For replacements annually we need just about 1,500. This makes an annual demand for 2,500 white teachers. In 1923 (the latest authentic figures I have), the total supply of white teachers from the normal schools and colleges of all grades, that is, A grade and junior colleges, was 729. This leaves 1,771 teachers to be recruited from the high schools, or to be brought into our State from other states. Allowing for a reasonable increase to come from the liberal arts colleges we will need about 1,500 teachers annually, I mean that many more teachers than the State is now prepared to train.

We must educate our children. Every right minded citizen sees that; but we cannot educate without teachers. Our boys and our girls cannot take training for this fundamental function in our schools if the State does not provide the normal schools and teachers colleges necessary to accommodate them. There may be some question about the advisability of spending public money for many things for which public funds are now used, but there can be no question about spending public funds to train teachers for our children if we hope to keep our form of government secure; for the stability of our government, the safety of our homes, and the perpetuity of our civilization depends upon the universality of public education. Our material, moral, and religious advancement is dependent upon the

degree of intelligence of the citizenship of our State. Could I find stronger words, or more convincing phrases I would use them, because our children are growing up in ignorance, thus being handicapped, while this generation of mature citizens debates the question of providing ample facilities for public education. The children are asking for bread; are we giving them stones? As this generation sows the next will reap.

While the administration of this college has given during this biennial period about 33½ per cent of its time to the building program, getting the money and erecting buildings, let me say to you that we are not forgetting the purpose for which we build. The little child back out yonder in the public school is calling to us, asking that we send right-minded, well trained teachers to him that he may make the most possible out of his life. The higher values are not being lost in the midst of our efforts to enlarge the material side.

This has been the most miserable summer I have spent in many a year, for I have given much of my time to anxious parents, or to ambitious sons and daughters, telling them that we cannot help them for the next twelve months. Men, it is hard to tell these young people, when they are begging you with tears in their eyes for a chance to prepare to teach our children, "Go home and wait one year, we cannot take you," and yet this is what I have been spending much time doing this summer.

I am sure the people of North Carolina will correct these conditions as soon as they know the facts. I have unlimited faith in the willingness of our people to do the right thing by their children. The facts given to you above are not given with any view of finding fault, but simply to let you know and through you let the Legislature know what the conditions are as seen in one of our State's educational institutions.

The report of your building committee will give you in detail what has been done with the appropriation for permanent improvements made by the General Assembly of 1923. You will find in this report also recommendations for additional appropriation for permanent improvements. I would like to embody this report in my biennial report to you, and make it a part of this report. It is my conviction that we would do

well to add at least five per cent to the recommendations made in the report of the Building Committee. I have never yet seen a building put up for exactly its estimated cost. There may arise conditions that we cannot foresee that will make a given building cost more than we have estimated it will cost. This condition did arise with reference to one of the buildings under construction, and it cost nearly \$20,000 to meet these conditions. As far as we have been able to see, your Building Committee is recommending all the enlargements that will be necessary to take care of a student body of 1,500. If this building program can be completed as it is now worked out we will have a well balanced institution organized on a basis for economical operation. If a part of this program is left off it will be almost impossible to get the greatest efficiency. I trust, therefore, that you will urge the General Assembly of 1925 to make the appropriation called for in the report of the Building Committee.

I submit herewith as a part of this report the audit made by Messrs. Goodno and Steele. These men were sent here by the State Auditor. Their audit gives you in detail the financial condition of the college. I would like to call your attention to one or two facts revealed by this audit as they give you some insight into the operation of the institution. The per cent of expenditures of all kinds, except the building fund, used for administrative purposes, is 8.8. The per cent of the expenditures from all sources, including the building fund, used for administrative purposes is 1.9. I think it is only fair to the administration of the college that for the year 1923-24 the building fund should be used in determining the per cent of expenditures used in the college for administration, because at least one-third of my time has been given to the building program. I realize, however, that this building program is a temporary problem in administration, and that the college should not be organized on the basis of the building program. On the other hand, during the building program the administration of the college needs very much indeed, the help of at least one additional person. I would like to call to your attention the fact that the per cent of the maintenance fund, and all income for instructional purposes, such as tuition, for the year

1923-24 is 64.5. The year 1920-21 Yale University spent for this purpose 43.3. This means that for every dollar spent here by the State, most of it goes directly to instruction. It will be interesting for you to know that the per cent of the maintenance fund and all income for instructional purposes, such as tuition used for teachers' salaries in 1923-24 is 54 per cent. This means that we spent 10.7 per cent more for teachers' salaries than Yale University spends for all instructional purposes.

The conclusion to be drawn from the above data would indicate that we are operating this college as a profitable business to the people of our State.

During the past two years we have taught in the regular college years 911 students; in the summer terms 926 students, making a grand total of 1,837. We have graduated from the two year normal courses 243 students, and from the four year teachers college course 11 students, making a total graduation of 254 students. We are now operating our summer term on the same basis as any other term, and in the future our records should show the total enrollment per calendar year.

✓ It is quite gratifying to know that the graduates of our two year normal course are not all going into the large towns. Of the students who were graduated from this college last year 25.24 per cent are teaching in city schools, and 74.76 per cent are teaching in rural schools. We have taken as our basis for marking the difference between city schools and rural schools the figure used by the Federal Government, namely—a community with less than 2,500 is considered rural. As this Federal distribution does not necessarily show what a rural community is in North Carolina, we have ascertained the number of our graduates of a year ago who are teaching in communities of 500 people or less, and we find 59.2 per cent employed in these schools. The hope of the rural situation, educationally, is in building up large school units. There is almost no hope for efficient public education in any community having only a one room school. Some states in our Union are paying a bonus to the teacher who will go into the one room school, thus making those communities recipients of state help, when the best interest from the standpoint of the children, as well as from the standpoint of the teacher is to transport the

children from such communities to a central school, and have a large school unit. Of course, there will always be a few isolated sections where consolidation cannot be had. If the counties in our State will work out the right kind of school units, the graduates of our college will teach in these schools. The large school unit will insure the community an efficient teaching force, if the State will train enough teachers to man the schools. ✓

My observation and experience after working with this problem since 1909 convinces me that if we can work our scheme in harmony with the State's certification scheme, that we should place each term of this college on the basis of eleven weeks. That would enable us to fit in more perfectly with the demands of the public schools, and, I believe, would not do violence to the present scheme of certification. For, I am persuaded that eleven weeks of continuous work is equivalent to, if not greater than, two terms of six weeks each. When I speak of eleven weeks I mean for the college to be organized on the basis of eleven weeks of work. As a matter of fact, the so-called thirty-six weeks term, known as the college year, does not give to the student to exceed thirty-three weeks of actual work, because every fraction of a week is now counted a week. My idea is to have the registration done before we begin to count the college year. I would not count commencement week as a part of the college year. Let us reduce teaching to a business and run it on the basis of any other business.

For the past twelve months I have given much thought to the problem of reorganizing this institution. As it now stands, the college is organized around the one man idea. This means that endless details of all kinds come into the office of the President, and keep him so completely swamped with minor details that it is utterly impossible for him to give the time and attention that he should give to the bigger problems of a teachers college. Some one in the college should have time to think out the policies, and to acquaint himself thoroughly with what is being done in similar institutions. He should have time to give to the public in his addresses the best there is in him. The demand from the outside is much greater than you can possibly realize. During the months of April, May and

June, I traveled for the college for outside work more than three thousand miles, and I made, I do not know, how many speeches. I do know, however, that I did not have the necessary time to prepare myself for this public work. I have been forced, during the past year, to neglect, or to assign to teachers whose schedules were already too heavy, many things connected with the college that I should have attended to. I have been greatly relieved, however, during the past year by having Mr. Underwood in charge of the training schools. He has done for us a most efficient piece of work. In fact, for the first time we have had our training schools attended to.

As I see it, a teachers college is a professional school for teachers, as much so as is a medical school a professional school for doctors. In a teachers college we do not want to build up departments. The head of the department naturally tries to see how many things he can bring into his department that he may have a great department. For example, take a department of history. If a teachers college is organized on the basis of departments the head of the department of history will try to see if he cannot get into the course of study every phase of history. He will strive to get all the history given in any institution, because he would naturally have much pride in his department. As I see it, what we want to do in a teachers college is to look over the facts of history, and gather out of the great mass of historical data those essential facts that a person should know to be an efficient teacher. It is a question of the selection of historical facts instead of the teaching of history. The same is true with reference to all departments. Do not misunderstand me. There is a certain amount of history a teachers college should teach that the student teacher will not teach in the public schools, but it is that part of history that the student teacher should know so she can teach with intelligence the course of history taught in the public schools. A teachers college, therefore, should be, not a college as we understand it, from the liberal arts college viewpoint, but should be a school with all of the so-called departments making selections out of the great mass of knowledge found in the several branches, and using them in such a way

that the combined teaching will make an efficient public school teacher, and this is a school not a college.

This institution needs in it a man who knows North Carolina public schools; who knows the needs of the public schools; who knows what should be taught to make an efficient teacher; who has tact and ability to work with other teachers, and who has that rare faculty that will enable him to get the hearty coöperation of teachers of all subjects in a teachers college. I do not know what title he should bear. I do not like the term "Dean," and he is not to be Vice-President, but he should have authority, working with and under the President to determine what should go into the course of study from the various subjects offered in our course of study. Through this man working with the head of the training schools there should be established the closest possible relation between the teachers college teacher and the training school teacher. As I see it the President of the college with this man and the one in charge of the training schools should have complete control of the inside or professional operation of the institution. For a time, at least, this person could take charge of all questions of discipline, the selection of courses of study by students, student activities of all kinds, and the registration and qualifications of students.

For 1925-26, if we get our appropriation for enlargement, we should add to the administrative force a business manager. I will not go into the details of his duties as they would be very similar to business managers found in other colleges.

Working on the assumption that this type of organization will meet with your approval, I have worked out our recommendations for the General Assembly of 1925 for our maintenance appropriation.

As we have worked out the building program I hope to increase the enrollment annually by 300 until we reach the maximum of 1,500. This would mean that our enrollment for 1925-26 would be approximately 900; 1926-27, 1,200; 1927-28, 1,500, and I am asking you to secure from the Legislature maintenance appropriation on this basis. As I see it, the appropriation for maintenance will be as follows:

For 1925-26	Library.....	\$ 10,000
	Other maintenance	237,000
	Total.....	\$ 247,000
For 1926-27	Library.....	\$ 10,000
	Other maintenance	318,000
	Total.....	\$ 348,000

Our building program has progressed to the point where it now seems to me that we should begin to name the several buildings. I have a number of recommendations to make with reference to names. It will greatly assist us in the operation of the college to have this done.

We have erected our Library, and will be in this building shortly after the college opens in September. We have only a very small collection of books. We have not been able to buy any books because we had no place to put them. The college is more deficient in its Library equipment and in its physical training equipment than in any other lines of activity. I think we should ask the next General Assembly to appropriate \$20,000 for the library—\$10,000 annually. I think we have one of the most conveniently arranged libraries I have ever seen. What we need now is equipment in the way of books, periodicals, etc., to get the greatest service possible out of this building.

The Young Women's Christian Association has been a most efficient organization in our college, and is the center of the spiritual life of the institution. The students have felt the need for some time for a place of their own where they could hold meetings of a social nature. Provision is being made in the student life building for the Y. W. C. A. and for bible study rooms, but this will not meet all of their needs. They have requested that you allow them to build a hut in the grove on the campus, and that you designate the place where they may erect the hut. I think this is a movement in the right direction, because our students, so far, have not used as they should what we call the back campus, to me the most beautiful part of the grounds. If the Y. W. C. A. had a hut somewhere on the back campus it would draw the students away from Fifth Street, and give them a playhouse around which the student life would naturally center. It is understood that the Y. will pay for this hut.

I recommend, therefore, that you grant this request, and that you empower the Building Committee to designate a site for them.

Loan Funds and Gifts

During this biennial period we have received the following as loan funds:

K. T. & R. A. M. Loan Fund	\$ 350.00
Masonic Loan Fund.....	2,250.00
A. B. Andrews Loan Fund.....	1,000.00
A Friend, as endowed scholarship (one year only).....	100.00
St. Bernard Loan Fund (Rocky Mount).....	1,000.00
Total.....	\$4,700.00

We have received as a gift from the Lanier Society a beautiful green curtain for our stage—cost \$540.00.

The class of 1923 has added to the Alumnae Fund \$300.00, and the class of 1924 has given to the college an oil portrait. We do not know the cost. The total amount for loan funds and gifts is over \$5,540.00.

It is quite gratifying to me as President of the college to have such splendid backing and support as the college is receiving at this time from the different Masonic orders in our State. It shows that this fraternal order is much interested in the best educational development of our people. The spirit that has prompted the student body from time to time, to give something to the college, shows their appreciation for what the State is doing for them, and convinces me that they are mindful of the fact that they owe an obligation to our State in return. This spirit will help them to be efficient teachers in our State.

Respectfully submitted,

ROBT. H. WRIGHT.

Greenville, N. C., August 29, 1924.

REPORT ON AUDIT FOR PERIOD
JULY 1, 1922 TO JUNE 30, 1923

HON. BAXTER DURHAM,
State Auditor,
Raleigh, N. C.

SIR:—In accordance with your instructions, we have audited the financial records of the

EAST CAROLINA TEACHERS COLLEGE, GREENVILLE, N. C.
covering the fiscal period from July 1, 1922 to June 30, 1923. Our report on this audit is divided into four Exhibits and ten Schedules as described in the attached index.

Exhibit "A," supported by certain exhibits and schedules, is divided into four sections, showing all *Current Assets and Liabilities* in section 1—all *Capital Assets* in section 2—all *Permanent Improvement Funds* in section 3, and a *Summary* in section 4. The valuations for buildings and equipment in section 2, and as shown in Schedule 5, were taken from valuations as estimated in Insurance Summary of 1921, plus sundry additions at cost prices since that time to June 30, 1923. The valuation of real estate as shown in Schedule 6 was taken from a valuation made by the college authorities.

Exhibit "B" is a *Statement of Receipts and Disbursements*, for the period, supported by Schedule 4, which shows the receipts by months and schedules 2 and 3, which show the disbursements by months and by functions. The receipts from the State Treasurer were verified against the records in the State Treasurer's office. We were unable to verify the receipts from students as against the number of students in college, as there was not a sufficient record kept. In this particular, we would suggest a registration record to be kept which would show the number of boarding students, day students, tuition and registration fees paid—music students and refunds made to students; and that this record be kept separate and apart from the Treasurer's office. If this were done, a complete verification of the Treasurer's receipts could be made. All

disbursements were carefully checked and verified against original invoices and found to be correct.

Exhibits "C" and "D" represent the *Receipts and Disbursements* of the "*Building Fund 1921*" and "*Building Fund 1923*" respectively. The receipts coming from the State Treasurer's office were verified from the records in that office, and all disbursement vouchers checked against original invoices.

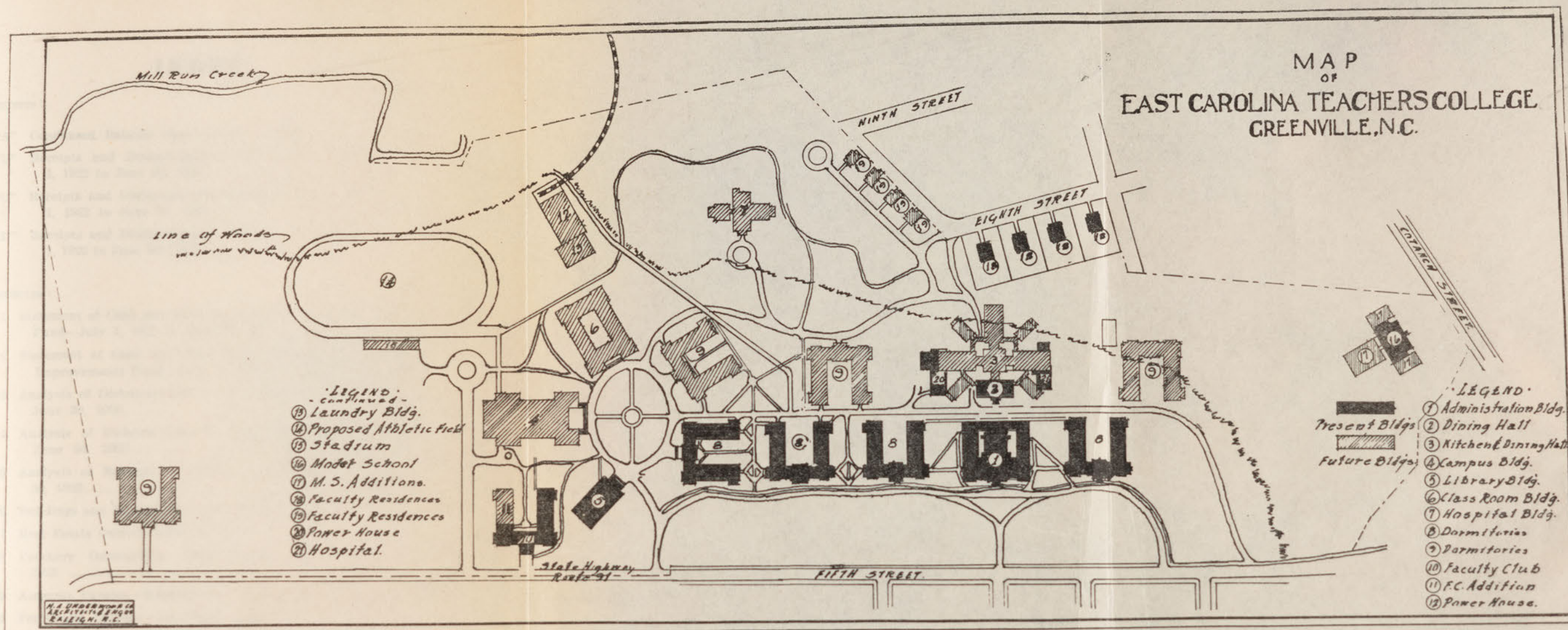
Accounts Payable, as shown by *Schedule 8*, represent actual accounts that were due on June 30, 1923, excepting items, Summer School Salaries, \$7,368.00, Laundry Machinery Co., \$4,226.03, and Repairing President's Residence, \$2,486.60. The salaries, machinery and work were all ordered by the Board of Trustees.

Schedule 9—"Statement of Per Capita Student Cost," was prepared from figures furnished by the Treasurer of the College, but not verified by us. We believe, however, these figures are approximately correct, not having a registration record to verify it.

We wish to express our appreciation of the courtesies extended and the hearty coöperation given us in our work by the officers of the institution.

Respectfully submitted,

A. M. PULLEN & Co.



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CONDENSED BALANCE SHEET

JUNE 30, 1923

EXHIBIT "A"

ASSETS	
SECTION 1—CURRENT ACCOUNTS	
Cash on hand & in banks (Exhibit "B").....	\$ 18,021.55
Deficit—current fund	2,323.12
	\$ 20,344.67
SECTION 2—CAPITAL ACCOUNTS	
Real estate owned (Schedule 7).....	100,000.00
Buildings (Schedule 6).....	872,617.00
Equipment (Schedule 6).....	201,134.00
Total capital assets.....	\$ 1,173,751.00
SECTION 3—PERMANENT IMPROVEMENTS FUNDS	
Building fund 1921—cash (Exhibit "C").....	7,865.38
Building fund 1923—cash (Exhibit "D").....	23,509.58
Total permanent improvements funds.....	\$ 31,374.94
SECTION 4—SUMMARY	
Total current assets (as above)	18,021.55
Total capital assets (as above)	1,173,751.00
Total permanent improvement fund (as above)	31,374.94
Deficit—current fund	2,323.12
	\$ 1,225,470.61
LIABILITIES	
SECTION 1—CURRENT ACCOUNTS	
Accounts payable (Schedule 9).....	\$ 20,344.67
	\$ 20,344.67
SECTION 2—CAPITAL ACCOUNTS	
Capital surplus (Unencumbered).....	1,173,751.00
	\$ 1,173,751.00
SECTION 3—PERMANENT IMPROVEMENTS FUNDS	
Building fund—surplus	31,374.94
	\$ 31,374.94
SECTION 4—SUMMARY	
Total current liabilities (as above)	20,344.67
Total capital surplus (as above)	1,173,751.00
Total building fund surplus (as above)	31,374.94
	\$ 1,225,470.61

STATEMENT OF
RECEIPTS AND DISBURSEMENTS—MAINTENANCE FUND

JULY 1, 1922 TO JUNE 30, 1923

EXHIBIT "B"

RECEIPTS			
July 1, 1922	Unexpended balance.....		\$ 11,214.95
July 1, 1922 to June 30, 1923	RECEIVED FROM STUDENTS & TEACHERS		
	Board, room & laundry.....	\$ 77,455.98	
	Registration fees.....	2,170.00	
	Piano tuition fees.....	2,961.25	
	Table board.....	1,062.00	
	Laundry direct receipts.....	238.50	
	Stationery sales.....	1,582.36	
	Text book sales.....	94.35	
	Teachers college quarterly.....	110.20	
	Hauling baggage.....	213.00	
	Pay student fees.....	545.00	
	Tuition fees.....	100.00	86,532.64
	State appropriation for maintenance.....		105,000.00
	FIRE DAMAGE ACCOUNT		
	Insurance commissioner.....	\$ 2,572.82	
	Sale of damaged property.....	152.75	2,725.57
	OTHER RECEIPTS		
	Miscellaneous sales.....	210.00	
	Miscellaneous receipts.....	127.00	
	Rebates.....	143.57	480.57
			\$ 205,953.73

DISBURSEMENTS			
July 1922	Payments per audited vouchers.....	\$15,964.63	
Aug. 1922	Payments per audited vouchers.....	17,491.39	
Sept. 1922	Payments per audited vouchers.....	10,295.47	
Oct. 1922	Payments per audited vouchers.....	13,317.39	
Nov. 1922	Payments per audited vouchers.....	19,236.91	
Dec. 1922	Payments per audited vouchers.....	15,154.35	
Jan. 1923	Payments per audited vouchers.....	16,022.13	
Feb. 1923	Payments per audited vouchers.....	15,573.95	
March 1923	Payments per audited vouchers.....	15,235.71	
April 1923	Payments per audited vouchers.....	16,485.38	
May 1923	Payments per audited vouchers.....	16,124.37	
June 1923	Payments per audited vouchers.....	17,030.50	
	Total (From schedule 4).....		\$187,932.18
July 1, 1923	UNEXPENDED BALANCE		
	National Bank of Greenville.....	\$ 5,448.03	
	Greenville Bkg. & Trust Co.....	5,500.00	
	Farmers Bank.....	4,100.00	
	Cash in cash drawer.....	2,973.52	
	Total (To exhibit "A").....		18,021.55
			\$ 205,953.73

STATEMENT OF
RECEIPTS AND DISBURSEMENTS—PERMANENT
IMPROVEMENTS

JULY 1, 1922 TO JUNE 30, 1923

EXHIBIT "C"

BUILDING FUND OF 1921

RECEIPTS			
June 30, 1922	Unexpended balance.....		\$ 2,427.90
RECEIVED FROM STATE TREASURER			
July 5, 1922	Building program.....	\$ 30,000.00	
Aug. 2, 1922	Building program.....	35,000.00	
Sept. 7, 1922	Building program.....	35,000.00	
Oct. 6, 1922	Furniture.....	5,000.00	
Oct. 26, 1922	Building program.....	30,000.00	
Nov. 9, 1922	Building program.....	30,000.00	
Dec. 8, 1922	Building program.....	30,000.00	
Apr. 28, 1923	Building program.....	9,631.35	
	Total amount received from State Treasurer.....		204,631.35
	Sale of building material.....		24.00
	Balance from old account "State Building Fund"		2,975.11
	Lanier literary society contributions.....		540.00
	Refund from building fund 1923.....		37.01
	Amount expended for building fund 1923 out of building fund 1921.....		6,373.72
			\$ 217,009.09
DISBURSEMENTS			
July 1, 1922 to June 30, 1923	Payments per audited vouchers.....		209,143.73
June 30, 1923	Unexpended balance per cash book.....	\$ 1,491.64	
June 30, 1923	Amount due from building fund 1923.....	6,373.72	
	Total amt. unexpended balance (To exhibit "A")		7,865.36
			\$ 217,009.09

STATEMENT OF
RECEIPTS AND DISBURSEMENTS

JULY 1, 1922 TO JUNE 30, 1923

EXHIBIT "D"

BUILDING FUND OF 1923			
RECEIPTS			
May 4, 1923	Received from State Treasurer	\$ 25,000.00	
June 4, 1923	Received from State Treasurer	25,000.00	
June 26, 1923	Received from State Treasurer	40,000.00	
	Total amount received from State Treasurer...		\$ 90,000.00
	Amount due building fund 1921		6,373.72
			\$ 83,626.28
DISBURSEMENTS			
May 4, 1923 to June 30, 1923	Payments per audited vouchers	\$ 60,116.70	
June 30, 1923	Unexpended balance cash book	\$29,883.30	
	Amount transferred to building fund	6,373.72	
	Unexpended balance (To exhibit "A")	23,509.58	
			\$ 83,626.28

STATEMENT OF
CASH AND BANK RECONCILIATIONS—MAINTENANCE
FUND

JULY 1, 1922 TO JUNE 30, 1923

SCHEDULE 1

UNEXPENDED BALANCE			
July 1, 1922	Cash in safe.....	\$5,907.56	
	In bank.....	5,307.39	
	Total.....		\$ 11,214.95
July 1, 1922 to June 30, 1923	Receipts.....	194,738.78	
	Total receipts & disbursements.....		\$ 205,953.73
	Disbursements.....		187,932.18
June 30, 1923	Unexpended balance.....		\$ 18,021.55
REPRESENTED BY			
June 30, 1923	Balance per National Bank of Greenville statement	\$ 13,868.27	
	Less outstanding check (Sch. 8).....	8,420.24	
			\$ 5,448.03
June 30, 1923	Balance per Greenville Banking & Trust Statement.....	\$5,500.00	
	Less outstanding checks none.....	5,500.00	
June 30, 1923	Balance per Farmers Bank Statement....	\$4,100.00	
	Less outstanding check none.....	4,100.00	
June 30, 1923	Cash in cash drawer.....	2,973.52	
	Total (To exhibit "B").....		\$ 18,021.55

STATEMENT OF
CASH AND BANK RECONCILIATION—PERMANENT
IMPROVEMENTS FUND

JUNE 30, 1923

SCHEDULE 2

BUILDING ACCOUNT 1921			
July 1, 1922	Unexpended balance.....	\$ 2,427.90	
July 1, 1922 to June 30, 1923	Total receipts.....	208,207.47	
	Total.....		\$210,635.37
	Amount transferred from building fund 1923—		
	Exhibit "B".....	6,373.72	\$ 217,009.09
	Disbursements.....		209,143.73
June 30, 1923	Unexpended balance (Exhibit "C").....		\$ 7,865.36
June 30, 1923	Balance as per bank statement.....	\$ 1,697.39	
	Less outstanding checks No. 118.....	205.75	
	Balance as shown by cash book.....		\$ 1,491.64
	Amount transferred from building fund 1923.....		6,373.72
			\$ 7,865.36
BUILDING FUND 1923			
May 4, 1923 to June 30, 1923	Total receipts.....	\$ 90,000.00	
	Amount due building fund 1923.....	6,373.72	
	Net receipts.....		\$ 83,626.28
	Disbursements.....		60,116.70
June 30, 1923	Unexpended balance (Exhibit "D").....		\$ 23,509.58
June 30, 1923	Bank balance per bank statement.....	\$ 44,915.25	
	Less outstanding check.....	\$15,031.85	
	Amt. transferred to bldg. fund 1921.....	6,373.72	21,405.67
			\$ 23,509.58

ANALYSIS OF DISBURSEMENTS BY FUNCTIONS—MAINTENANCE FUND

JULY 1, 1922 TO JUNE 30, 1923

SCHEDULE 3

OFFICE AND ADMINISTRATION		
Salaries—executives	\$ 8,500.00	
Salaries—clerks	3,722.50	
Stationery & office supplies	1,104.51	
Postage	689.88	
Telephone & telegraph	349.75	
Publicity	4,251.76	
Equipment	90.16	
Other expense	60.00	
		\$18,768.56
INSTRUCTION		
Salaries	\$ 50,238.83	
School supplies & equipment	871.00	
Text books	3,737.87	
Stationery & supplies	1,940.68	
Library maintenance	276.28	
Traveling expense—extension work	928.44	
Janitors	1,296.50	
		59,289.60
DORMITORIES		
Salaries	\$ 4,765.00	
Wages	9,113.31	
House furniture & furnishings	1,400.30	
Bedding & linen	331.36	
Dining room & kitchen ware	1,353.62	
Janitor's supplies	1,373.62	
Fuel—ranges & stoves	1,578.02	
Food supplies	34,285.14	
		54,200.37
ENGINEERING		
Salaries & wages	\$ 6,327.00	
Fuel—power plant	10,787.99	
Water	1,912.76	
Electric current	1,094.00	
Machine parts & maintenance	213.19	
Electrical supplies & maintenance	624.52	
Plumbing & steam fitting supplies	290.69	
Engine oils & supplies	231.28	
Refrigeration expense	1,267.20	
		22,748.63
FARM & GROUNDS		
Salaries & wages	\$ 5,790.18	
Fertilizers	407.97	
Seeds, plants and shrubs	126.04	
Live stock	500.00	
Machinery, implements & tools	138.00	
Feeds	399.76	
Repairs & maintenance	118.28	
		7,480.23

ANALYSIS OF
DISBURSEMENTS BY FUNCTIONS—MAINTENANCE FUND
(Continued)

FORWARDED		
LAUNDRY		
Salaries & wages.....	\$ 7,896.38	
Soap, starch & supplies.....	914.72	
Equipment & repairs.....	136.19	
		\$ 8,947.29
INFIRMARY		
Salaries & wages.....	\$ 2,159.82	
Drugs & medicine supplies.....	119.50	
Equipment.....	281.50	
Diet & other expense.....	340.11	
		2,900.93
SUNDRY		
Special fees & wages.....	\$ 1,842.50	
Traveling & trustees expense.....	1,009.16	
Amusements & gifts.....	1,552.55	
Automobiles.....	665.00	
Automobiles—maintenance.....	1,167.39	
General repairs—labor.....	594.31	
General repairs—material.....	777.47	
Refund to students.....	726.41	
		8,334.79
Fire damage account.....		2,096.29
Contract work—sidewalk.....		190.38
Building fund.....		2,975.11
Grand total (To exhibit "B").....		\$187,932.18

ANALYSIS OF DISBURSEMENTS BY MONTHS—MAINTENANCE FUND

JULY 1, 1922 TO JUNE 30, 1923

SCHEDULE 4

ACCOUNT	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	TOTAL
OFFICE & ADMINISTRATION													
Salaries—Offices.....	\$ 916.67	\$ 916.66	\$ 666.67	\$ 666.67	\$ 666.66	\$ 666.67	\$ 666.67	\$ 666.66	\$ 666.67	\$ 666.67	\$ 666.67	\$ 666.67	\$ 8,500.00
Salaries—clerks.....	367.50	305.00	305.00	305.00	305.00	305.00	305.00	305.00	305.00	305.00	305.00	305.00	3,722.50
Stationery & office supplies.....	25.00	382.18	19.61	75.03	35.46	13.94	88.53	58.21	5.13	94.70	132.50	174.22	1,104.51
Postage.....	41.00	10.00	10.00	20.00	12.00	16.00	21.22	175.22	72.00	177.44	85.00	50.00	689.88
Telephone & telegraph.....	37.15	24.95	21.23	27.03	36.89	20.75	30.36	27.74	33.79	38.75	25.06	26.05	349.75
Publicity.....	2,151.27				3.00		20.40	687.55	520.00	75.32	481.39	312.83	4,251.76
Other expense.....			60.00				90.16						60.00
Equipment.....													90.16
Total.....	\$1,387.32	\$3,790.06	\$1,082.51	\$1,093.73	\$1,059.01	\$1,022.36	\$1,222.34	\$1,920.38	\$1,602.59	\$1,357.88	\$1,695.61	\$1,534.77	\$18,768.56
INSTRUCTION													
Salaries.....	\$6,708.33	\$6,408.34	\$3,670.83	\$3,687.40	\$3,679.18	\$3,670.16	\$3,679.16	\$3,689.08	\$3,679.16	\$3,554.16	\$3,974.18	\$3,829.16	\$50,238.83
School supplies & equipment.....	7.44	92.43	1.29	6.10	24.83	243.33	137.64	9.56	42.35	24.88	18.34	262.81	871.00
Text books.....	40.22	437.29		7.61	690.73	75.72	92.72	330.48	169.84	1,024.96	220.95	647.35	3,737.87
Stationery & supplies.....	298.12	347.80		26.29	210.13	118.73	44.33	16.77	164.23	448.87	111.52	153.89	1,940.68
Library maintenance.....				3.00	175.25	7.55	2.50		1.00		2.00	84.98	276.28
Traveling exp. ext. work.....				99.92	89.64	200.32		98.32	102.40	166.45	171.39		928.44
Janitors.....	120.00	109.00	147.50	96.00	96.00	101.00	99.00	96.00	120.00	96.00	96.00	120.00	1,296.50
Total.....	\$7,174.11	\$7,394.86	\$3,819.63	\$3,926.41	\$4,965.76	\$4,425.81	\$4,055.35	\$4,240.81	\$4,278.98	\$5,315.32	\$4,594.38	\$5,098.19	\$59,289.60

DORMITORIES

[illegible]

ENGINEERING

[illegible]

FARMS & GROUNDS

ARMS & GROUNDS													
Salaries & wages-----	\$ 567.25	\$ 457.55	\$ 545.46	\$ 440.75	\$ 444.50	\$ 477.75	\$ 432.70	\$ 427.25	\$ 515.70	\$ 443.00	\$ 453.55	\$ 584.72	\$ 5,790.18
Fertilizers-----		82.65	6.00	38.12	11.70	-----	1.50	139.62	7.50	33.88	87.00	-----	407.97
Seeds, plants, shrubs-----	7.20	5.58	9.25	6.90	9.19	-----	-----	51.47	-----	31.45	5.00	-----	126.04

ANALYSIS OF DISBURSEMENTS BY MONTHS—MAINTENANCE FUND—Continued

ACCOUNT	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	TOTAL
FORWARDED													
Live stock.....										\$ 500.00			\$ 500.00
Machinery, implements & tools.....										14.60	\$ 12.15		138.00
Feed.....	\$ 81.50	\$ 12.50	\$ 2.00					\$ 15.25		68.07	24.38	10.50	399.76
Repairs & maintenance.....	\$ 18.00	8.95	16.85	33.55	19.50	49.45	50.10	61.82	38.59				
Other expense.....	2.98	42.00	2.00	6.00	5.50	20.25	18.25	4.00	1.00	4.00	4.00	8.30	118.28
Total.....	\$ 595.43	\$ 678.23	\$ 592.06	\$ 527.32	\$ 490.39	\$ 547.45	\$ 502.55	\$ 699.41	\$ 562.79	\$ 1,095.00	\$ 586.08	\$ 603.52	\$ 7,480.23
LAUNDRY													
Salaries & wages.....	\$1,098.47	\$ 308.42	\$ 70.00	\$ 787.39	\$ 730.00	\$ 601.00	\$ 552.10	\$ 648.20	\$ 859.60	\$ 733.60	\$ 801.50	\$ 706.10	\$ 7,896.38
Soap, starch & supplies.....	16.40	13.94		143.02	7.51	9.05	30.92	401.02	291.56		1.30		914.72
Equipment.....								99.13	1.06	36.00			136.19
Other expense.....													
Total.....	\$1,114.87	\$ 322.36	\$ 70.00	\$ 930.41	\$ 737.51	\$ 610.05	\$ 583.02	\$ 1,148.35	\$ 1,152.22	\$ 769.60	\$ 802.80	\$ 706.10	\$ 8,947.29
INFIRMARY													
Salaries & wages.....	\$ 227.50	\$ 208.50	\$ 147.00	\$ 160.00	\$ 160.00	\$ 270.16	\$ 159.01	\$ 180.00	\$ 164.00	\$ 158.80	\$ 160.00	\$ 164.85	\$ 2,159.82
Drugs & medicine.....	4.80			17.75			51.35			22.80		22.80	119.50
Equipment.....					281.50								281.50
Diet & other expenses.....	22.39	4.20	7.80	4.50	8.69	110.58	2.00	46.33	26.10	22.06	50.72	34.74	340.11
Total.....	\$ 254.69	\$ 212.70	\$ 154.80	\$ 182.25	\$ 450.19	\$ 380.74	\$ 212.36	\$ 226.33	\$ 190.10	\$ 203.66	\$ 210.72	\$ 222.39	\$ 2,900.93

SUNDRY & GENERAL													
Sundry fees & wages.....	\$ 180.00	\$ 194.25	\$ 154.91	\$ 130.00	\$ 172.00	\$ 130.00	\$ 172.50	\$ 140.00	\$ 130.00	\$ 130.00	\$ 161.25	\$ 147.59	\$ 1,842.50
Traveling & trust. exp.....	20.75	183.78					41.69	70.87	44.47	183.72	253.54	54.72	1,009.16
Amusement & gifts.....	117.03	56.50	.89	35.85	18.05				473.71	260.26	58.65	531.61	1,552.55
Automobiles.....											665.00		695.00
Auto maintenance.....	108.62	70.35	105.96	31.07	92.11	45.73	133.80	39.25	277.55	51.35	99.70	111.90	1,167.39
General repairs (labor).....			47.50	1.00	269.70		130.32				145.79		594.31
General repairs (material).....	32.26	18.90	226.80	1.25	244.12	15.35	34.00	64.69	52.65	53.90	21.65	11.90	777.47
Refund to students.....	45.00			156.38	110.40	30.00	85.00	25.00	61.25	34.03	10.00	169.75	726.41
Total.....	\$ 503.66	\$ 523.78	\$ 536.06	\$ 355.55	\$ 905.98	\$ 376.70	\$ 597.31	\$ 339.81	\$ 1,039.63	\$ 713.26	\$ 1,415.58	\$ 1,027.47	\$ 8,334.79
Fire damage.....		\$ 5.04	\$ 1,405.41	\$ 264.64	\$ 403.70		\$ 17.50						\$ 2,096.29
PERMANENT IMPROVEMENTS													
Contract work.....		\$ 190.38											\$ 190.38
Building fund.....					\$ 2,975.11								\$ 2,975.11
Totals (To exhibit "B").....	\$15,964.63	\$17,491.39	\$10,295.47	\$13,317.39	\$19,236.91	\$15,154.35	\$16,022.13	\$15,573.95	\$15,235.71	\$16,485.38	\$16,124.37	\$17,030.50	\$187,932.18

ANALYSIS OF RECEIPTS BY MONTHS—MAINTENANCE FUND

JULY 1, 1922 TO JUNE 30, 1923

SCHEDULE 5

ACCOUNT	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	TOTAL
STUDENTS & TEACHERS													
Board, room & laundry	\$ 3,417.88	50.00	\$15,547.34	\$ 4,236.91	\$ 386.01	\$ 110.00	\$18,629.38	\$ 1,586.94	\$15,104.02	\$ 2,774.94	\$ 1,280.06	\$14,332.50	\$ 77,455.98
Registration fees	70.00	10.00										2,090.00	2,170.00
Piano tuition fees	43.75		740.00	180.00		20.00	860.00	20.00	750.00	20.00	60.00	267.50	2,961.25
Table board	259.00	224.00		8.00		155.00	12.00	155.00	3.00	206.00	10.00	30.00	1,062.00
Laundry—direct Rec.	22.50			22.50	22.50	17.50	17.50	20.00	20.00	30.50	32.50	33.00	238.50
Stationery sales	236.00	78.85	68.00	269.50	118.00	135.21	92.00	46.00	113.00	125.15	97.00	203.65	1,582.36
Text book sales		58.40			23.70				10.00			2.25	94.35
College quarterly	110.20												110.20
Hauling baggage		46.50	46.00				56.00			4.50		60.00	213.00
Day student fees	10.00	10.00	205.00	45.00			145.00		30.00	85.00	15.00		545.00
Tuition fees			20.00				40.00		40.00				100.00
Total (To exhibit "B")	\$ 4,169.33	\$ 477.75	\$16,626.34	\$ 4,761.91	\$ 550.21	\$ 437.71	\$19,851.88	\$1,827.94	\$16,070.02	\$ 3,246.09	\$ 1,494.56	\$17,018.90	\$ 86,532.64
State appropriation for maintenance	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00	\$ 105,000.00
Miscellaneous sales		\$ 25.00			\$ 2.00	.50			\$ 2.00	\$ 4.10	\$ 165.50	\$ 10.90	\$ 210.00

[illegible]

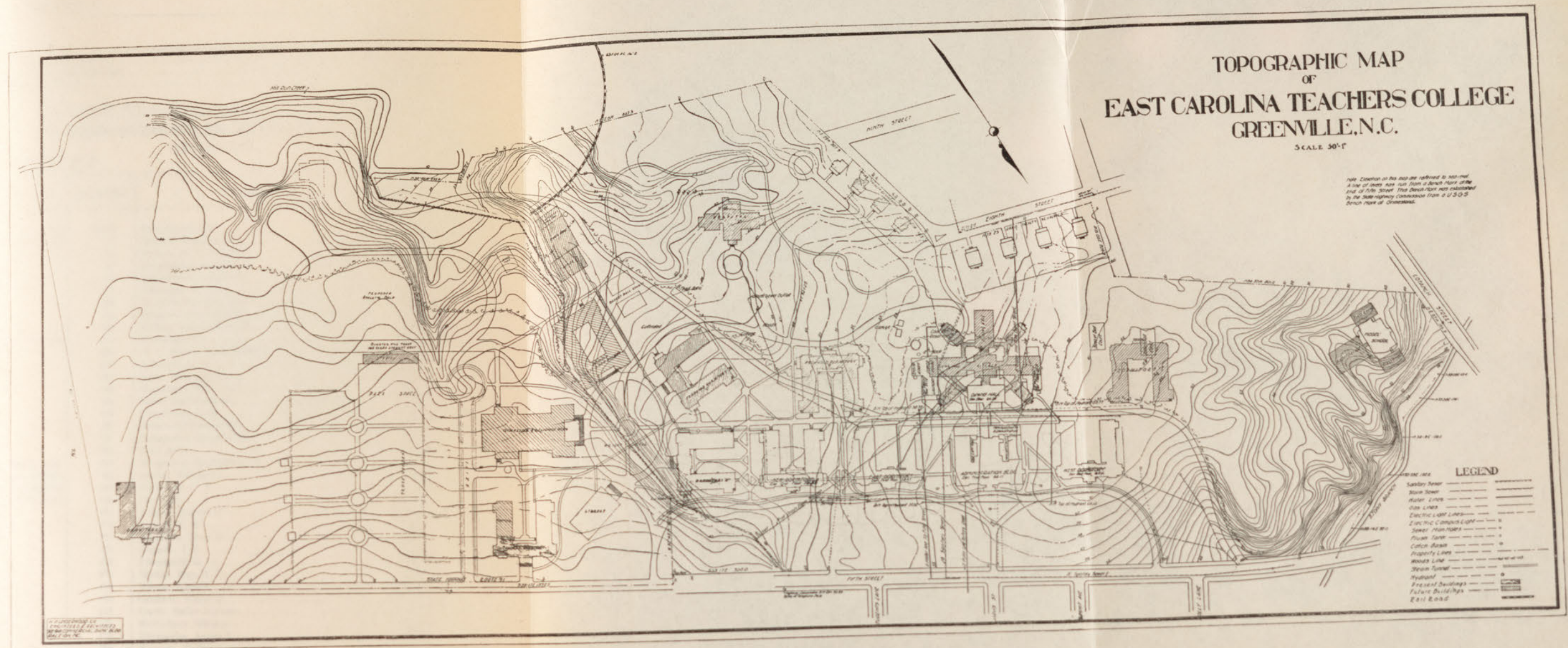
BUILDINGS AND EQUIPMENT

(Values here expressed are as shown in Insurance Summary as of 1921 with additions to June 30, 1923.)

SCHEDULE 6

NAME OF BUILDING	FACILITIES	BUILD- INGS	BUILD- ING ADDI- TIONS	TOTAL BUILD- ING	EQUIP- MENT	EQUIP- MENT ADDI- TIONS	TOTAL EQUIP- MENT	TOTAL BUILD- ING & EQUIP- MENT
Administration building.....	Executive office, auditorium and class room.....	\$180,000.00	\$102,550.00	\$282,550.00	\$28,500.00	\$1,828.00	\$30,328.00	\$312,878.00
West dormitory.....	Dormitory.....	112,500.00	-----	112,500.00	22,500.00	-----	22,500.00	135,000.00
East dormitory.....	Dormitory.....	175,000.00	-----	175,000.00	18,500.00	-----	18,500.00	193,500.00
Refectory building.....	Dining room and kitchen.....	75,000.00	-----	75,000.00	22,500.00	-----	22,500.00	97,500.00
Infirmary building.....	Infirmary.....	22,500.00	-----	22,500.00	7,500.00	-----	7,500.00	30,000.00
Power house.....	Heating plant.....	37,500.00	-----	37,500.00	60,000.00	30,000.00	90,000.00	127,500.00
President's house.....	Residence.....	18,700.00	-----	18,700.00	-----	-----	-----	18,700.00
Dormitory A.....	Dormitory.....	-----	94,367.00	94,367.00	-----	5,306.00	5,306.00	99,673.00
Out houses.....	Garage, potato house.....	-----	2,000.00	2,000.00	-----	-----	-----	2,000.00
Model school building.....	Class rooms.....	52,500.00	-----	52,500.00	4,500.00	-----	4,500.00	57,000.00
Totals (To exhibit "A").....		\$673,700.00	\$198,917.00	\$872,617.00	\$164,000.00	\$37,134.00	\$201,134.00	\$1,073,751.00

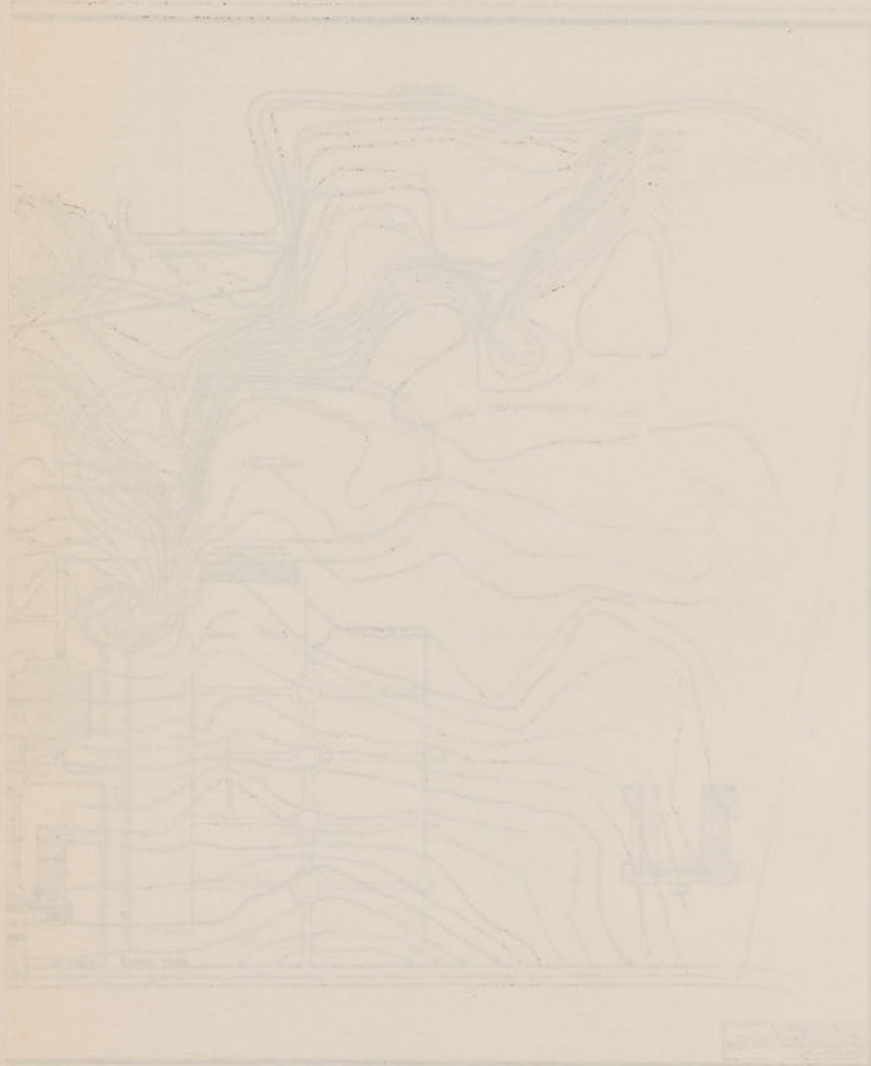
*Cost price

REAL ESTATE OWNED
(Not including buildings)

[P5491]

TOTAL BUILD- ING & EQUIP- MENT

312,878.00
135,000.00
193,500.00
97,500.00
30,000.00
127,500.00
18,700.00
99,673.00
2,000.00
57,000.00
073,751.00



REAL ESTATE OWNED

(Not including buildings)

JUNE 30, 1923

(Valuation by College Authorities)

SCHEDULE 7

	AMOUNT
Original school site.....	\$ 43,000.00
President's residential lot	3,000.00
Harrington land.....	54,000.00
Total (To exhibit "A").....	\$ 100,000.00

VOUCHERS OUTSTANDING—MAINTENANCE FUND

JUNE 30, 1923

SCHEDULE 8

DATE	NUMBER	PAYEE	AMOUNT
April 12, 1923	16318	Fleischman Co.....	\$ 4.50
June 23, 1923	87	Bynum Printing Co.....	15.31
"	91	Brown, W. H. Coal Co.....	459.94
"	97	Amalgamated Brush Co.....	23.20
"	104	Public School Pub. Co.....	25.83
"	111	Flanagan, A. Co.....	14.68
"	123	Renfrew Printing Co.....	72.00
"	129	Practical Drawing Co.....	10.89
"	135	McKay Washington Co.....	4.50
June 25, 1923	149	MacMillan Co.....	202.11
"	150	N. C. School Book Deposit.....	63.66
"	151	Birchard, C. C.....	27.00
"	152	Scott Foresman Co.....	18.48
"	153	Houghton Mifflin Co.....	23.95
"	154	Silver Burdett & Co.....	56.00
"	158	Congleton, L. G.....	1.00
"	160	Richmond Broom Co.....	57.73
"	161	Longmans, Green & Co.....	20.88
"	162	Ginn & Co.....	105.30
June 27, 1923	164	Baughman Stationery Co.....	118.93
June 28, 1923	165	Ashley, Frank L.....	100.00
June 29, 1923	166	Hardison, C. R.....	42.66
June 30, 1923	168	Pay Roll.....	549.25
"	169	Wright, Robert H.....	416.67
"	170	Austin, H. E.....	300.00
"	171	Meadows, Leon R.....	300.00
"	172	Leggett, J. L.....	300.00
"	173	Fitzgerald, R. G.....	50.00
"	174	Muffy, May R. B.....	150.00
"	175	Wilson, Alice V.....	150.00
"	176	Graham, Maria D.....	137.50
"	177	Davis, Sallie Joyner.....	137.50
"	178	McFadyen, Miriam.....	133.33
"	179	Whitesides, Agnes L.....	133.33
"	180	Maupin, Nellie.....	131.25
"	181	McKinney, Birdie.....	131.25

VOUCHERS OUTSTANDING—MAINTENANCE FUND
(Continued)

DATE	NUMBER	PAYEE	AMOUNT
		FORWARDED	
June 30, 1923	182	Lewis, Kate W.....	\$ 125.00
"	183	Vaughan, Carrie Belle.....	125.00
"	184	Reaves, Leone.....	125.00
"	185	Bertolet, Mary G.....	125.00
"	186	Garrett, Lois V.....	125.00
"	187	Burton, Mary Louise.....	125.00
"	188	McClelland, Fannie.....	125.00
"	189	Wyman, Nellie.....	125.00
"	190	Goggin, Louise.....	125.00
"	191	Scoville, Magnolia.....	125.00
"	192	Scoville, Hallie.....	125.00
"	193	Sharpe, Mary.....	125.00
"	194	Cates, Dora.....	125.00
"	195	Beckwith, Mrs. Kate W.....	115.00
"	196	Moore, Arley V.....	70.00
"	197	Laughinghouse, Chas.....	70.00
June 30, 1923	198	Beaman, Mittie R.....	70.00
"	199	Rors, Ola S.....	130.00
"	200	Harding, M. Bessie.....	125.00
"	201	Spehman, Mrs. Johnetta W.....	50.00
"	202	Spilman, J. B.....	250.00
"	203	Jeter, Mrs. Nannie F.....	100.00
"	204	Harrell, Mrs. A. A.....	50.00
"	205	Holmes, O. C.....	200.00
"	206	Holmes, Wade.....	140.00
"	207	Formes, A. C.....	145.00
"	208	Haskins, Mrs. F. A.....	70.00
"	209	Williams, J. L.....	130.00
"	210	Petty Cash.....	591.65
		Total (To schedule 1)	\$ 8,420.24

ACCOUNTS PAYABLE—MAINTENANCE FUND

JUNE 30, 1923

SCHEDULE 9

NAME	AMOUNT
United Paper Co.....	\$ 102.90
Taft & Vandyke.....	4.50
Speight & Company.....	52.25
Water & Light Company.....	166.27
Ray Wayne.....	135.00
Garris-Evans Lumber Company.....	10.33
James B. Clow & Son.....	9.49
Jonathan Hayden.....	9.40
Pillsbury Flour Mills.....	96.55
Edwards & Broughton Printing Company.....	1,392.40
Department of Labor & Printing.....	113.26
Norfolk Stationery Company.....	7.85
Everett Waddy Company.....	12.00
Rouse Printery.....	41.00
S. G. Wilkerson Undertaking & Music Co.....	10.50
Foft Bros. Furniture Company.....	48.00
Hall & Savage.....	1.40
Blount Harvey Company.....	53.62
Victor V. Clad.....	52.00
American Disinfecting Company.....	122.05
W. H. Brown Coal Company.....	793.12
McKell Richardson Hardware Company.....	50.80
L. G. Congleton.....	2.30
H. L. Hodges & Company.....	51.47
Chas. O. H. Horne.....	15.60
Williams & Walker.....	5.53
C. B. Whichard.....	9.05
A. B. Ellington.....	10.00
Brunson Accessory Company.....	8.50
Sugg Motor Company.....	15.45
John Flanagan Buggy Company.....	12.50
J. B. Jones, Receiver.....	87.50
National Biscuit Company.....	146.43
S. T. Hicks Company.....	26.40
Pitt County Board of Education.....	480.00
E. O. Wright & Company.....	182.48
Fleischman & Company.....	3.50
Thompson Electrical Company.....	48.50
American Book Company.....	45.94
Laundry Machinery Company.....	4,226.03
Forbes & Baker.....	47.60
Hart & Hadley.....	5.95
Western Union Telegraph Company.....	10.63
H. S. Storr Company.....	7.75
Allyn & Bacon.....	18.48
Abbott Educational Company.....	6.59
Prang Company.....	32.26
Williams & Waldrop.....	57.86
Beatrice Creamery Company.....	81.00
Grandy Bros.....	149.50
Neale Bros.....	103.50

ACCOUNTS PAYABLE—MAINTENANCE FUND—(Continued)

FORWARDED

NAME	AMOUNT
Greenville Supply Company.....	\$ 28.50
Greenville Market Company.....	49.78
Kingan & Company.....	152.50
Dunn & Thompson.....	602.24
Seeman Bros.....	189.10
Smith Electric Company.....	11.25
Smith Electric Company.....	2.40
Noland & Company.....	19.36
A. C. L. Freight on Laundry.....	151.20
L. G. Congleton.....	100.00
Summer School Salaries Unpaid...	7,368.75
Bills for repairs to President's residence.....	2,486.60
Total (To exhibit "A").....	\$ 20,344.67

STATEMENT OF PER CAPITA STUDENT COST

FOR FISCAL YEAR ENDING JUNE 30, 1923

SCHEDULE 10

These cost figures are compiled on the basis of the number of student days in the Summer School and Regular School terms, as follows:

July 1st. to Aug. 5, 1922	36 days x 285.5 Students and Teachers	10,278 Days
Sept. 1922 to June 1923	252 days x 365.5 Students and Teachers	92,106 Days
June 11th to June 30, 1923	20 days x 372.9 Students and Teachers	7,458 Days
Total number of student days during year ending 6-30-23		109,842 Days

SUBSISTENCE EXPENSE

Food supplies.....	\$ 34,285.14	
Farm operations.....	7,480.22	
Total.....	\$41,765.37	
Cost per student day.....		\$.3802
Dormitory expense.....	19,915.23	
Cost per student day.....		.1813
Laundry expense.....	8,947.29	
Cost per student day.....		.0815
Infirmary expense.....	2,900.93	
Cost per student day.....		.0264
Total cost per student day.....		.6694
Total cost per student for summer school term.....		\$ 37.48
Total cost per student for regular school term.....		\$168.69

REPORT ON AUDIT

YEAR ENDED JUNE 30, 1924

AUGUST 21, 1924.

HON. BAXTER DURHAM,
State Auditor,
Raleigh, N. C.

Dear Sir:

As directed, we have audited the accounts of the *East Carolina Teachers College* at Greenville, N. C., for the year ended June 30, 1924, and herewith submit our report consisting of three Exhibits and three Schedules, subject to the explanatory comment.

Respectfully,

GOODNO & STEELE,
Per CHAS. N. GOODNO.

COMMENT

General: We found in use an excellent system of accounting for receipts and disbursements, dating from the inception of the institution. This was well kept and the information readily available. Due to causes beyond the control of the officers, book records of property have not been kept.

Verifications: All the usual verifications have been made by us.

Balance Sheets: No Balance Sheets were available nor have any been prepared by us. The books being kept upon the basis of Receipts and Disbursements, we believe that the statements embodied in this report present more valuable information than fabricated balance sheets.

Inventories: Inventories of current supplies have not been made. From our investigation, we are satisfied that only normal quantities were on hand with the exception of power plant coal. A considerable quantity of coal was on hand.

Accounts Receivable: Effective collection of students' accounts left only a negligible amount due at the close of the year.

Accounts Payable: Only the current monthly bills were unpaid at the close of the year. Practically all of these were paid during the month of July. Due to the method of account-

ing, we believe that a more nearly correct showing of costs is had by ignoring these accruals at the beginning and close of the year.

Other Liabilities: Inquiry fails to disclose any other liabilities, actual or contingent.

Vouchers: Satisfactory vouchers for all disbursements are on file and were examined by us.

Properties: As noted in the foregoing, book records of land, buildings and equipment are not available. Other records show the following tracts of land:

Original School Site.....	\$ 43,000.00
President's Residence Lot.....	3,000.00
Harrington Land.....	54,000.00
Spur Track Land.....	4,605.50
	<hr/>
	\$104,605.50

The latter two tracts were acquired during the year covered by this report.

The best available record of buildings and equipment seems to be the Insurance Schedule prepared under the direction of the Insurance Commissioner which shows a total of \$1,631,200. The Commissioner advises us that this does not include structures regarded as fire-proof and that a complete survey of this property is now being made which, when completed, will show the fair value of the entire plant.

New Construction: Under a contract with the J. E. Beaman Construction Company, the erection of new buildings has been undertaken by the construction company under an arrangement whereby the funds are turned over to it, under proper safeguards, to be expended by it and accounted for upon the completion of the work. It is our information that the amount involved is about one million dollars, also that the accounts of the construction company were audited about the first of the calendar year. The construction is now about complete. We have not made any examination of this, further than to verify the amounts paid to the J. E. Beaman Construction Company as shown in Exhibit "C."

Standardized Accounting System: We have reclassified the expenditures for the year under review in accordance with the budget and accounting classification promulgated by the State Auditor, and have installed the necessary books and forms for

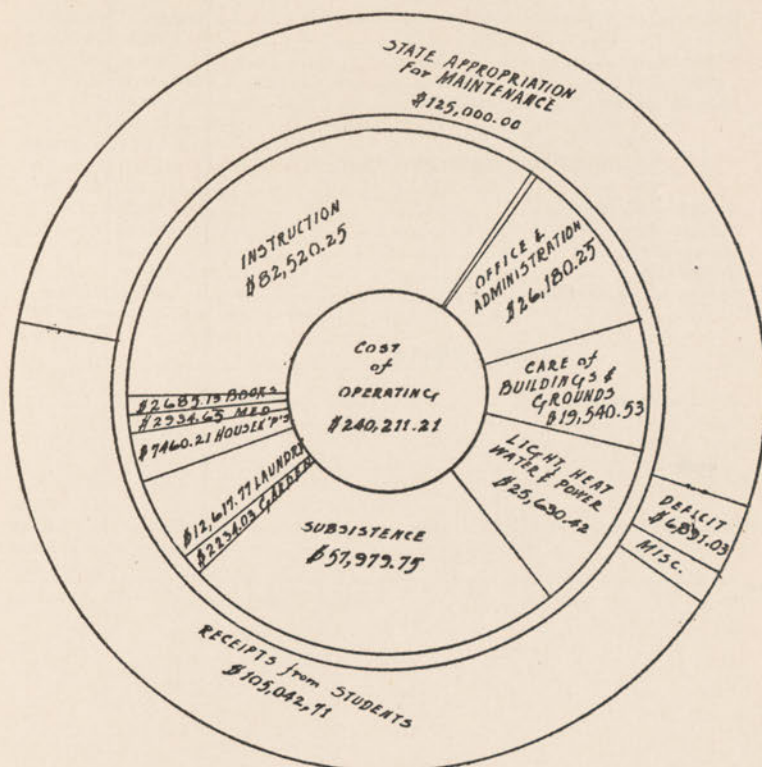
the continuation of this system from July 1, 1924. The statements embodied in this report follow the prescribed classification.

Recommendations: We would recommend that, as soon as available, the values of buildings and equipment as determined by the survey of the Insurance Department, also the new construction under the contract with the J. E. Beaman Construction Company, be placed upon the books together with the land values and that provision be made for recording further additions of property.

In conclusion, we wish to acknowledge the cordial coöperation extended by the president and treasurer and their valuable assistance to us.

RECEIPTS AND DISBURSEMENTS

YEAR ENDED JUNE 30, 1924



NOTE: Above includes Summer School as well as regular session, a total of 44 weeks.

Unmarked division between "Instruction" and "Office" is "Recreation, \$428.26."

RECEIPTS AND DISBURSEMENTS—MAINTENANCE FUND

YEAR ENDED JUNE 30, 1924

EXHIBIT "A"

Cash on hand and in banks July 1, 1923.....		\$ 18,021.55
RECEIPTS		
From students & teachers—Board, room and laundry.....	\$100,000.41	
Piano tuition.....	3,470.00	
Day students.....	1,085.00	
Tuition.....	360.00	
Hauling baggage.....	127.30	
		105,042.71
OTHER OPERATING RECEIPTS		
Table board (guests).....	\$ 944.00	
Extra laundry.....	562.50	
House rent.....	765.00	
Garage rent.....	16.00	
Stationery supplies (net).....	452.90	
		2,740.40
MISCELLANEOUS		
Text book sales.....	\$ 76.95	
Sundry sales.....	210.40	
Sundry receipts.....	86.75	
Rebates & refunds.....	162.97	
		537.07
State appropriation for maintenance.....		125,000.00
		\$ 251,341.73

RECEIPTS AND DISBURSEMENTS—MAINTENANCE FUND
(Continued)

DISBURSEMENTS—SCHEDULE 2		
Office & administration.....	\$ 26,180.23	
Subsistence.....	57,979.75	
Housekeeping.....	7,460.21	
Laundrying.....	12,617.77	
Medical & surgical care.....	1,499.08	
Nursing & attendance.....	1,435.55	
Light, heat, power & water.....	25,630.42	
Care of property.....	19,540.53	
Instruction.....	82,520.23	
Text books.....	2,685.13	
Recreation.....	428.26	
Agriculture.....	2,234.05	
		\$ 240,211.21
Fire damage.....		54.20
*Balance, cash on hand and in banks, June 30, 1924.....		11,076.32
		\$ 251,341.73

*CASH ON HAND AND IN BANKS		
Greenville Banking & Trust Co.....	\$ 5,100.00	
Farmers Bank.....	200.00	
National Bank of Greenville.....	1,283.18	
Cash & cash items in office.....	4,493.14	
		\$ 11,076.32

RECEIPTS AND DISBURSEMENTS—1921 BUILDING FUND
YEAR ENDED JUNE 30, 1924

EXHIBIT "B"

Cash in bank, July 1, 1923.....		\$ 7,865.36
RECEIPTS—None		
DISBURSEMENTS		
Office equipment.....	\$ 1,620.13	
Class room equipment.....	3,410.68	
Pianos.....	1,497.72	
Library equipment.....	186.25	
Gymnasium equipment.....	66.37	
Moving picture machine.....	582.64	
Auditorium equipment.....	501.57	
		\$ 7,865.36

RECEIPTS AND DISBURSEMENTS—1923 BUILDING FUND
YEAR ENDED JUNE 30, 1924

EXHIBIT "C"

Cash in bank, July 1, 1923.....		\$ 23,509.58
RECEIPTS		
From 1921 building fund.....		6,373.72
From State appropriation.....		855,000.00
DISBURSEMENTS		\$ 884,883.30
*Advances to J. E. Beaman Construction Company for New		
Buildings.....	\$767,000.00	
Harrington land.....	50,001.50	
Spur track land.....	4,606.75	
Buildings.....	21,030.65	
Equipment.....	25,123.78	
Trustees' expenses.....	215.92	
Advertising for bids.....	29.61	
Crop damage claim.....	75.00	
Auditing.....	294.11	868,376.72
Balance in bank, June 30, 1924, (National Bank of Greenville)....		\$ 16,506.58

*To be accounted for upon completion of construction.

SUMMARY OF EXPENDITURES (With Percentages)

YEAR ENDED JUNE 30, 1924

SCHEDULE 1

	Office & Admin- istration	Sub- sistence	House- keeping	Launder- ing	Medical Care	Nursing & Attend- ance	Light, Heat, Water & Power	Care of Prop- erty	Instruc- tion	Recrea- tion	Agricul- ture	Total
Salaries & wages.....	\$14,968.80	\$10,534.10	\$4,680.40	\$7,756.40	\$900.00	\$1,435.55	\$7,038.60	\$13,459.49	\$76,209.76	\$	\$1,092.00	\$138,075.10
% Total expenditure.....	6.23	4.38	1.95	3.23	.40	.60	2.93	5.60	31.70	—	.46	57.48
% Function cost.....	57.21	18.16	62.70	61.50	60.03	100.00	27.42	68.90	89.44	—	48.89	—
% Object cost.....	10.84	7.62	3.39	5.62	.65	1.04	5.09	9.75	55.21	—	.79	100.00
% State appropriation*.....	11.52	—	—	—	—	—	2.71	10.36	58.60	—	—	83.19
Supplies.....	\$384.35	\$45,952.14	\$1,385.71	\$345.03	\$489.56	\$	\$15,714.70	\$6,081.04	\$499.07	\$	\$878.10	\$71,730.30
% Total expenditure.....	.16	19.13	.57	.16	.20	—	6.54	2.53	.21	—	.36	29.86
% Function cost.....	1.42	79.27	18.60	2.74	32.66	—	61.30	31.10	.59	—	39.30	—
% Object cost.....	.54	64.08	1.93	.48	.68	—	21.90	8.48	.69	—	1.22	100.00
% State appropriation*.....	.30	—	—	—	—	—	6.04	4.68	.48	—	—	11.50
Expenses.....	\$7,757.08	\$	\$	\$	\$	\$	\$2,877.12	\$	\$758.12	\$428.26	\$178.30	\$11,998.88
% Total expenditure.....	3.23	—	—	—	—	—	1.20	—	.32	.17	.07	4.99
% Function cost.....	29.63	—	—	—	—	—	11.24	—	.80	100.00	7.99	—
% Object cost.....	64.55	—	—	—	—	—	23.99	—	6.32	3.57	1.57	100.00
% State appropriation*.....	5.97	—	—	—	—	—	1.11	—	.58	.33	—	7.99

SUMMARY OF EXPENDITURES—(Continued)

FORWARDED	Office & Admin- istration	Sub- sistence	House- keeping	Laund- ering	Medical Care	Nursing & Attend- ance	Light, Heat, Water & Power	Care of Prop- erty	Instruc- tion	Recrea- tion	Agricul- ture	Total
Equipment	\$ 3,070.00	\$ 1,403.51	\$ 1,394.10	\$ 4,515.74	\$ 109.52				\$ 7,738.41		\$ 85.65	\$ 18,406.93
% Total expenditure.....	1.28	.62	.58	1.88	.05				3.22		.04	7.67
% Function cost.....	11.74	2.57	18.70	35.76	7.31				9.08		3.82	
% Object cost.....	16.68	8.11	7.58	24.57	.59				42.00		.47	100.00
% State appropriation*.....	2.36								3.96			6.32
Totals.....	\$26,180.23	\$57,979.75	\$ 7,460.21	\$12,617.77	\$ 1,499.08	\$ 1,435.55	\$25,630.42	\$19,540.53	\$35,205.36	\$ 428.26	\$ 2,234.05	240,211.21
% Total expenditure.....	10.90	24.13	3.10	5.27	.65	.60	10.67	8.13	35.45	.17	.93	100.00
% Function cost.....	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
% Object cost.....												
% State appropriation*.....	20.15						9.86	15.04	63.62	.33		109.00

*State appropriation ----- \$125,000.00
 Tuition paid by students, viz.:
 Piano ----- 3,470.00
 Academic (day students and those who do not agree
 to teach) ----- 1,445.00
 Total distributed as State appropriation ----- \$129,915.00

NOTE: Light, heat, water and power charged one-half against
 State appropriation and one-half against students.
 Text books, \$2,685.13, included in instruction-equipment, de-
 ducted from total of \$85,205.36 and remainder charged against State
 appropriation.

DETAILS OF EXPENDITURES

YEAR ENDED JUNE 30, 1924

SCHEDULE 2

	Office & Admin- istration	Sub- sistence	House- keeping	Laund- ering	Medical Care	Nursing & Attend- ance	Light, Heat, Water & Power	Care of Prop- erty	Instruc- tion	Recrea- tion	Agricul- ture	Total
1101 Executive salaries.....	\$10,525.00								\$71,342.09			\$10,525.00
1102 Professional salaries.....					900.00	134.00			2,967.67			72,376.09
1103 Clerical salaries.....	4,282.50								1,900.00			7,250.17
1104 Inspectional salaries.....												1,900.00
1105 Supervisors' salaries.....		2,020.00	2,825.00	845.00		1,025.00		2,006.67				8,721.67
1106 Skilled labor.....		2,429.75						2,981.60				11,083.35
1107 Unskilled labor.....		6,084.35	1,855.4	6,911.40		276.55	4,580.00	2,458.60			1,092.00	26,057.52
1109 Trustees' per diem.....	61.30							8,471.22				61.30
1109 Other per diem.....	100.00											100.00
1201 Office supplies.....	384.35											384.35
1202 Cleaning supplies.....			1,385.71									1,385.71
1203 Food.....		43,563.93			360.91							43,924.84
1205 Laundry supplies.....				345.63								345.63
1206 Medical supplies.....					18.85							18.85
1207 Drugs & medicines.....					109.80							109.80
1209 Class-room supplies.....									499.07			499.07
1214 Farm supplies.....											509.15	509.15
1215 Supplies for animals.....											368.95	368.95
1217 Refrigeration supplies.....												120.48
1218 Heating plant supplies.....		120.48					555.49					555.49
1219 Plumbing supplies.....							989.36					989.36
1220 Electrical supplies.....							473.98					473.98

DETAILS OF EXPENDITURES—(Continued)

FORWARDED	Office & Admin- istration	Sub- sistence	House- keeping	Laund- ering	Medical Care	Nursing & Attend- ance	Light, Heat, Water & Power	Care of Prop- erty	Instruc- tion	Recrea- tion	Agricul- ture	Total
1221 General supplies.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$ 6,081.04	\$.....	\$.....	\$.....	\$ 6,081.04
1223 Miscellaneous fuel.....	2,267.73	2,267.73	2,267.73
1224 Coal.....	13,695.87	13,695.87
1301 Postage.....	590.06	590.06
1302 Telephone & telegraph.....	374.07	374.07
1401 Travel hotel & meals.....	795.22	795.22
1402 Travel transportation.....	939.76	454.95	1,290.17
1501 Printing.....	873.21	303.17	1,242.93
1502 Catalogs, etc.....	2,823.53	2,823.53
1508 Advertising.....	36.00	36.00
1601 Motor vehicles—upkeep.....	1,265.23	1,265.23
1701 Light, power & water.....	2,877.12	2,877.12
1801 Repairs to equipment.....
1905 Miscellaneous expense.....
2203 Surety bond premiums.....	60.00	60.00
3102 Furniture & furnishings.....
3103 D. Room & kitchen equipment.....	1,493.51	1,109.44	2,602.95
3104 Bedding & linens.....	284.66	284.66
3105 Laundry equipment.....	4,515.74	4,515.74
3106 Medical equipment.....	109.52	109.52
3107 Motor vehicles.....	3,070.00	3,070.00
3109 Text books.....
3109 Class room equipment.....
3110 Library equipment.....
3114 Farm equipment.....
Totals.....	\$26,180.23	\$57,979.75	\$ 7,460.21	\$12,617.77	\$ 1,499.08	\$ 1,435.55	\$25,630.42	\$19,540.53	\$85,205.36	\$ 428.26	\$ 2,234.05	\$ 240,211.21

EXPENDITURES PER CAPITA

YEAR ENDED JUNE 30, 1924

SCHEDULE 3

	Office & Admin- istration	Sub- sistence	House- keeping	Laun- dering	Medical Care	Nursing & Attend- ance	Light, Heat, Water & Power	Care of Prop- erty	Instruc- tion	Recrea- tion	Agricul- ture	Total
Beneficiaries	Dormitory students.....	310	310	310	310	310	310	310	310	310	310	
	Outside students.....	115	115					57	115	115	115	
	Day students.....	54						27	54	54		
	Teachers.....		21	21	21	21	21	21	21		21	
	470	446	331	331	331	331	331	415	479	479	446	
EXPENDITURES												
1101 Executive salaries.....	\$ 21.95	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$ 21.95
1102 Professional salaries.....					2.72	.40			148.94			152.06
1103 Clerical salaries.....	8.94								6.19			15.13
1104 Inspectional salaries.....									3.97			3.97
1105 Supervisors' salaries.....		4.53	8.54	2.55		3.10		4.83				23.55
1106 Skilled labor.....		5.45						7.18				22.00
1107 Unskilled labor.....		13.65	5.61	20.88		.83	6.92	20.42				65.10
1109 Trustees' per diem.....	.13						3.71					.13
1109 Other per diem.....	.21											.21
1201 Office supplies.....	.80											.80
202 Cleaning supplies.....			4.19									4.19
203 Food.....		97.65			1.09							98.74

EXPENDITURES PER CAPITA (Continued)

FORWARDED

	Office & Admin- istration	Sub- sistence	House- keeping	Laund- ering	Medical Care	Nursing & Attend- ance	Light, Heat, Water & Power	Care of Prop- erty	Instruc- tion	Recrea- tion	Agricul- ture	Total
1205 Laundry supplies.....	\$.....	\$.....	\$.....	\$ 1.05	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	\$.....	1.05
1206 Medical supplies.....0606
1207 Drugs & medicines.....3333
1209 Classroom supplies.....	1.04	1.04
1214 Farm supplies.....	1.14	1.14
1215 Supplies for animals.....83	.83
1217 Refrigeration supplies.....2727
1218 Heating plant supplies.....8484
1219 Plumbing supplies.....	1.40	1.40
1220 Electrical supplies.....7272
1221 General supplies.....	14.66	14.66
1223 Miscellaneous fuel.....	5.08	5.08
1224 Coal.....	20.68	20.68
1301 Postage.....	1.23	1.23
1302 Telephone & telegraph.....	.7878
1401 Travel—hotel & meals.....	1.6695	2.61
1402 Travel—transportation.....	1.9663	2.59
1501 Printing.....	1.80	1.80
1502 Catalogs, etc.....	5.89	5.89
1608 Advertising.....	.0808
1601 Motor vehicles—upkeep.....	2.64	2.64
1701 Light, power & water.....	4.35	4.35

TO THE BOARD OF TRUSTEES,
East Carolina Teachers College.

Gentlemen:

Your Building Committee submit herewith report of what we have done with the building fund appropriated by the General Assembly of 1923, working under your direction. We also submit herewith our recommendations for additions to the plans submitted in 1923, and our estimate of what it will cost to complete this building program. We have worked out this program with the idea of erecting here an institution that will accommodate fifteen hundred students, and so arranged that it can be operated with efficiency and on the most economical basis.

Respectfully submitted,

F. C. HARDING, *Chairman*,
GRAY R. KING,

A. B. ANDREWS,
ROBERT H. WRIGHT, *Secretary*.

TO THE BOARD OF TRUSTEES.

Gentlemen:

At your meeting, March 9, 1923, the Building Committee was created. On March 9, 1923, there was a meeting of the Building Committee and Mr. H. A. Underwood, engineer, Raleigh, N. C., was employed as architect and engineer for the building program. On April 4, we selected the J. E. Beaman Construction Company, Raleigh, N. C., as the builders and recommended to you that they be employed in that capacity, which you did at a meeting on April 5.

We entered into contracts with the engineer and the builder that, in our judgment, enables us to get the greatest amount of building done at the smallest cost to the State, but this has made it necessary for the Building Committee to hold meetings at least once each month. We have met more frequently when there was business that needed our attention.

On April 27, after making a thorough study of the situation, we decided to build the residences on Eighth Street instead of the location they had on the Miller plan. In this way there is left an opportunity for continuing the college buildings down Fifth Street extended beyond the circle.

We found it advisable to put rooms in the third floor of the Administration Building, as there was ample space in the roof for these rooms. This was done, thus making the Administration Building a much more serviceable building, but it took a part of the money appropriated by the General Assembly of 1923.

After making a thorough study of the topography of our grounds, we found it advisable to make Dormitory B three stories. This change was ordered on June 5, 1923. After making a thorough study of floors, your committee decided to make the floors of marbeloid. This is a fire-proof composition floor that makes the building much more sanitary. We also decided to add two wall lights and a little metal case for toilet articles to each room. With these exceptions, the plans are practically the same as were submitted to you before you asked the General Assembly of 1923 for the Building appropriation.

We would like to embody in this report, as a part of it, the report of our engineer, Mr. H. A. Underwood, as his report

goes more into detail and shows just what has been done with the appropriation and just where we now stand in the building program.

We also submit herewith an audit of the building program.

Respectfully submitted,

F. C. HARDING, *Chairman*,

A. B. ANDREWS,

GRAY R. KING,

ROBERT H. WRIGHT, *Secretary*.

REPORT OF H. A. UNDERWOOD, ENGINEER, TO THE BUILDING COMMITTEE OF THE EAST CAROLINA TEACHERS COLLEGE AT GREENVILLE, N. C., COVERING THE BUILDING OPERATIONS FROM THE APPROPRIATION OF \$1,025,000 MADE BY THE GENERAL ASSEMBLY OF 1923

July 26, 1924.

Gentlemen:

I am submitting herewith a detailed report of the building operations under our supervision, beginning with the appropriation of \$1,025,000 made by the General Assembly of 1923. As I was the architect on your building program prior to this time and helped to make the estimate that was submitted to the General Assembly of 1923, I am including in this report the schedule of proposed building operations submitted by your Board to the General Assembly of 1923 at a cost of \$1,942,145, also what was done with the appropriation of \$1,025,000 made by the Legislature of 1923. You will also find in this report a detailed estimate of what it will cost to complete the program and make an economically administered college plant.

The additions submitted herewith have been made by me, working in conjunction with the President of the College.

The following is a schedule showing in detail what the Board of Trustees of the East Carolina Teachers College proposed to do with \$1,942,145.00. This schedule was submitted to the General Assembly of 1923. It is as follows:

Kind of Building	Size Cu. Ft.	No. of Rooms	No. of Students	Cost	Equipment	Total
New land.....						\$ 50,000.00
Sewers, water facilities, fire protection.....						26,750.00
Library.....	268,026			\$ 80,407	\$ 20,000	100,407.00
Teachers' dormitory.....	1 $\frac{1}{2}$ comp. str.)		92 Teachers			
	662,100	96		156,125	9,600	55,375.00
Auxiliary power plant, heating mains, campus lighting, etc.....	80,000			20,000	75,000	95,000.00
5 cottages.....						29,220.00
Campus building.....						275,000.00
Fire proofing administration building.....	966,601			96,660		96,660.00
Fire proofing W. dormitory.....	542,080			54,208		54,208.00
Fire proofing E. dormitory.....	372,225			37,222		37,222.00
Dormitory "A" wings B & C.....	339,730	68	126	103,199	7,560	110,759.00
Dormitory "B".....	542,080	93	186	158,168	11,160	169,328.00
Dining room, kitchen add.....	330,000			60,000	22,500	82,500.00
Men's building.....	542,080	93	186	158,168	11,160	169,328.00
Laundry.....						10,000.00
Class room building.....	862,000	22	1,000	215,500 (1 $\frac{1}{2}$ comp. str.)	10,000	112,750.00
New infirmary.....						50,000.00
Dormitory "C".....	708,466	138	276	200,000	16,560	216,560.00
Dormitory "D".....	542,080	93	186	158,168	11,160	169,328.00
Fire proofing infirmary.....	150,000			15,000		15,000.00
Walks, roadways, general grading.....						16,750.00
Grand total.....						\$1,942,145.00

The General Assembly of 1923 did not make the appropriation asked for but did appropriate \$1,025,000 for the permanent improvement and enlargement of the East Carolina Teachers College. This amount of money has been expended as follows:

ITEMS	
1. For the purchase of land.....	\$ 50,000.00
2. It was found advisable to complete the 3rd floor of Administration Building, which you ordered done at cost of.....	20,804.85
3. For trustee and building committee expense, advertising for bids, consulting engineer's fees, office supplies and auditing.....	1,413.69
4. Railroad siding, construction of 4,250 ft. of spur track.....	19,648.79
5. Railroad siding right-of-way, including condemnation proceedings.....	4,605.50
6. Sanitary sewers, septic tank, storm water sewers, water mains and general grading.....	16,205.19
7. Auxiliary power house, heating mains, tunnels, stacks and underground wiring system.....	163,868.29
8. Fixtures and furniture.....	33,151.40
9. Four residences for teachers.....	36,468.60
10. Dormitory "A" two wings.....	106,426.58
11. Dormitory "B" three stories.....	203,750.99
12. Library, including book stacks.....	102,125.22
13. Teachers' dormitory.....	138,614.04
14. Materials on hand for campus building.....	108,712.21
15. Walks, roadways, and general grading.....	16,750.00
16. Model school, temporary class-room.....	2,454.65
Total.....	\$ 1,025,000.00

The above costs include electric wiring and electric fixtures, plumbing and heating of the several buildings, thus giving the actual cost per building ready for occupancy.

The following notes and explanations are necessary for the proper understanding of the building operations in comparison with our estimated cost as will be found in the following schedule showing our original estimates and the actual cost of construction:

Item 2. The appropriation made by the General Assembly of 1921 was not sufficient to complete the third floor of the Administration Building. In the original estimate it was not planned to use this floor but when the construction was under way it was seen that by the use of additional funds the Administration Building could be made very much more serviceable. It was, therefore, decided to complete the third floor. This explains why \$20,804.85 was used for this purpose.

Item 4. The construction of the spur track does not appear in the original estimate. It was deemed advisable, however, to bring the spur track from the Norfolk-Southern into the college property to reduce the cost of hauling material for the construction program and to have a railroad track into the power house as a permanent part of the equipment for the purpose of hauling coal after the building program is completed. The saving on the building program that has been completed and the saving to be made on the future building programs will be much more than the actual cost of right-of-way and construction.

Item 5. In the construction of the sanitary sewers and septic tank, these were laid out and constructed sufficiently large to take care of any growth the college may make within the next ten to twenty-five years; the sewer main being laid out of 12-inch sewer tile and the septic tank large enough to take care of a population of 1,800. This is designed on a unit plan so that if it is ever found necessary an additional septic tank unit can be added at actual cost of construction.

Item 6. The auxiliary power plant is a temporary building, as this unit is one-fourth of the completed power plant plan. The boilers are the same size to be used when the power plant is completed. The heating mains leading from this power plant to the several buildings are sufficiently large to take care of the present buildings and the enlarged plant submitted herewith, and a thousand students more. In other words, the heating mains are sufficiently large to take care of a college plant for 2,500 students. These heating mains are in tunnels amply large for all the pipes and wires that will ever be necessary to install in them, also providing ample space for any repair work that may be necessary to any pipe or wire installed in them. The stack is ample to take care of two thousand horsepower.

Item 8. In your original estimate to the General Assembly five residences for teachers were contemplated. These were to be cottages at a cost of \$7,110.00 each. It was found advisable to construct four homes and to make them larger than was originally anticipated. The college now has four very desirable homes for teachers.

Item 10. In the original plan, Dormitory "B" was to be a two-story building, but the contour of the ground made it necessary to have a very high basement, or to drop the roof line very

much below the roof line of the buildings on either side of it. It was, therefore, decided to make this a three-story dormitory building instead of a two-story building. In this way the dormitory capacity was increased a little more than 50 per cent. This adds greatly to the general campus scheme as viewed from the city, but, of course, adds to the cost of constructing this building.

In all the dormitory construction we abandoned the wooden floor and substituted a composition floor that makes the building fire-proof, more durable and much more sanitary, but at an additional cost of about $12\frac{1}{2}$ cents per square foot.

Item 11. In the construction of the Library Building we have added one set of stacks for books. In the original plan we were to provide but one stack and make provision for adding two others. It was found that by adding two stacks we could use the space above the book stacks as a reading room until the demand grew sufficiently large to put in the third set of stacks. This added seven thousand dollars to the cost.

Item 12. In the original estimate we had planned to construct one-third of the Teachers' Dormitory, thus giving accommodation to thirty teachers. We found it economical to construct more than one-third of this building at this time that we might make provision for the dining room and kitchen in the basement. Furthermore, it is apparent that there will be need for housing more than thirty teachers within the next two years. We therefore have constructed five-sixths of this building instead of two-sixths.

Item 13. In computing the total requirements in structural steel, roofing, plumbing and heating materials, it was found that a large percentage of the total would be required in the ultimate completion of the proposed Campus Building. With this in view it was deemed advisable to ask for bids on the materials mentioned, including the Campus Building requirements, in order to definitely determine the economies in including these materials in the purchase. After a thorough investigation it was decided to include the Campus Building materials in the purchase of the like materials needed for the other buildings. After the bids were received on these materials it was found that a saving of approximately $7\frac{1}{2}$ per cent could be obtained if these materials were included in the original order. Therefore, they were purchased.

When tests were made for the foundations of this building it was found that the soil conditions were so varied that a secure foundation was doubtful, so we secured the services of a soil testing outfit from the State Highway Commission, which Mr. Page very generously allowed us to have at a nominal cost. The results of the test made by the State Highway Commission confirmed our belief that it was not possible to get a secure foundation without placing this structure on piles. We found a stratum of rock at a depth of approximately 28 feet. These piles have been driven at an additional cost above our estimate of \$19,900.

We have laid out this program and proceeded with all of our construction work with the idea that the building program would go on until the original plans, with the modifications that are submitted herewith, are completed and all that has been done has been done with this in view. Everything has been made amply large to take care of the growth that can be anticipated from the next two to ten years.

The following is a tabulation of our original estimates and the actual cost of construction: (A part of the cost items are approximate, as the construction was not complete when the figures were made. However, the cost price given in each case is sufficient to cover the actual cost as will be determined upon completion.)

	Estimated Cost as Submitted to the General Assembly 1923	Cost of Construct- tion
1. New land.....	\$ 50,000.00	\$ 50,000.00
2. Sewers, water facilities, fire protec.....	26,750.00	16,205.19
3. Library.....	100,407.00	102,125.22
4. Teachers dormitory (2-6 planned).....	55,375.00	138,614.04
5. Auxiliary power plant, heating mains, campus lighting, etc.....	95,000.00	163,868.29
6. Four residences for teachers.....	29,220.00	36,468.60
7. Dormitory wings B & C.....	110,759.00	106,426.58
8. Dormitory "B" three stories.....	169,328.00	203,750.99
9. Walks, roadways, general grading.....	16,750.00	16,750.00
10. Railroad siding.....		19,648.79
11. Railroad siding right-of-way.....		4,605.50
12. Fixtures and furniture.....		33,151.40
13. Completion administration building, third floor.....		20,804.85
14. Adv. bids, auditing & board expense.....		1,413.69
15. Model school, temporary class room.....		2,454.65
16. Material on hand for campus building, including pile foundations in place.....		108,712.21
17. Fire proofing administration building.....	96,660.00	
18. Campus building.....	275,000.00	
Total.....	\$1,025,249.00	\$ 1,025,000.00
Less proposed omission fireproofing administration building	249.00	
Total appropriation.....	\$1,025,000.00	

Dormitory "A," Wings "B" and "C," Dormitory "B" and Teachers' Dormitory, contain 278 rooms. Twenty-four of these rooms are used for parlors and service rooms, leaving a total of 254 bedrooms, which will accommodate 508 students. The total completed cost of dormitories is \$448,796.61, or a per capita cost of \$883.44.

Much of the work, including mechanical equipment, powerhouse, laundry and library, has been constructed upon the basis of accommodating the full number of students in accordance with the completed building program, and, therefore, we cannot make an equitable per capita cost for the operation until the entire program is completed.

The schedule submitted to the General Assembly of 1923 shows that the program was not complete. For example, the

Teachers' Dormitory says one-third completed structure and the class-room building says one-half completed structure.

The following is a schedule as submitted to the General Assembly of 1923, less the item of \$275,000 for the Campus Building:

Kind of Building	Size Cu. Ft.	No. of Rooms	No. of Students	Cost	Equip-ment	Total
New land.....						\$ 50,000.00
Sewers, water facilities, fire protection.....						26,750.00
Library.....	268,026			\$80,407	\$ 20,000	100,407.00
Teachers.....	(1-3 Comp. Str.)	96	92	156,125	9,600	55,375.00
Dormitory.....	662,100		Teachers			
Auxiliary power.....						
plant, heating mains, campus lighting, etc.	80,000			20,000	75,000	95,000.00
Five cottages at 7,110						29,220.00
Fire proofing adminis- tration building.....	966,601			96,660		96,660.00
Fire proofing W. dormitory.....	542,080			54,208		54,208.00
Fire proofing E. dormitory.....	372,225			37,222		37,222.00
Dormitory "A" wings B & C.....	339,730	68	126	103,199	7,560	110,759.00
Dormitory "B".....	542,080	93	186	158,168	11,160	169,328.00
Dining room, kitchen add.....	330,000			60,000	22,500	82,500.00
Men's building.....	542,080	93	186	158,168	11,160	169,328.00
Laundry.....						10,000.00
Class-room building	862,000	22	1,000 pupils	215,600	10,000 (½ Comp. Str.)	112,750.00
New infirmary.....						50,000.00
Dormitory "C".....	708,466	138	276	200,000	16,560	216,560.00
Dormitory "D".....	342,080	93	186	158,168	11,160	169,328.00
Fire proofing infirmary	150,000			15,000		15,000.00
Walks, roadways, general grading.....						16,750.00
Grand total.....						\$ 1,667,145.00

To complete the program and to make a complete unit that may be operated economically we must add to the original program the following items:

ITEMS	
1. Teachers' dormitory must be completed at cost of.....	\$ 46,129.60
2. Power plant and laundry.....	102,000.00
3. Infirmary.....	90,000.00
4. Class room building ($\frac{1}{2}$ Comp. Str.)	112,750.00
5. Model school.....	126,500.00
6. Land.....	13,000.00
7. To complete campus building.....	255,000.00
8. Dining room, 1 unit, and two waiting rooms.....	100,168.00
9. Grandstand & athletic field.....	25,000.00
10. Mechanical equipment.....	50,000.00
11. Walks, roadway and general grading.....	16,750.00

The following notes explain why we are asking that the above items be added to the original request for appropriations:

Item 1. Teachers' Dormitory.—It will be necessary to complete this building to provide the necessary living arrangements for the women teachers the college must have when it has twelve to fifteen hundred students.

Item 2. Power House and Laundry.—The location of the present power house is too close to the Administration Building, also too close to the present dining room and kitchen. In fact, it is impossible to make the necessary enlargements to the dining room and leave the present power house in operation. Furthermore, it is not economical to have two power plants in operation for the college. The overhead charges are too great. The location of the present power house is such that it is impossible to heat the new buildings, as the pumps for the returns from the heating system are on an elevation too high for efficient service. This means moving the present power plant or operating two power plants. The location of the new power plant is at such a place on the grounds as to provide for the return from the heating system of all buildings by gravity.

The laundry is too small for the present size of the college and cannot be enlarged on the present location. Furthermore, the laundry should be adjoining the power plant; therefore, you should erect a new laundry in connection with the power plant.

Item 3. Infirmary.—The estimate two years ago for an Infirmary to cost \$50,000 was on the assumption that the student

body would not exceed 1,000 to 1,200. With the enlarged plant, it is economical to erect an Infirmary sufficiently large to take care of the sick in the college with 1,500 students.

Item 4. Class-room Building.—The class-room building asked for in the last appropriation was for $\frac{1}{2}$ of the complete structure. As you are now planning for the college to have a capacity of 1,500 students it will be necessary to put in the additional half.

Item 5. Model School.—To do the practice teaching necessary it is imperative that the capacity of the Model School be adequate. The present structure should be made fire-proof and an auditorium should be added. The need for additional rooms at the Model School is so urgent that three temporary class-rooms are being built this year to be used for observation and practice work.

Item 6. Land.—This recommendation is made in order that the institution may have suitable location for future residence for the president, and be a means of controlling the kind and class of structure on this land. The land in question is directly opposite the new main entrance to the campus, leading to the circle, and any construction not in harmony with the campus building and surroundings would, in our opinion, be unfortunate and serve as a means to detract from the campus and buildings.

The above recommendation is made after consultation with Dr. Wright, who advises the purchase of the additional land, but does not participate in the recommendation for the erection of a residence as the college has built a residence opposite the Administration Building. He says he knows the college should put up a residence but he is not willing to put himself in the position of asking for a residence during his administration.

Item 7. Campus Building.—We have taken the estimate of \$275,000 out of the 1923 request and have placed this under the head of new item to avoid any confusion as to what this building will cost. There is considerable material on hand for this building, including pile foundations.

Item 8. Dining Room.—The dining room in the original plan called for one additional unit to accommodate 500 students.

We will need two units to accommodate 500 students each. This explains the additional cost.

Item 10. Mechanical Equipment.—The central power and heating plant with laundry combined as outlined in Item 2 will necessitate moving equipment in present power house and additional equipment to take care of the completed building operations. This will require laundry equipment, electrical generating units with steam engines and additional boilers to bring the capacity up to the maximum requirements with arrangements for dual system.

Item 11. Walks, Roadways and General Grading.—This item is included in the request in order that sufficient roads and walks may be constructed joining the campus extension with the existing walks and drives.

The following is a tabulation of our request for funds for the building program for the General Assembly of 1925; including the amounts asked for two years ago and not appropriated—with the new additions. This is done so that you may see on one sheet the total amount requested of the General Assembly of 1925 and the purpose for which the funds are to be used:

Kind of Building	Size Cu. Ft.	No. of Rooms	No. of Students	Cost	Equipment	Total
Class-room building.....	(Comp. str.) 862,000	22	(Pile foundation) 1,000	\$20,000 225,500	\$10,000	\$ 255,500.00
Fire proofing administration building.....	966,601					96,411.00
Fire proofing W. dormitory.....	542,080			54,208		54,208.00
Fire proofing E. dormitory.....	372,225					37,222.00
Dining rooms, 2 units—2 waiting rooms, kitchen addition.....	630,060		1,000	150,000	32,668	182,668.00
Men's dormitory.....	542,080	93	186	158,168	11,160	169,328.00
Dormitory "C".....	708,466	138	276	200,000	16,560	216,560.00
Dormitory "D".....	542,080	93	186	158,168	11,160	169,328.00
Fire proofing present Inf. (Used for D. room matron, dietitian & help)				15,000		15,000.00
Walks, roadways & general grading.....						16,750.00
Teachers dormitory.....	144,432	28	56	43,329	2,800	46,129.00
Power plant, laundry & equipment.....						112,000.00
Infirmery.....	375,264	44	88			140,000.00
Model school.....	431,298	8	240	120,000	6,500	126,500.00
Campus building.....	1,780,480			200,000	25,000	225,000.00
Grandstand athletic field.....						25,000.00
Mechanical equipment, central power house.....						50,000.00
Fifth Street property, opposite future main entrance.....						13,000.00
Total.....						\$ 1,950,604.00
Plus five per cent.....						97,542.65
Grand total.....						\$ 2,048,146.65

We are submitting herewith preliminary sketches which have been prepared after a conference with Dr. Wright as to the probable needs, arrangements, etc. The sketches submitted are for the enlarged Infirmery, Model School Building, Power House and Laundry. Plans for the proposed dormitories, campus building and class-room building have been previously passed upon by your Board; construction awaiting appropriations. The estimates given above are based upon the construc-

tion being substantially as required by the sketches submitted. However, minor changes will not materially affect the prices given.

If additional information is desired we shall be pleased to furnish you with same.

Respectfully submitted,

H. A. UNDERWOOD,

Engineer.

REPORT ON AUDIT OF
1923 PERMANENT IMPROVEMENT FUND
FOR PERIOD FROM BEGINNING MAY 4, 1923 TO NOVEMBER 12, 1924

November 20, 1924.

DR. R. H. WRIGHT, *Secretary of Building Committee,*
East Carolina Teachers College,
Greenville, North Carolina.

Dear Sir:

As requested, we have audited all transactions pertaining to the 1923 Permanent Improvement Fund of the East Carolina Teachers College, which fund was made available by an act of the General Assembly, session 1923. The period covered by the audit extended from the first payment of the appropriation by the State Treasurer on May 4, 1923, to and including November 12, 1924, at which date we were informed by the general contractor all his work had been completed.

The exhibits and schedules listed in the foregoing index set forth various data relative to the fund, the exhibits being commented upon below in their listed order.

EXHIBIT "A"—*Balance Sheet*

The financial condition of the fund at November 12, 1924, is summarized herein, certain items bearing references to other exhibits and schedules for fuller detail. The assets and liabilities combine those contained in the records of the college treasurer and the general contractor.

The amount due by the College Maintenance Fund represents expenditures made by the general contractor from permanent improvement money in repairing flood damage to the railroad which had previously been constructed and in operating condition at time of flood.

The item of permanent improvements is detailed in *Exhibit "B,"* and our comments on that exhibit set forth fully the basis of valuation. Ordinarily, materials in storehouse, and on hand for completion of building, would not be considered permanent improvements, but in view of the fact that the 1923 program submitted to the Budget Committee provided for part construction which presumes additional appropriations, and as the materials are to be used for construction purposes, we have so classified them, setting forth their status in *Exhibit "B."*

Accounts payable are shown in detail in Schedule 2, being divided between those shown by the general contractor's records, and treasurer's records. Payment is being withheld from several creditors appearing on the records of the general contractor, for completion and final approval of their work. We were informed that all unpaid obligations incident to the work completed on the building program are represented in Schedule 2.

The fee of J. E. Beaman Construction Company, general contractor, as set out in contract is \$63,500.00 for cost of work performed, of which there is unpaid \$31,567.21.

We computed the architect's fee in accordance with contract, the only exception to the $4\frac{1}{2}$ per cent fee called for in the contract being for the payments to the contractor of \$13,062.77 for work on the Administration Building, the plans for same being made in the 1921 program period. A fee of $1\frac{1}{2}$ per cent was computed on this expenditure. We exempted from the sum upon which the $4\frac{1}{2}$ per cent was computed items for administration. The total fee is computed as follows:

\$ 13,062.77 at $1\frac{1}{2}$ per cent-----	\$ 195.93
1,006,888.05 at $4\frac{1}{2}$ per cent-----	45,309.96
	<hr/>
\$1,019,950.82	\$45,505.89

There has been paid on this fee \$37,000.00, leaving a balance due of \$8,505.89. Under the terms of the contract the architect provides, at his own expense, a full time representative at the work in addition to the customary supervision.

EXHIBIT "B"—*Total Costs of 1923 Program Completed*

This statement shows the full costs of the building program; it includes paid and unpaid items.

It will be noted that expenses not applicable to specific units of work have been allocated to the units, the basis used being the per cent of direct costs of each unit to the total direct costs. The administrative expenses were not distributed as there will be a small additional amount of this character of expense, but when complete it should be added to the unit costs on the same divisional basis outlined above.

In the column "Status of Construction Projects," we show whether the unit is in service, by this we do not mean necessarily that it is complete in accordance with the plans upon which the

request was made to the Budget Committee, when it states "In Service," but means the unit is being used.

EXHIBIT "C"—*Cash Receipts and Disbursements*

Herein is shown the source and amount of cash received, and purpose and amount of cash disbursed, with an accounting for the balance unexpended. This statement was prepared from the records of J. B. Spilman, College Treasurer, and covers all cash transactions from origin of fund through November 12, 1924.

EXHIBIT "D"—*Statement of Account with J. E. Beaman
Construction Co.*

On April 25, 1923, a contract was entered into by the Building Committee with the above construction company for the execution of its building program. The terms of the contract were carefully studied from the viewpoint of auditing the transactions occurring thereunder. The building costs as shown therein are stated after the indirect expenses have been proportioned to the various construction units, the basis used being outlined in our comments on *Exhibit "B."* The statement is a resume of all financial transactions pertaining to the 1923 building fund that were handled in the general contractor's records.

IN CONCLUSION

The within statements fully reflect the operations and financial condition of the 1923 Permanent Improvement Fund.

The methods used by the Building Committee for the execution of its building program were sound and conducive to economical costs and in our opinion full value was received for the expenditures made.

Respectfully submitted,

A. M. PULLEN & Co.,
Certified Public Accountants (Va.)

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BALANCE SHEET 1923 PERMANENT IMPROVEMENT FUND

NOVEMBER 12, 1924

EXHIBIT "A"

ASSETS		
CASH:		
On deposit—Wachovia Bank & Trust Co.		
(Exhibit "D")	\$44,059.59	
National Bank of Greenville, Greenville, N. C.		
(Exhibit "C")	6,379.88	\$ 50,439.47
Due by East Carolina Teachers College—Maintenance Fund.		388.04
PERMANENT IMPROVEMENTS (Exhibit "B")		
(Including materials on hand of campus building & storehouse)	1,065,618.90	
Total assets		\$ 1,116,446.41

LIABILITIES		
ACCOUNTS PAYABLE TRADE CREDITORS (Sch. 2):		
J. E. Beaman Const. Co. Records	\$44,059.59	
J. B. Spilman, Treas. Records	6,295.32	\$50,354.91
J. E. Beaman Const. Co. General Contractor Unpaid Fee (Schedule 2)		31,567.21
H. A. Underwood, Architect & Engineer Unpaid Fee (Schedule 2)		8,505.89
Total liabilities	\$ 90,428.01	
SURPLUS:		
Composed of appropriation General Assembly 1923 session	\$1,025,000.00	
Payment by State Insurance Commissioner for fire damage	1,018.40	1,026,018.40
		\$ 1,116,446.41

STATEMENT OF TOTAL COSTS OF 1923 PERMANENT IMPROVEMENT PROGRAM

AT NOVEMBER 12, 1924

EXHIBIT "B"

	Direct Costs	INDIRECT COSTS		Total Costs	Status of Construction Projects
		Miscellaneous Expense	Architects & Contractors Fees		
CONSTRUCTION PROJECTS:					
Land including legal costs.....	\$ 50,076.50	\$	\$	50,076.50	In service
Railroad right of way including legal costs.....	4,665.50			4,665.50	"
Railroad.....	16,987.47	483.14	2,289.12	19,759.73	"
Administration building.....	20,786.85			20,786.85	"
Dormitory "A".....	92,097.57			107,441.80	"
Dormitory "B".....	175,089.61	2,808.55	12,535.68	202,538.11	"
Library.....	95,483.92	4,339.25	23,109.25	110,911.24	"
Teachers' dormitory.....	126,045.62	2,673.63	12,753.69	146,168.63	"
Residences.....	36,452.76	3,445.11	16,677.90	42,236.04	"
Sewerage.....	14,486.91	878.01	4,905.27	16,714.81	"
Steam tunnels.....	18,396.49	265.79	1,962.11	21,605.23	"
Power house.....	20,111.75	701.61	2,507.13	23,608.90	"
Heating.....	107,838.98	772.00	2,725.15	124,300.64	"
Underground wiring system.....	7,767.14	1,963.88	14,497.78	8,881.09	"
Walks, roadways, general grading.....	15,084.52	132.90	981.05	17,312.40	"
Model school (Temporary class rooms).....	2,620.75	265.77	1,962.11	2,620.75	"
Furniture & equipment.....	33,488.65			33,488.65	"
Campus building.....	90,599.30	1,809.08	12,099.65	104,508.03	Concrete pile foundation in, & steel partly erected.

STATEMENT OF TOTAL COSTS OF 1923 PERMANENT IMPROVEMENT PROGRAM—(Continued)
FORWARDED

Storehouse materials—not allocated to specific units (Schedule 1).....	\$ 6,761.71	\$.....	\$.....	\$ 6,761.71
Total construction projects.....	\$ 934,842.00	\$ 20,538.72	\$ 109,005.89	\$1,064,386.61
ADMINISTRATIVE:				
Committee per diem & expenses.....				\$ 240.72
Auditing.....				294.11
Consulting engineer's fee.....				563.00
Stationery, advertising, etc.....				134.46
Total administrative.....				\$ 1,232.29
Total costs (To exhibit "A").....				\$1,065,618.90

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS OF 1923 PERMANENT IMPROVEMENT FUND

FROM BEGINNING, TO AND INCLUDING NOVEMBER 12, 1924

(As shown by records of J. B. Spillman, College Treasurer)

EXHIBIT "C"

RECEIPTS		
Payments by State Treasurer on 1923 appropriations.....		\$ 1,025,000.00
Payments by State Treasurer for fire loss.....		1,018.40
Total receipts.....		\$ 1,026,018.40
DISBURSEMENTS		
FOR COMPLETION OF 1921 PROGRAM PROJECTS:		
Administration Building:		
J. E. Beaman Contractor.....	\$	6,689.05
Repaid to 1921 Building Fund.....		6,373.72
Thompson Electrical Co. Electrical Contractor.....		1,656.10
W. O. Mitcham Plumbing Contractor.....		1,244.60
Grinnell Co. Heating.....		2,560.38
McDaniel Federal Co. Screens.....		800.00
Taft Bros. Furniture Co. Shades.....		283.00
Telephone wire.....		5.00
Otis Elevator Co. Elevator.....		1,175.00
	\$	20,786.85
FOR PROJECTS OF 1923 PROGRAM:		
J. E. Beaman, General Contractor.....	\$913,018.40	
Purchase of Harrington Land including record- ing deeds, stamps, etc. & crop damages.....	50,076.50	
Railroad siding right of way including crop damage & condemnation costs.....	4,665.50	
State Highway Commission soil test for campus building.....	44.90	
Labor & materials for model school temporary class rooms.....	2,478.31	
Furniture & equipment.....	27,335.77	
Building Committee's per diem & expenses.....	240.72	
Auditing.....	294.11	
Consulting engineers fees.....	563.00	
Stationery—notary fees.....	56.54	
Advertising for bids.....	77.92	998,851.67
Total disbursements.....		\$ 1,019,638.52
Excess of receipts over disbursements.....		\$ 6,379.88
REPRESENTED BY:		
On deposit National Bank of Greenville per Bank record (Exhibit "A").....		\$ 6,379.88

STATEMENT OF ACCOUNT OF J. E. BEAMAN CONSTRUCTION COMPANY, GENERAL CONTRACTOR, WITH
EAST CAROLINA TEACHERS COLLEGE FOR
1923 PERMANENT IMPROVEMENT
OPERATIONS

FOR PERIOD—FROM BEGINNING, TO AND INCLUDING NOVEMBER 12, 1924

EXHIBIT "D"

SOURCE OF REVENUE:		
Cash payments by J. B. Spilman, Treas.....	\$ 913,018.40	
Credit accommodation:(To be repaid) A-CS payable Trade Creditors (Schedule 2).....	\$ 44,059.59	
J. E. Beaman Const. Co. Cont. fee.....	31,567.21	
H. A. Underwood—Architects fee.....	8,505.89	84,132.69
Total revenue.....		\$ 997,151.09
COSTS:		
BUILDING COSTS:		
Railroad.....	\$ 19,759.73	
Dormitory "A".....	107,441.80	
Dormitory "B".....	202,538.11	
Library.....	110,911.24	
Teachers' dormitory.....	146,168.63	
Residences.....	42,236.04	
Sewerage.....	16,714.81	
Steam tunnels.....	21,605.23	
Power house.....	23,608.90	
Heating.....	124,300.64	
Underground wiring system.....	8,881.09	
Walks, roadways & general grading.....	17,312.40	\$ 841,478.62
MATERIAL INVENTORIES:		
Storehouse (Schedule 1).....	\$ 6,761.71	
Campus building (Including costs of parts construction).....	104,463.13	111,224.84
Total costs.....		952,703.46
Excess of revenue over costs.....		\$ 44,447.63
REPRESENTED BY:		
On deposit Wachovia Bank & Trust Co.....	\$ 44,059.59	
Due by maintenance fund—East Carolina Teachers College.....	388.04	
		\$ 44,447.63 (Ex. "A")

STOREHOUSE INVENTORY

NOVEMBER 12, 1924

SCHEDULE 1

ITEM		AMOUNT
Lumber.....	11,155 feet	\$ 417.80
Rubber hose.....	400 feet	36.00
Cement.....	283 bags	398.86
Hollow tile.....	9,539 pieces	1,589.20
Nails & miscellaneous hardware.....		643.26
Wheelbarrows.....		704.85
Mortar color.....	8,790 lbs.	188.16
Lime.....	63 bbls.	109.18
Roofing.....	17 rolls	34.15
Atlas white.....	35 bags	59.32
Hydrated lime.....	631 bags	497.44
Plaster.....	944 bags	1,354.19
Small tools.....		729.30
Total (Exhibit "B").....		\$ 6,761.71

NOTE: 1 Typewriter and 1 adding machine were purchased and charged to miscellaneous expense but are on hand and are the property of the East Carolina Teachers College.

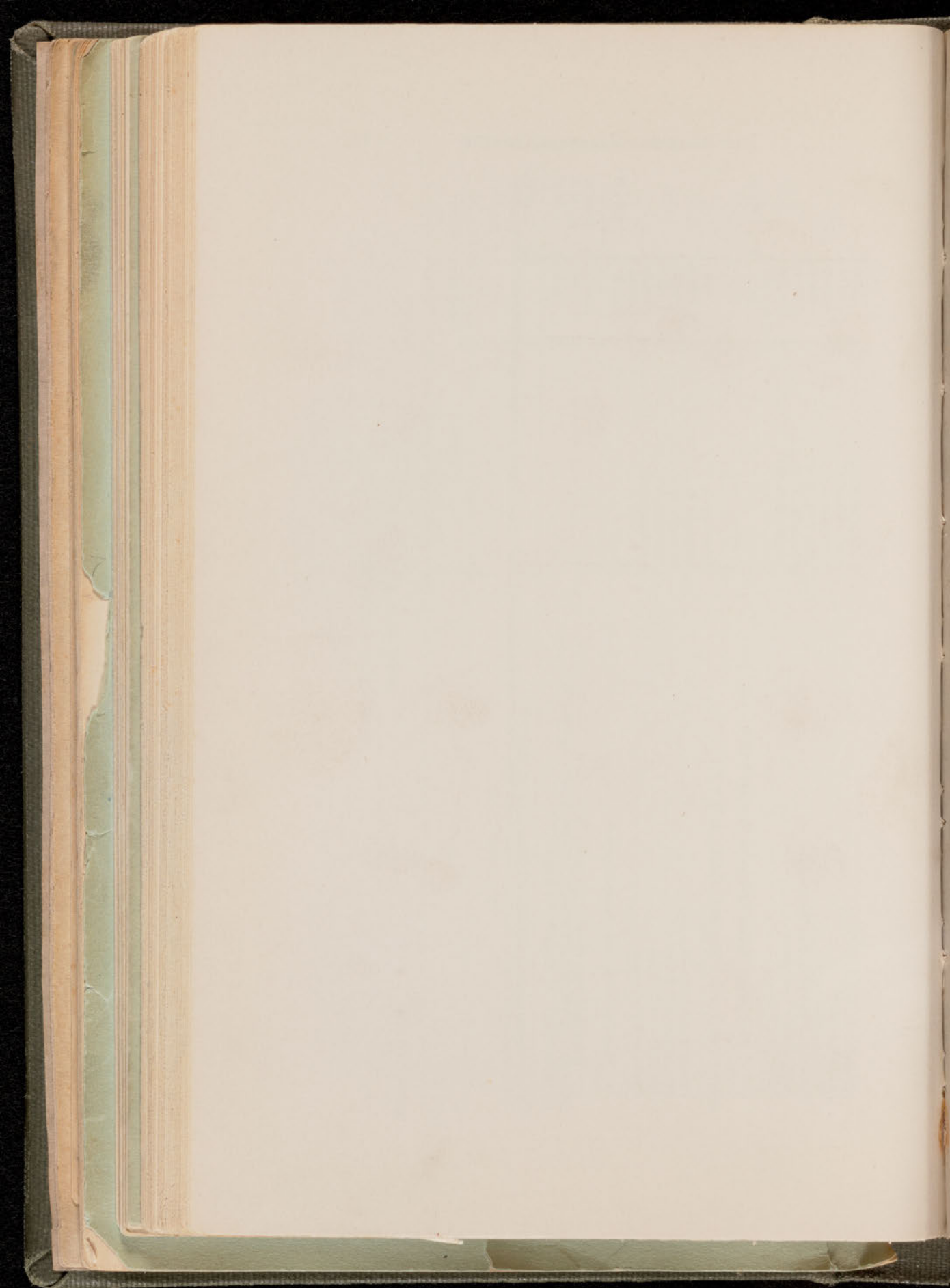
ACCOUNTS PAYABLE

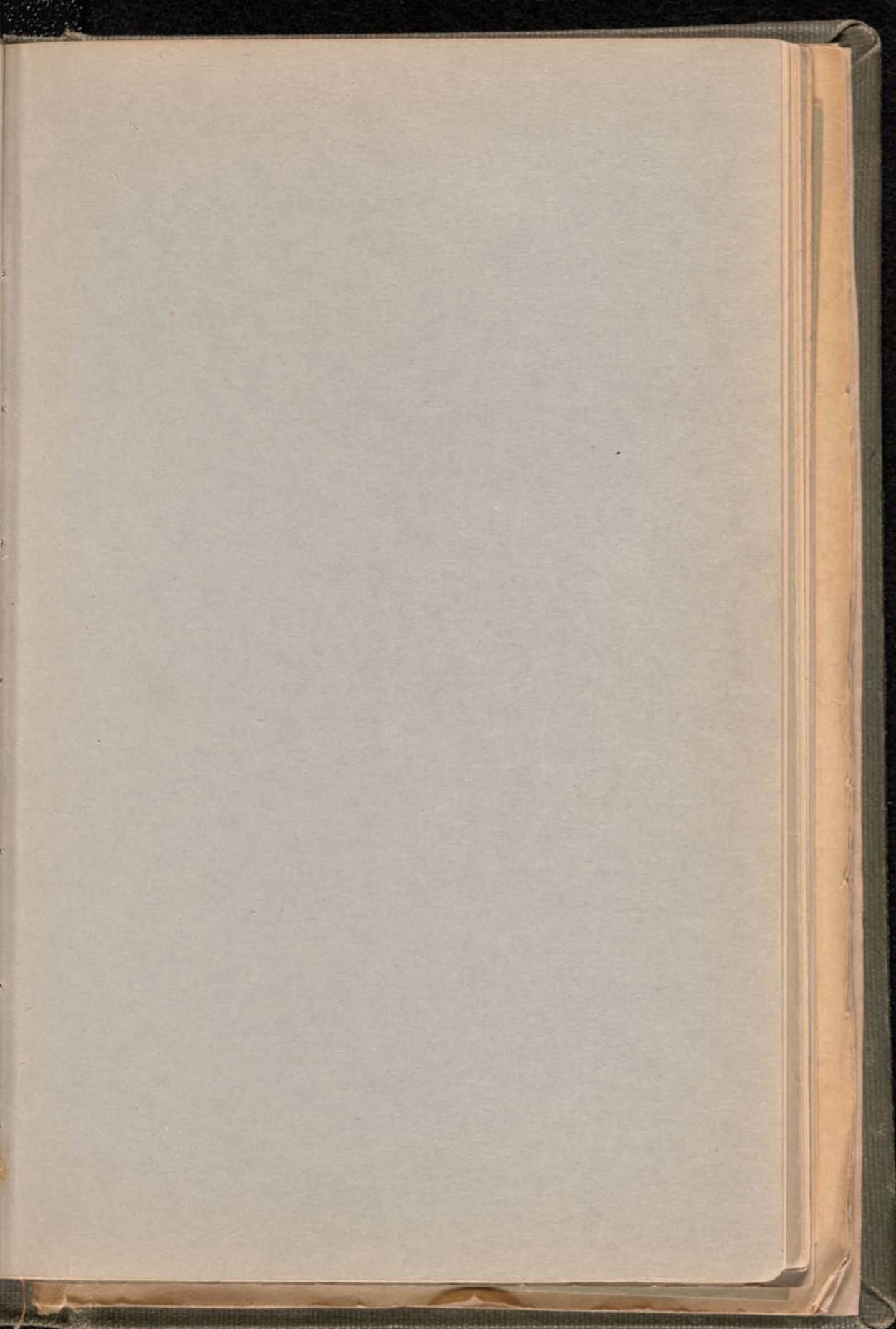
NOVEMBER 12, 1924

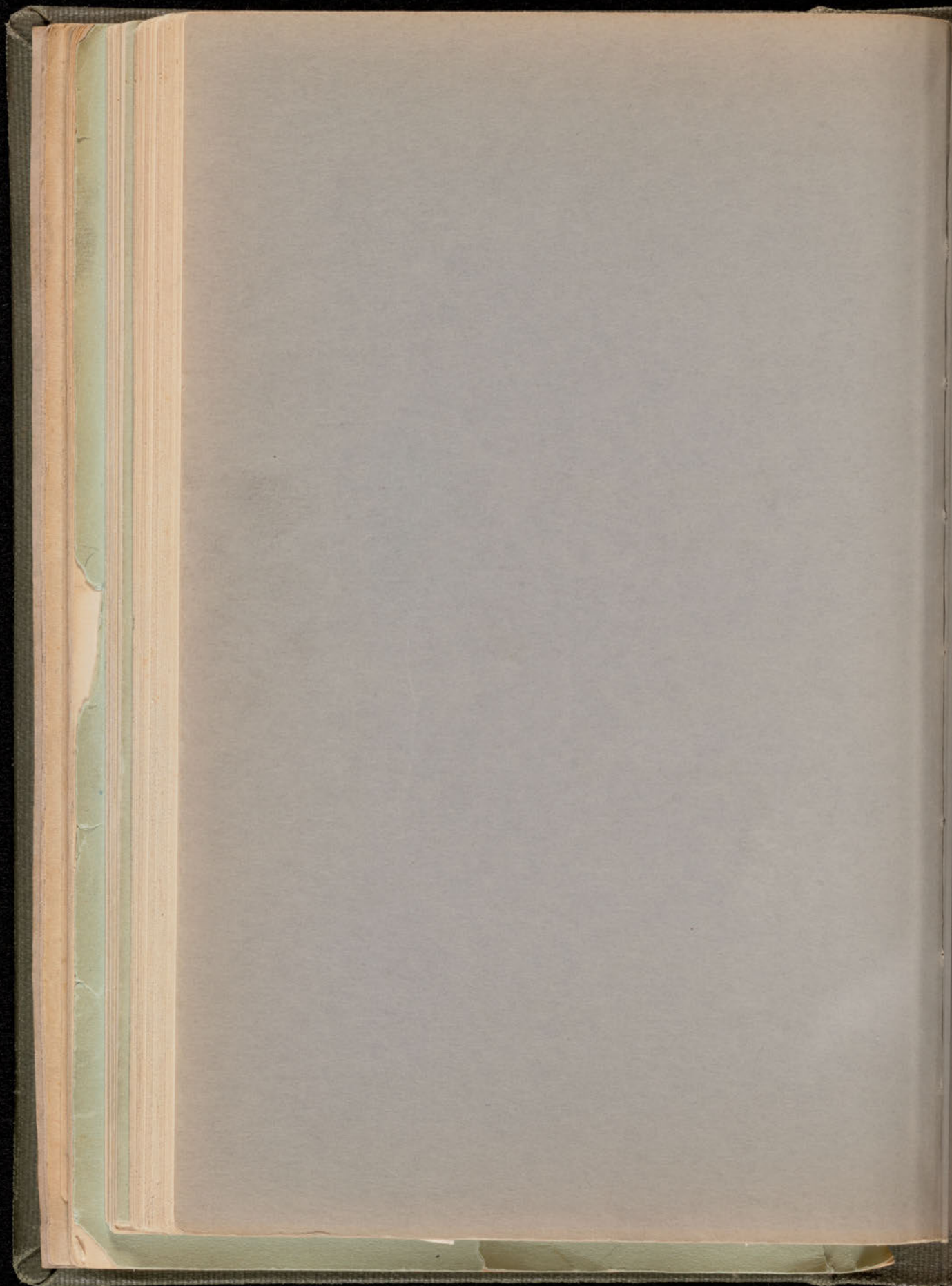
SCHEDULE 2

NAME	ADDRESS	AMOUNT	TOTAL
TRADE CREDITORS			
J. E. BEAMAN CONST. CO., GENERAL CONTRACTOR RECORDS:			
Baldrie, S. K.....	Greenville, N. C.....	\$ 45.00	
Brunson Accessory Co.....	Greenville, N. C.....	2.35	
Bostwick-Goodell Co.....	Norwalk, Ohio.....	4,799.02	
Carter-Cobb Motor Co.....	Greenville, N. C.....	2.70	
Dermott Heating Co.....	Durham, N. C.....	14,830.70	
Edwards, C. H., Hardware House	Greenville, N. C.....	60.00	
Forbes & Baker.....	Greenville, N. C.....	310.65	
Greenville Ice & Coal Co.....	Greenville, N. C.....	8.00	
Greenville Sand & Transfer Co.....	Greenville, N. C.....	59.15	
Garris-Evans Lumber Co.....	Greenville, N. C.....	162.49	
Home Telephone & Telegraph Co.....	Greenville, N. C.....	8.85	
Humber, R. L. Machine works.....	Greenville, N. C.....	2.35	
Hicks, S. T.....	Greenville, N. C.....	472.24	
McKinnon & McKee.....	Raleigh, N. C.....	357.87	
McDaniel Federal Co.....	Charlotte, N. C.....	2,770.00	
Mitcham, W. O.....	Goldsboro, N. C.....	3,101.26	
Marbleoid Co.....	New York, N. Y.....	5,189.67	
Miller Manufacturing Company.....	Richmond, Va.....	484.25	
Perkins, J. J.....	Greenville, N. C.....	294.51	
Pitt Filling Station.....	Greenville, N. C.....	28.95	
Pittsburg Plate Glass Company.....	High Point, N. C.....	29.40	

Riddle, M. E.....	Greenville, N. C.....	7.00
Smith Electric Co.....	Greenville, N. C.....	97.40
Thompson Electrical Co.....	Raleigh, N. C.....	9,342.30
Van Kennel Revolving Door Company.....	New York, N. Y.....	970.00
Water & Light Commission.....	Greenville, N. C.....	621.68
Willard & Phelps.....	Greenville, N. C.....	1.80
Total on J. E. Beaman Construction Company Records.....		\$ 44,050.59
PER RECORDS OF J. B. SPILMAN, TREAS., E. C. T. C.:		
Berger Manufacturing Company.....	Roanoke, Va.....	\$ 250.00
Leonard-Peterson & Co.....	Chicago, Ill.....	5,019.25
Smith Electric Company.....	Greenville, N. C.....	142.44
Southern School Supply Co.....	Raleigh, N. C.....	883.63
Total per J. B. Spilman, Treasurer, records.....		6,295.32
Grand total Trade Creditors (To exhibit "A").....		\$ 50,354.91
BEAMAN, J. E. CONSTRUCTION CO., GENERAL CONT. (Exhibit "A").....		31,567.21
UNDERWOOD, H. A., ARCHITECT (Exhibit "A").....		8,505.89
Total including contractor & architect.....		\$ 90,428.01



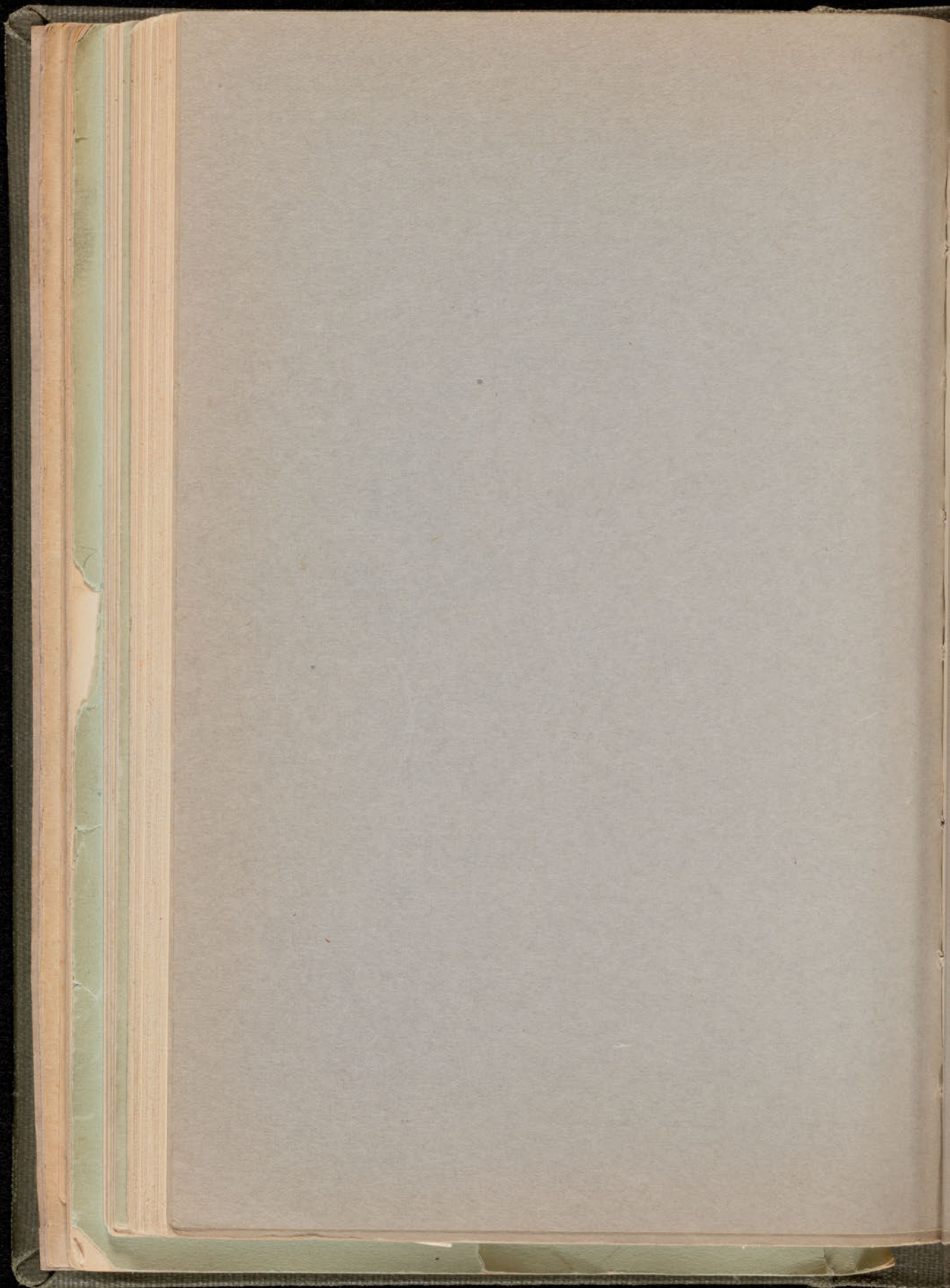




NINTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF
EAST CAROLINA
TEACHERS COLLEGE
GREENVILLE, N. C.



SEPTEMBER 1, 1924 TO AUGUST 31, 1926



NINTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF

East Carolina Teachers College

GREENVILLE, N. C.

SEPTEMBER 1, 1924, TO AUGUST 31, 1926

BOARD OF TRUSTEES

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WAYNE A. MITCHELL	Kinston, N. C.
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HENRY C. BRIDGERS	Tarboro, N. C.
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J. S. HARGETT	Trenton, N. C.
JAMES L. GRIFFIN	Pittsboro, N. C.
..... (To be filled)	

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A. T. ALLEN

State Superintendent of Public Instruction, Ex officio Chairman

LEON R. MEADOWS, *Secretary*

J. B. SPILMAN, *Treasurer*

EXECUTIVE COMMITTEE

A. T. ALLEN

To be filled

F. C. HARDING

BUILDING COMMITTEE

F. C. HARDING, *Chairman*

L. W. TUCKER

D. S. BOYKIN

ROBT. H. WRIGHT, *Secretary*

LETTER OF TRANSMITTAL

STATE DEPARTMENT OF EDUCATION

RALEIGH, N. C.

To His Excellency,
Governor ANGUS W. McLEAN,
Raleigh, N. C.

DEAR SIR:

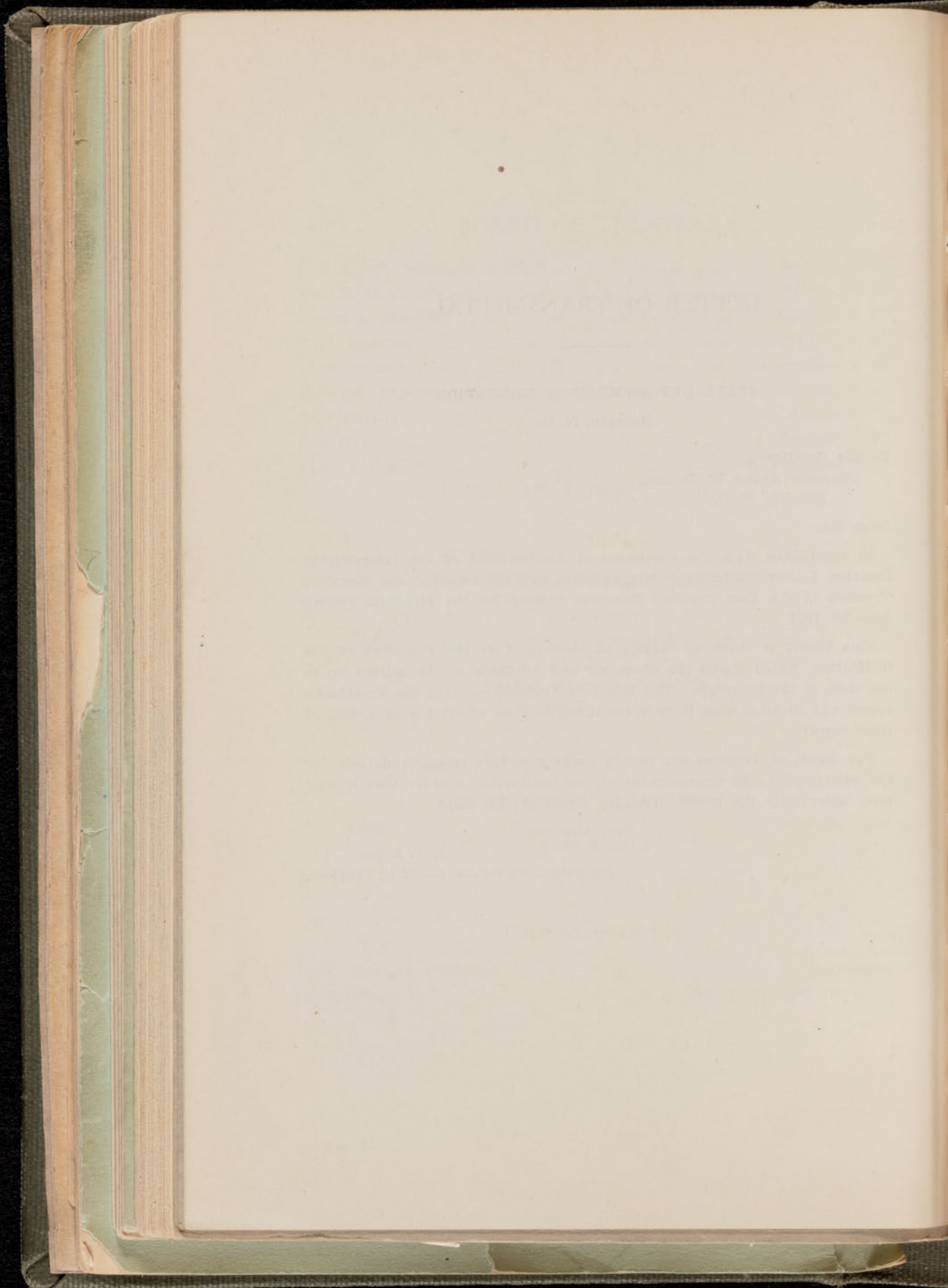
In accordance with the provisions of Section 5871 of the Consolidated Statutes, I have the honor to transmit herewith the report of the Board of Trustees of the East Carolina Teachers College for the biennium ending June 30, 1926.

This report is made up largely of the report of the President of the institution, which shows the operation and condition of the college up to the close of the biennium. The Board of Trustees received the President's report and directed that it be transmitted to your excellency as a part of their report.

The Board of Trustees are hereby making certain recommendations for the enlargement and improvement of the institution in order that it may meet more fully the teacher training needs of the State.

Very sincerely,

A. T. ALLEN,
Chairman, Ex Officio, Board of Trustees.



Renfrew Printing Company, Greenville, N. C.

Renfrew Printing Company, Greenville, N. C.

NINTH BIENNIAL REPORT
OF THE
PRESIDENT OF EAST CAROLINA
TEACHERS COLLEGE
TO THE
BOARD OF TRUSTEES

August 16, 1926.

This report covers the biennial period from September 1, 1924, to August 31, 1926, in all matters but finance. This is necessary to conform to the college year. The financial report conforms to the State year, and therefore covers a period from July 1, 1924, to June 30, 1926.

It is impossible to make our biennial reports conform to the legislative biennium, as the biennial period of the Legislature of 1925, for example does not end until June 30, 1927. Of necessity, therefore, our report must cover one year of the 1923 biennium and one year of the 1925 biennium.

BUILDING FUNDS

The Legislature of 1925 appropriated \$250,000 for permanent improvements. These funds were used to erect the campus building and, in part, to furnish the same. The contracts for this were let by competitive bids as follows:

- (a) General contract for construction to the J. E. Beaman Construction Company, Raleigh, North Carolina, for \$211,594.01.
- (b) Heating contract to the Dermott Heating Company, Durham, North Carolina, for \$17,110.82.
- (c) Plumbing contract to W. O. Mitcham, Goldsboro, North Carolina, for \$4,000.

Total amount of extras allowed on construction contract of general contractor \$1,373.18. Credits on light fixtures, \$200. The total extras, over and above credits, \$1,173.18. No extras were allowed on either of the other contracts.

Eleven hundred seats for the main auditorium have been purchased from the General Seating Company, Goldsboro, North Carolina, at \$3.30 each, total \$3,630.

The architect and engineer selected for this work was the H. A. Underwood Company of Raleigh. Total amount of fees for architect and engineer and for building inspection (the architect-engineer supplied at his expense an acceptable building inspector) \$8,920.41.

Balance of 1925 appropriation unallotted \$718.83.

PROGRAM FOR GROWTH

The program for growth will be found in the report of the building committee attached hereto as a part of this report. The estimates of your building committee are very conservative. If the next General Assembly does not appropriate a sum at least as large as the amount asked for in this report, \$1,035,005, it will be impossible to put this institution on an economical basis of operation. For example, we are operating two power plants at an annual cost of several thousand dollars more than operating one power plant would cost. Sometimes economy is expensive.

It will pay the State to make the total investment asked for in the report of the building committee, namely: \$2,135,091. This part of the report outlines the complete building program for an institution of 1,500 students. When this program is completed, the college should be able to turn back to the State annually at least five hundred well trained teachers.

STUDENT FACTS ABOUT THE COLLEGE

During the past two years we have had 2,712 students enrolled. This is an increase of 875 over the previous biennium. We have graduated from the two year normal course 402. This is an increase of 159 over the previous biennium. We have graduated from the four year course 47. This is an increase of 36 over the previous biennium. During this biennium the per capita cost to the State to keep a student in college has been as follows:

For 1924-25	\$164.63
For 1925-26	162.49
For biennium, 1924-26.....	163.56

This college has been in operation for seventeen years. Since students go out of the normal course at the end of two years, we have been sending out teachers for fifteen years. During this period we have given the two year diploma to 1,063. During the past year we sent a questionnaire card to these people, and we got reports from 694. The information thus received is quite interesting. It shows that each graduating class from 1911 to 1925 has some one still teaching. It also shows that 457 out of the 694 reporting taught school last year. Of these, twenty-one are doing high school work and the others are teaching in the grades. If we estimate the annual income at \$900 each, and it will average more than this amount, the earning capacity last year would be \$411,300. These 694 graduates have taught a total of 2,486 years. If the average salary were only \$900 the total earnings would be \$2,237,400. During this same period, counting by years the college has enrolled 11,033 students. As many of these drop out at the end of the first year and as some stay in college three or four years, I estimate that we have enrolled at least 5,500 individuals. Therefore, the earnings of all whom we have taught, must be at least five times as much as for those about whom we have accurate data. If this be true, then the total earnings of all who have attended this college up to 1925 will be \$11,187,000. This is a greater sum than the State appropriation for maintenance and for permanent improvements by \$7,746,303. This means that, as a business proposition, measured in the non-lucrative business of teaching, it has paid the State. These figures, perhaps, are erroneous because the earning capacity of a high school graduate is equivalent to the earning capacity of unskilled labor. Putting this figure at \$600 per year, the total earnings of those who have taken training at this college, over and above what the earnings would be as unskilled laborers, is \$3,729,000. Since it has cost the State \$2,027,697.12

to erect this plant, and since it has cost the State \$1,413,000 to maintain this plant, the teachers have earned \$288,302.88 more than the total amount spent by the State for the college at this place. But the real value of the college can never be measured by the dollar mark. The chief returns to the State from a teachers college are to be found in an improved citizenship brought about by efficient teaching in the public schools of our State.

It is manifest to every thinking person that we are in the midst of a great change in the structure of human society, and what the outcome will be no one has been able to forecast. The youth of today will no longer accept the traditions of yesterday. The youth of today is seeking for light through education as he has never sought it before.

One cold winter when I was living in Baltimore I saw the harbor frozen up tight. I saw an ice boat slowly making its way up the channel into the harbor, and literally smashing the ice into small fragments. This kept up until the ice bound boats in the harbor were liberated. Then pilot tug after pilot tug led the big ships out into the open water. I sometimes think civilization was frozen over by the chill of tradition until youth could not move from its moorings, and then the Great World War came and smashed all of civilization's traditions, thus liberating youth. Education stands by as the pilot tug to direct youth through the narrow channels of early life and into the open waters of maturity. Shall we supply sufficient pilot boats for our children? It is interesting to remember that it was in Baltimore that Key wrote the "Star Spangled Banner." Shall we let it continue to wave over the "land of the free and the home of the brave"? If so, we must have pilot boats of education for our sons and daughters—some one to guide the youth from the home moorings through the dangerous channels of early life, out into the open waters of maturity.

Already we have refused 722 applicants for the college year 1926-27. Will these ships get safely into the waters of maturity, or will some of them be grounded in youth's channel, thus blocking the way for others until human society can remove the derelicts of wasted lives? Every tug boat must have a pilot at the wheel who knows the channel. This college is North Carolina's school for the training of these pilots—those who are to lead the youth of today safely into mature lives. Shall the college be made large enough to meet our most urgent need, or shall the State wait until the channel is blocked with the wrecks of our youth? A part of the responsibility rests upon you and upon me. The major portion will rest upon the next General Assembly.

WHAT ARE THE CONDITIONS?

North Carolina annually needs two thousand teachers for replacements and additions. During the school year 1925-26 normal schools and colleges in North Carolina turned out 471 teachers with two years of specific training for work in the grades. This is twenty-three and one-half per cent of our annual needs. The State Department of Certification informs us that from thirty to fifty per cent of our teachers with pre-service training, having one or more years beyond high school graduation, come to us from outside the State. The other twenty-six to forty-six per cent have little or no training. We cannot educate our children without trained teachers. *North Carolina Must Make the Necessary Provision to Train Enough Teachers to Man the Public Schools.*

MAINTENANCE NEEDS FOR 1927-29

Assuming that the next General Assembly will appropriate at least enough to enable us to increase our student enrollment by three hundred students, the State appropriation for maintenance should be as follows:

For 1927-28—

Library	\$ 10,000.00
Other maintenance	193,250.00
Total	\$203,250.00

For 1928-29—

Library	\$ 10,000.00
Other maintenance	\$240,350.00
Total	\$250,350.00

EXPLANATION OF MAINTENANCE NEEDS

(a) *Library.* We have one of the best arranged library buildings I have ever seen. This building cost the State something over \$100,000. We have in it only a few thousand volumes, not one-tenth of our urgent needs. We requested the General Assembly of 1925 for an appropriation of \$20,000 for books and periodicals. So far, we have spent only \$1,473.19 for this purpose. Unfortunately the records of the Appropriations committee do not show that we can spend any definite amount for the library. It was our purpose, when the figures were being made for the maintenance appropriation, to set aside at least \$5,000 a year for the library, but this fact did not get into the record. We must have more books and periodicals in our library. Let me urge that the appropriation for the library be made at least \$10,000 a year; otherwise, the college can not hope to retain its rank as an A Grade teachers college in the American Association of Teachers Colleges. Furthermore, it can not hope to be accepted as an A Grade teachers college in the Southern Association of Colleges and Preparatory Schools. In other words, our rating with the standardizing agencies is being jeopardized because of a lack of volumes in our library. Let me say, however, that the main thing is not our rating. The fact is that we are not able to provide for the students the reference books and periodicals they have a right to expect us to provide in a teachers college of this type.

(b) *Other Maintenance.* For a number of years I have been convinced that we need a very definite definition of the term Maintenance as applied to the State appropriation for maintenance. In this college just what should the maintenance appropriation take care of? Section 19 of the Executive Budget Act makes it imperative that we have this definition. This section provides that "All unexpended appropriations shall revert to the State Treasury to the credit of the General Fund at the close of the biennial fiscal period." During the past year we have been spending all receipts from all other sources before we called upon the State for any of the maintenance appropriation. Several years ago the State worked out a system of books to be kept by the college. We followed this system of bookkeeping and the State sent an auditor to audit our books. This auditor charged to the State's maintenance appropriation all of the expenses incurred on account of—

- (a) Office and administration
- (b) Care of buildings and grounds
- (c) Instructional, and

One-half (d) heat, light, power and water (our power plant charges). This might be interpreted as an official ruling as to the maintenance appropriation. I believe fairness to the State appropriation and justice to the students would be obtained if the maintenance appropriation took care of all of (a) office and administration; (b) instructional; one-half of (c) heat, light, power and water (our power plant charge); and one-half of (d) care of buildings and grounds. The receipts for tuition should be added to the maintenance appropriation and other receipts should go to the function collecting them. If the 1925-26 expenditures are worked out on his basis the maintenance appropriation received from the State should have been \$147,131. This is on the assumption that we spend only \$5,000 for books when we wanted to spend \$10,000. As a matter of fact, we have drawn from the State appropriation \$131,722. We have at the end of the fiscal year \$10,777. Worked out on this basis, we have collected from students \$22,658 more than we have charged back to the functions that should be taken care of by student charges and we have used \$11,881 of the money received from the student charges for the functions that should be taken care of by the maintenance appropriation.

The appropriation for maintenance should never be used to take care of those functions that clearly belong under the head of Student Charges. On the other hand, the student charges, other than for tuition, should be used only for the function for which the charges are made. If by rigid economy the administration of the college can save to the State a part of the appropriation for maintenance, this appropriation should revert to the State Treasury at the end of the biennium. If by rigid economy the administration of the college can secure a surplus from the fees charged to students, other than tuition, this surplus should not revert to the State Treasury, but should be left in the college treasury to be used by the board of trustees in whatever way they may deem best for the best interests of the students. There should be some official designation or ruling covering the functions for which the State appropriation for maintenance is to provide. When this is done the accounts of the college can be kept in such a way as to insure the State that its maintenance appropriation will be used exclusively for the purposes for which the appropriation is made.

I have worked out the maintenance appropriation for the biennium 1927-29 on the assumption that the maintenance appropriation should take care of all the charges for office and administration; all of the Charges for instructional purposes; one-half of the charges for the power plant (heat, light, power, and water); and one-half of the charges for the care of the buildings and grounds. This is several thousand dollars more liberal toward the State's appropriation for maintenance than the distribution made by the State's auditor. Under this distribution "Other Maintenance" will be as follows:

For 1927-28—

Office and administration.....	\$ 39,500.00
Heat, light, power and water (power plant).....	14,750.00
Care of buildings and grounds.....	9,000.00
Instructional	130,000.00
Total	<u>\$193,250.00</u>

For 1928-29—

Office and administration.....	\$ 46,000.00
Heat, light, power and water (power plant).....	14,750.00
Care of buildings and grounds.....	10,000.00
Instructional	169,600.00
Total	<u>\$240,350.00</u>

YOUNG WOMEN'S CHRISTIAN ASSOCIATION

The Young Women's Christian Association has been a most efficient organization in the college and has exerted a wonderful influence for good among the students. The Y. W. C. A. is the center of the spiritual life of the institution. During the year 1925-26 they have erected a hut on the college campus and have given the same to the college.

GIFTS

During this biennial period we have received the following gifts:

Senior Normal Class of 1925—for campus seats.....	\$ 244.25
Senior Class of 1926—clock for library.....	225.00
Masonic Loan Fund.....	1,000.00
Poe Literary Society—tennis courts.....	150.00
Y. W. C. A. Hut, valued at.....	1,494.22
Alumnæ Association—Wilson Pergola.....	754.65
Lida Hill Meadows Scholarship (Given by Leon R. Meadows).....	1,000.00
The Helen Sharples Andrews Scholarships (Given by A. B. Andrews)	1,666.66
Total	<u>\$6,534.78</u>

I wish to thank our many friends for their interest in our college. It is quite gratifying to me as President of the college to note that the institution is growing in public favor. We belong to the public and it is our earnest desire to live up to the motto of the college—"To Serve"—and be of real service to our State.

Respectfully submitted,

ROBERT H. WRIGHT.

REPORT OF THE BUILDING COMMITTEE

TO THE

BOARD OF TRUSTEES

OF

EAST CAROLINA TEACHERS COLLEGE

August 13, 1926.

Your building committee, following your instructions "To make a real study of the condition of the buildings and the building needs of the institution and report at the next meeting of the board," submit the following report:

We first made a careful study of the building program as outlined in the Eighth Biennial Report of the Board of Trustees. We met February 10, 1926, at the college and inspected the plant, going through the buildings and over the grounds. We made a study of the needs of the institution for enlargement.

We believe it is not best for an institution to grow too rapidly. Therefore, we think the State should adopt a building program for this college that will give the institution an increase of approximately three hundred students annually until the Student enrollment reaches 1,500.*

The present enrollment is 729; 486 of these are housed in the college. If the increase is approximately three hundred per year for three years, the college will then be as large as it should be built until the town of Greenville can furnish greater school facilities for observation and practice teaching.

The amount necessary to enlarge the college sufficiently to admit 300 additional students is found in the following tabulation:

<i>Item</i>	<i>Cost</i>
1. Fire-proof West Dormitory	\$ 54,208.00
2. Fire-proof East Dormitory.....	37,222.00
3. Build dining-room, one unit, and kitchen.....	150,664.00
4. Central power plant, laundry, and equipment.....	150,000.00
5. Infirmary	100,000.00
6. Model School	145,000.00
7. Gymnasium	126,500.00
8. Complete basement to teachers dormitory and library.....	25,000.00
9. Walks, roadways, and grading.....	10,000.00
10. Fire-proof administration building.....	96,411.00
11. One-half classroom building.....	130,000.00
12. Furnish parlors in present dormitories and furniture for campus building	10,000.00
 Total	 \$1,035,005.00

* See Appendix A.

EXPLANATION BY ITEMS

Items 1 and 2. These dormitories can be used without being made fire-proof. It is necessary, however, to spend several thousand dollars on them before they are used. It will be economy to fire-proof them, thus making these dormitories like the others and preventing us from being forced to place different charges for living in different dormitories. This would enable us to provide for 780 students in the college dormitories.

Item 3. The plan for a central kitchen with three dining-rooms large enough to accommodate 500 students each makes it necessary to build the kitchen large enough to accommodate all of the dining room units that will ever be built around it. The present dining-room will accommodate 500 students. It will be necessary, therefore, to build only one additional dining-room with one cloak room. The college can not take any more students than it is now taking until the dining-room and kitchen facilities are enlarged.

Item 4. At present the college is operating two power plants. The old power plant is on ground too high to get the returns from the radiators by gravity. The location of the new power plant is at a point sufficiently low for the condensation from radiators to be returned to the power plant by gravity. The operation of the two power plants is expensive, costing this year several thousand dollars more than operating one power plant would cost. The present laundry is too small for the present student enrollment. The laundry, of necessity, must be adjoining the power plant. If the student enrollment is increased without enlarging the laundry it will be necessary to run a night shift to do the work.

Item 5. The location of the present infirmary is bad. It is too close to the dining-room and kitchen. The infirmary itself is too small. If used, it must be completely overhauled. The present building is needed for use by those who manage the dining room and for other people who work at the college. If the student enrollment is increased it is imperative that we erect a new infirmary.

Item 6. The present facilities for observation and practice teaching are so limited that the college has erected a temporary building on the grounds of the Model School. We can not enlarge the student body without increasing the facilities for observation and practice teaching.

Item 7.—Gymnasium. The present student life building is only a part of the building as planned. To the east of the part now erected is to be built a gymnasium. The college needs a gymnasium very much.

Item 8. The basement to the teachers dormitory is planned for a dining-room and kitchen for teachers. This should be completed. Under the library a basement is planned for receiving packages and unpacking them, also for janitor's supplies. The work in both of these basements should be done.

Item 9. In rainy weather it is difficult to get to and from some of the new buildings. It is necessary to build some roadways, and it will be necessary to grade the grounds before the roadways can be built. Board walks are unsightly and expensive. We should have concrete walks from building to building.

Item 10. So far, the college has been fortunate enough to keep all of its records from the beginning of the institution. If we should have a fire in the administration building, practically all of the student records would be destroyed, and these, of course, could never be replaced. The present administration building is one-third fire-proof and two-thirds of very inflammable material. The offices and records are in the latter part. Plastering is falling all about in this part of the building and settlement is producing

cracks of such a nature that it is necessary to completely overhaul this part of the building, and it should be made of fire-proof construction. Temporary classrooms can be provided in the campus building while the work is being done.

Item 11. If one-half of the new classroom building could be erected at this time, the college would have a complete working unit for an enrollment of nine hundred to one thousand students, and could be operated on a very economical basis. This building is so planned that it can be built in units, one-quarter of the building at a time, though it would be advantageous and economical at this time to erect one-half of the building. In this building should be housed the work in home economics and science. Provision can not be made for this work with less than one-half of the building.

Item 12. The parlors in the dormitories have never been furnished. This has been allowed to go entirely too long. The appropriation for the campus building was not sufficient to enable us to furnish this building. We have the building without any equipment to use it.

With the exception of the work on the grounds, completing the basement of the new library building, and Item 12, all of the other items are dependent the one upon the other in just such a way that no enlargement of the student body can be made without putting in all of these items. If the dining-room is enlarged, then the dormitories must be overhauled. This means that we must have a larger laundry and a larger infirmary, more facilities for practice teaching, observation, etc. We do not know any item that we can eliminate if we increase the student enrollment.

We recommend that you urge the Legislature of 1927 to appropriate \$1,035,005, the amount necessary to complete the first unit of enlargement. If this is done, the second and third units can be completed at a much smaller per capita cost.

SECOND UNIT OF ENLARGEMENT

The second unit of two hundred and seventy-six students can be provided for by erecting an additional unit to the dining-room, one dormitory, and one additional unit to the new classroom building. A part of the mechanical equipment for the central power plant will have to be purchased. The estimated cost of these items is \$324,336.

THIRD UNIT OF ENLARGEMENT

The third unit of four hundred and fifty-two students can be provided for at an expenditure of \$785,750.

Respectfully submitted,

F. C. HARDING, *Chairman,*

D. S. BOYKIN,

L. W. TUCKER,

ROBERT H. WRIGHT, *Secretary,*
Committee.

APPENDIX A

To make the college large enough to accommodate a student enrollment of 1,500, it will be necessary to do the following things:

<i>Item</i>	<i>Estimated Cost</i>
1. Build three more dormitories (828) students.....	\$ 750,000.00
2. Build another classroom building.....	260,000.00
3. Build a new kitchen and two dining-room units to accommo- date 500 students each.....	210,000.00
4. Build a central power plant and laundry.....	179,000.00
5. Build a new infirmary.....	160,000.00
6. Add to the present Model School.....	145,000.00
7. Add a gymnasium to the present Campus Building.....	126,500.00
8. Fireproof the East and West Dormitories.....	91,430.00
9. Fireproof the present Administration Building.....	96,411.00
10. Construct roadways, grade the grounds, lay walks and install campus lights	16,750.00
11. Build a basement under the library, complete the dining- room and kitchen in the teachers' dormitory, fire-proof infirmary, and complete teachers' dormitory.....	65,000.00
12. Build an athletic field	25,000.00
13. Furnish parlors in present dormitories and furniture for the Campus Building	10,000.00
Estimated cost of these items.....	\$2,135,091.00

The amount requested of the General Assembly of 1927 is included in the above.

APPENDIX B

SUMMARY STATEMENT

EAST CAROLINA TEACHERS COLLEGE

RECEIPTS AND DISBURSEMENTS FOR THE FISCAL YEARS

1924-1925 AND 1925-1926

1924-1925

RECEIPTS

July 1, 1924—Balance	\$ 11,076.32
State Appropriation Maintenance	135,000.00
Students and Sundry Sources	138,023.93

\$282,600.25

DISBURSEMENTS

Office and administration	\$ 23,469.92
Subsistence	66,775.62
Housekeeping	8,475.49
Laundering	12,174.85
Medical and surgical care	1,519.90
Nursing and attendance	1,959.18
Heat, light, power and water	28,837.84
Care of buildings and grounds	14,037.63
Instructional	100,430.66
Recreational	331.80
Agricultural	2,192.51

Total disbursements	\$260,205.40
Balance, June 30, 1925	22,394.85

\$282,600.25

1925-1926

RECEIPTS

State appropriation	\$131,722.71
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Students and sundry sources:

Balance, July 1, 1925	\$ 22,394.85
Receipts to June 30, 1926	153,939.60

\$176,334.45

Less receipts reserved for Summer term 1926	22,980.74
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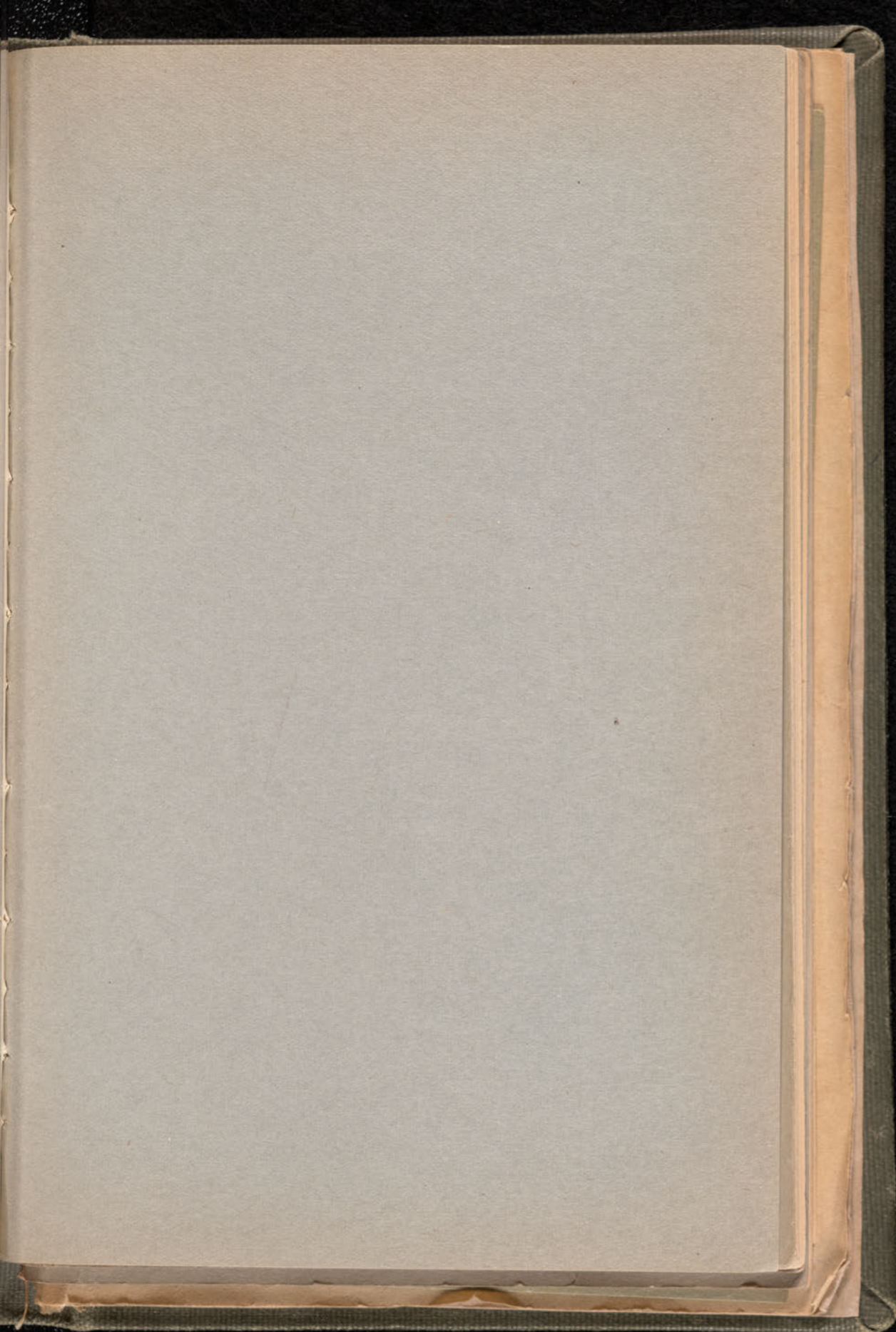
153,353.41

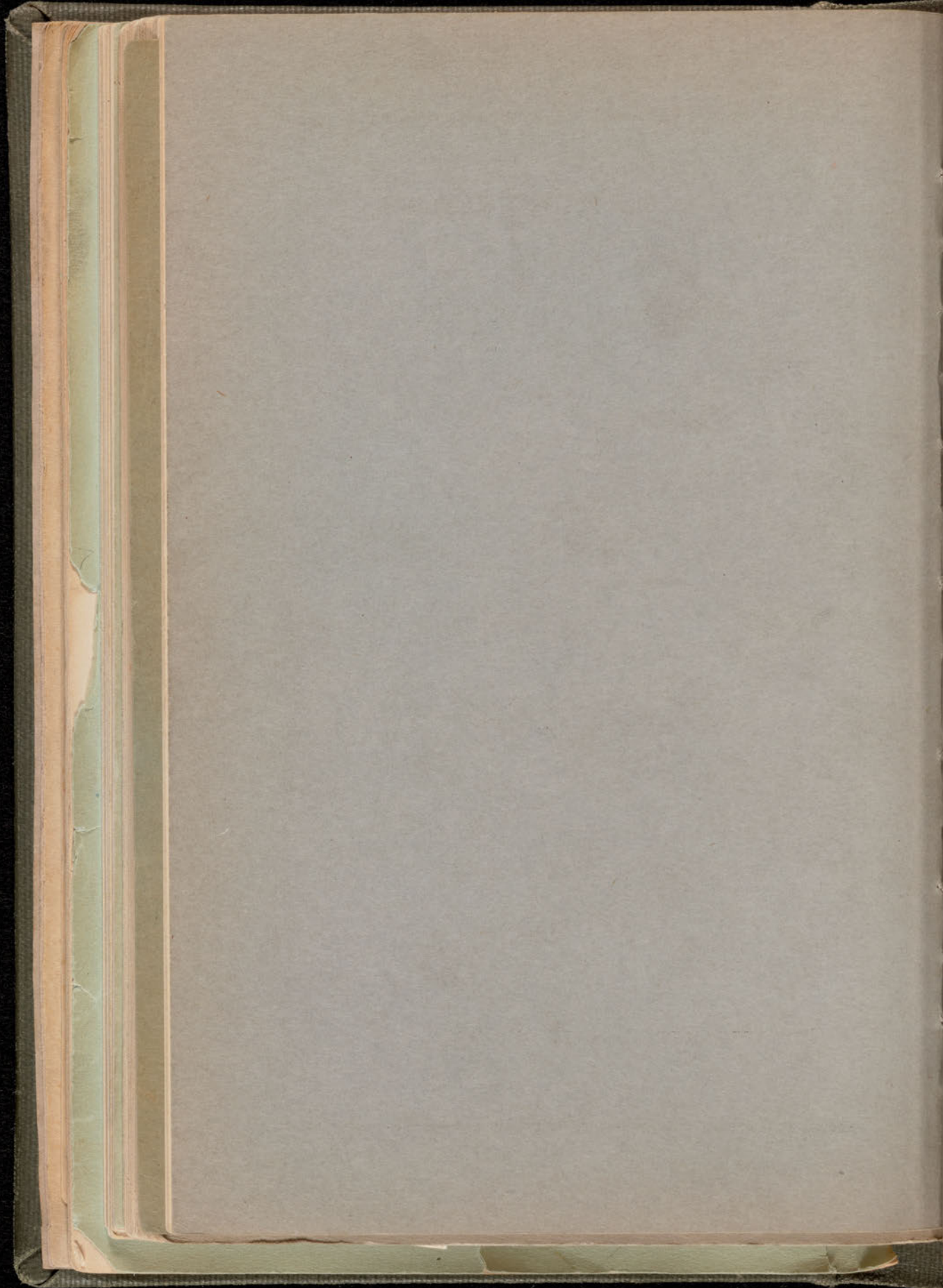
Total receipts	\$285,076.42
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DISBURSEMENTS

Office and administration	\$ 28,238.95
Subsistence	77,402.02
Housekeeping	8,603.62
Laundering	13,424.92
Medical and surgical care	1,207.34
Nursing and attendance	1,416.72
Heat, light, power and water	28,845.02
Care of buildings and grounds	16,697.83
Instructional	106,902.55
Recreational
Agricultural	2,337.45
Total disbursements	\$285,076.42

J. B. SPILMAN, *Treasurer.*

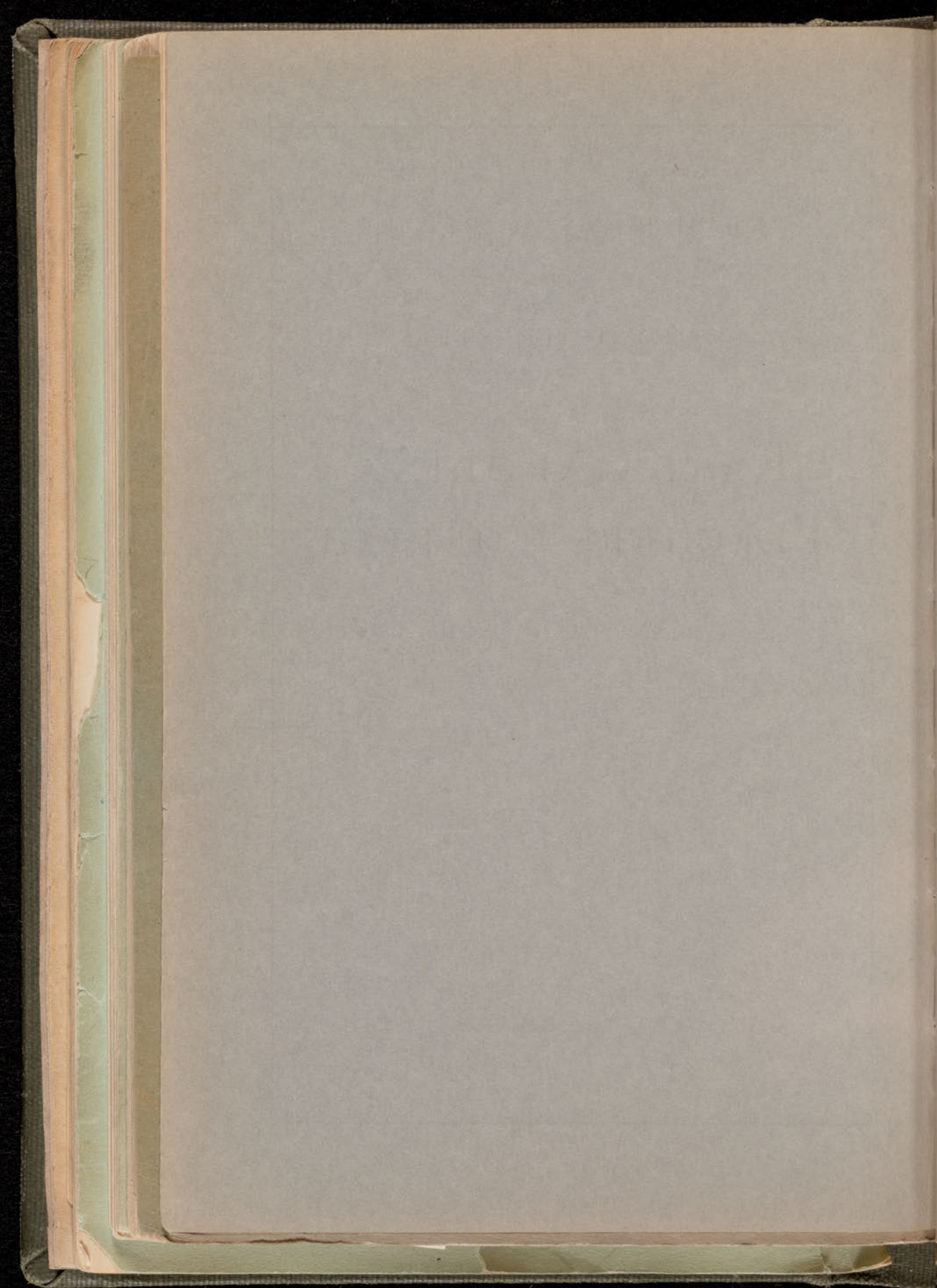


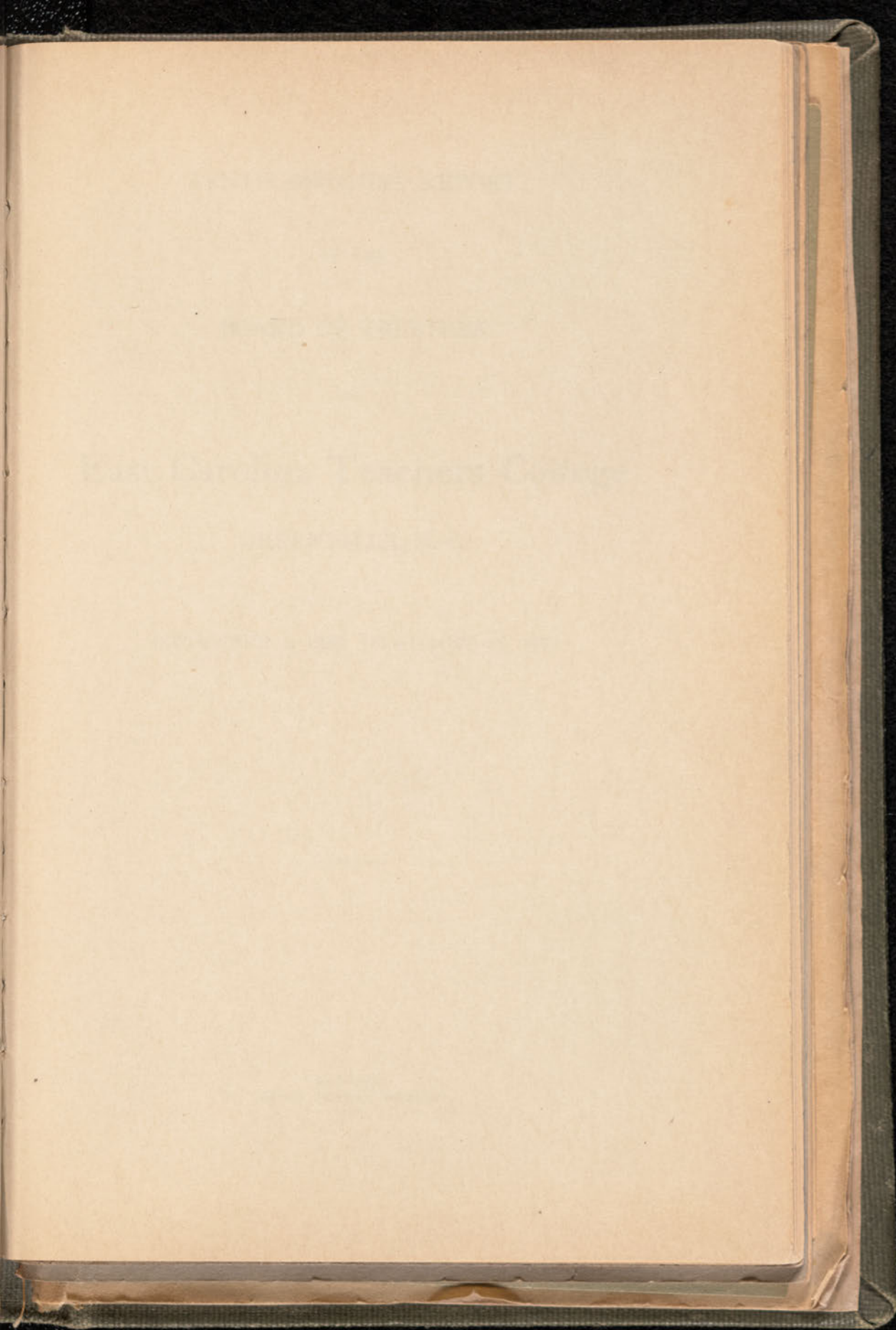


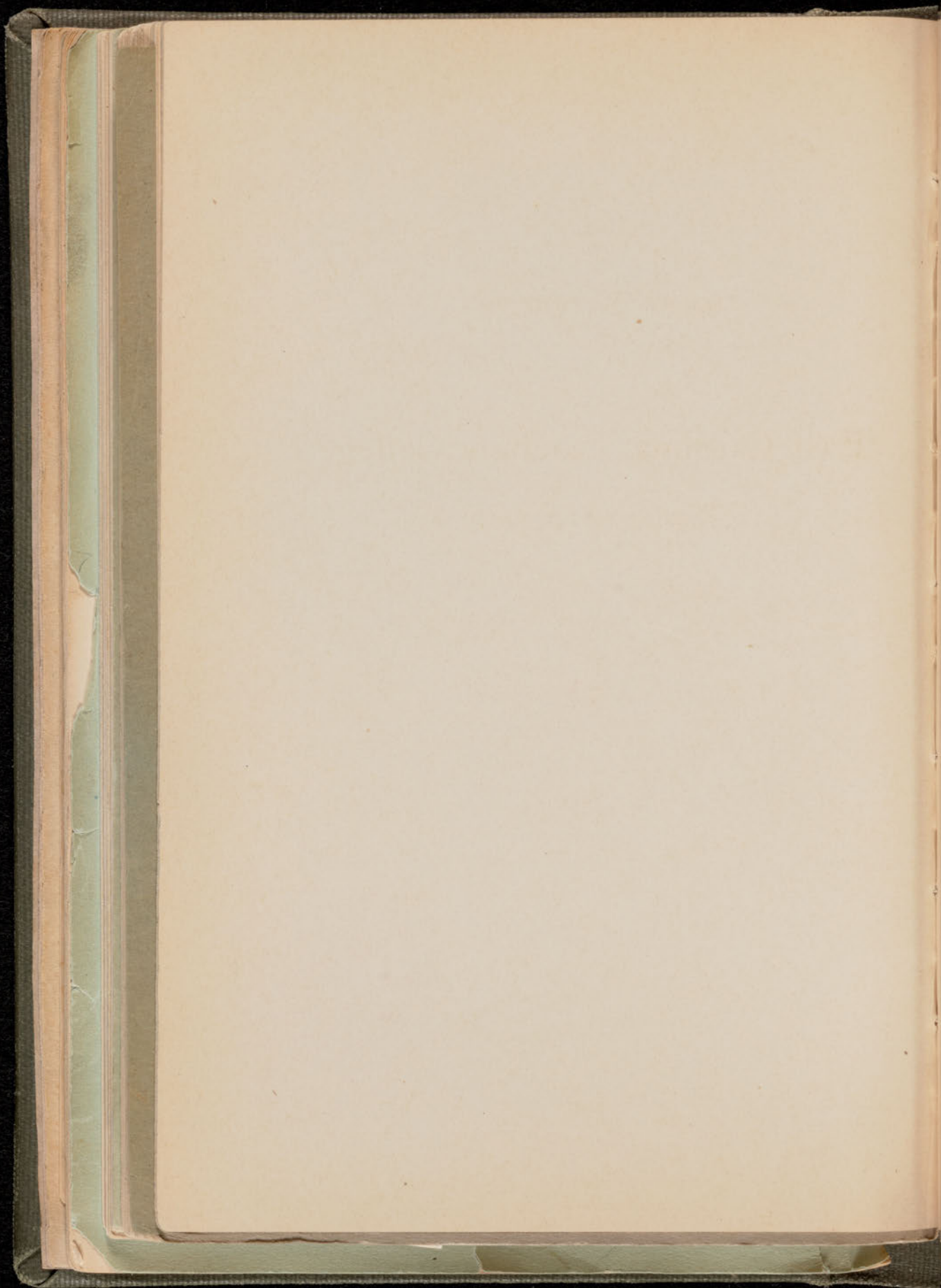
TENTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF
EAST CAROLINA
TEACHERS COLLEGE
GREENVILLE, N. C.



SEPTEMBER 1, 1926, TO AUGUST 31, 1928







TENTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF

East Carolina Teachers College

GREENVILLE, N. C.

SEPTEMBER 1, 1926, TO AUGUST 31, 1928

RALEIGH
BYNUM PRINTING COMPANY
1928

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LETTER OF TRANSMITTAL

STATE DEPARTMENT OF EDUCATION

RALEIGH, N. C.

To His Excellency,

Governor ANGUS W. McLEAN,

RALEIGH, N. C.

DEAR SIR:

In compliance with Section 5871 of the Consolidated Statutes, I have the honor to transmit herewith the report of the Board of Trustees of the East Carolina Teachers College for the biennium ending June 30, 1928.

This report is made up of the report of the President of the institution which was received and accepted by the Board of Trustees. There is also included in this report the activities of the Building Committee as reported by them to the full Board. The report of the Building Committee was also accepted and approved.

The Building Committee at the beginning of the biennium was authorized by the full Board to work out a general plan for the enlargement of the institution. The report of the Building Committee on this phase of the work with the approval of the full Board is included in this report.

It is the desire of the Board that the audit of the financial transactions for the biennium including both the maintenance and the permanent improvement funds be also included.

Yours very sincerely,

A. T. ALLEN,

Chairman, Ex Officio, Board of Trustees.

LETTER OF TRANSMITTAL

STATE OF NEW YORK

January 1, 1881

My dear Sir,

I have the honor to acknowledge the receipt of your letter of the 27th inst. in relation to the matter of the proposed amendment to the Constitution of the State of New York, and in reply to inform you that the same has been forwarded to the proper authorities for their consideration.

The subject of the proposed amendment is one of great importance, and it is the duty of the Legislature to give it the most careful consideration. It is the hope of the undersigned that the same will be favorably received by the Legislature, and that it will be adopted by the people of the State.

I am, Sir, very respectfully,
Your obedient servant,
J. J. [Signature]

J. J. [Signature]
[Address]

TENTH BIENNIAL REPORT
OF THE
PRESIDENT OF EAST CAROLINA
TEACHERS COLLEGE
TO THE
BOARD OF TRUSTEES

August 16, 1928.

This report covers the biennial period from September 1, 1926, to August 31, 1928, in all matters but finance. This is necessary to conform to the college year. The financial report conforms to the State year, and therefore covers the period from July 1, 1926, to June 30, 1928.

It is impossible to make our biennial reports conform to the legislative biennium, as the biennial period of the Legislature of 1927, for example, does not end until June 30, 1929. Of necessity, therefore, our report must cover one year of the 1925 biennium and one year of the 1927 biennium.

ORGANIZATION

During this biennium we have almost completed under ten functions the organization of the college as outlined four years ago; Namely: (1) Office and Administration; (2) Subsistence; (3) Housekeeping; (4) Laundering; (5) Medical and Surgical Care; (6) Nursing and Attendance; (7) Light, Heat, Power and Water; (8) Care of Buildings and Grounds; (9) Library; (10) Instruction.

Under *Office and Administration* Mr. Howard J. McGinnis has been made registrar and has given one year's work to this office. His report, attached hereto, gives considerable information with reference to student enrollment, instruction, and graduates. It may be of interest to you to know that the enrollment for the college year 1928-29 was completed by January 1, 1928, and this was made on the basis of taking 300 students more than we took a year ago.

The following data will be of interest to you: This summer we have 43 students who were previously graduated from the two-year course and are now working toward their Bachelor's degrees. Sixty-eight counties are represented in the student body, and students are enrolled this summer from 34 different colleges. Fifty-four different occupations are represented in the homes from which students come. Three hundred seventy-three students are from the homes of farmers and the next highest number, 40, are from the homes of merchants. During the school year, 1927-28, 81 students who were in attendance in the college in 1926-27, but who were not graduated, taught in the public schools of our State. This shows that many superintendents are employing teachers who hold the lower grade certificates.

Under the function *Instruction* the college is divided into fourteen departments, and each department has a director of instruction. The departments

are: (1) Administration and Supervision; (2) Education and Psychology; (3) English; (4) Geography and Agriculture; (5) History; (6) Home Economics; (7) Industrial Art; (8) Language; (9) Mathematics; (10) Music; (11) Public School Music; (12) Physical Education; (13) Science; (14) Sociology, Economics, and Government.

STUDENT FACTS

During the past two years we have had 2,927 students enrolled. This is an increase of 215 over the previous biennium. We have graduated from the two-year normal course 433 students. This is an increase of 31 over the previous biennium. We have graduated from the four-year course 93 students. This is an increase of 46 over the previous biennium.

GENERAL INFORMATION

Two years ago the college did not have a Ph.D. on its faculty. Today we have four, and three other members of our faculty have done practically all of the work for the Doctor's degree.

Last December when the Association of Colleges and Secondary Schools of the Southern States met in Jacksonville, Florida, our college was admitted to full membership in this association. The college was also inspected by a representative from the American Association of Teachers Colleges and was given the highest rating. This recognition from these two standardizing agencies means that in the future any A.B. graduate from East Carolina Teachers College is eligible to do graduate work in any of the graduate schools in our country. In fact, we now have a faculty sufficiently equipped to justify the college in doing graduate work whenever such work becomes necessary to meet the needs of the public schools of our State.

Two years ago we estimated our maintenance needs for the year 1927-28 at \$193,250.00. The General Assembly appropriated \$165,000.00. Our estimate for instructional purposes was \$130,000.00, and we actually spent \$137,854.11 for this purpose. After the General Assembly adjourned we requested the Budget Commission to allow us to raise the student charges and apply this increased income to our instructional needs. This request was granted. The Board raised the charges \$20.00 a year; *i. e.* \$5.00 a quarter. It also raised the charges for living expenses of the teachers.

TREASURER'S REPORT

The treasurer's report shows that we received \$17,690.78 more from students and teachers in 1927-28 than in 1926-27. As we spent all of our money from student receipts before we spent any of the State appropriation, in 1927-28 we spent \$1,632.04 less from the maintenance appropriation than we did in the previous year. The students paid this. The students the last year of this biennium paid all of the expenses for operating the dining room, dormitories, laundry, infirmary, power plant, care of buildings and grounds, and \$15,466.46 on instructional charges.

Under *Buildings and Grounds* the students took care of such items as personal service, plumbing supplies, repairs to sewers, drains, roads, walks, buildings, equipment, and all of the insurance on the plant. Under *Instructional* they took care of all the minor instructional charges other than teachers' salaries, and paid one-half of the salaries of those working in the library. In other words, the fees from the students took care of all of the expenses of the institution except *Administration* and *Instruction*, and paid \$15,466.46 of the instructional charges.

TENTH BIENNIAL REPORT

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MAINTENANCE FOR 1929-1931

We have made a careful study of the needs for maintenance for the next two years, and I am sure that our estimate is the minimum. If this is cut we shall be forced to curtail the operation of the college.

1929-30	\$281,735.00
1930-31	300,460.00
Total.....	\$582,195.00

ENLARGEMENT PROGRAM

At a meeting of the Board of Trustees on December 15, 1927, the Building Committee was instructed to work out a program for the enlargement of the institution to take care of 1,500 students. The architect was requested to make a careful study of the building needs of the institution. This he did, working with the secretary of the Building Committee. The Building Committee studied carefully the report of the architect, made certain modifications, and submitted the following report to the Board of Trustees:

ESTIMATED COST OF BUILDINGS, EQUIPMENT AND DRIVEWAYS NECESSARY FOR THE ACCOMMODATION OF FIFTEEN HUNDRED STUDENTS

Item	Kind of Building	Cu. Ft.	No. Rooms	Cost	Equipment	Total
1	Two Dormitories (3 stories).....	1,231,000	276	\$384,000.00	\$ 30,000.00	\$ 414,000.00
2	Gymnasium.....	635,000		140,000.00	8,000.00	148,000.00
3	Furniture and Equipment, Community Building.....				15,000.00	15,000.00
4	Classroom Building.....	1,200,000	60	300,000.00	10,000.00	310,000.00
5	Dining Room Unit.....	150,000	500 seats	30,000.00	3,500.00	33,500.00
6	Infirmery.....	350,000	98 beds	122,500.00	10,000.00	132,500.00
7	Administration Building (new)....	168,750		50,625.00	9,375.00	60,000.00
8	Renovating Present Administration Building.....	990,000		60,000.00		60,000.00
9	Teachers' Dormitory, Completing Building.....					45,000.00
10	Library (cement floor, elevator, toilets).....					5,000.00
11	Training School.....	1,000,000	22	250,000.00	10,000.00	260,000.00
12	Driveways and Grounds.....	20,000 (sq. yd.)		40,000.00	5,000 (plants)	45,000.00
13	Power Plant Equipment.....					25,000.00
	Total.....					\$1,553,000.00

This report was adopted by unanimous vote of the Board of Trustees at its meeting on March 8, 1928.

Explanation by items:

Item 1. Two Dormitories: This item really needs no explanation.

Item 2. Gymnasium: When the present community building was erected piles were driven for a gymnasium to be attached to this building, making the gymnasium an integral part of the community building. We have a college that will enroll 1,000 students next year, and we have a number of students annually who want to specialize in physical education that they may teach this subject in the public schools, yet our college does not have a gymnasium and, therefore, cannot offer these courses. It is imperative that this building be erected. At present we are using the large auditorium in the campus building as a gymnasium.

Item 3. Furniture and Equipment for Community Building: If the student enrollment is increased above what it will be next year, we shall be forced to use the main auditorium in the community building for our chapel exercises. At present we have only 1,100 seats in this auditorium, and it will accommodate 2,500. It is not furnished at all other than the 1,100 seats. The stage is not equipped. The reception rooms are bare. It will take at least \$15,000 to make this building usable.

Item 4. Class-room Building: Next year we will have a number of teachers without class rooms. It is imperative that a class-room building be erected if the college is to do efficient work. Our present provision for the science department and the home economics department is totally inadequate. We must have additional class-room facilities if we are to do efficient work.

Item 5. Dining-room Unit: If we take the students to live in the college we must feed them, and this cannot be done without an additional dining-room unit.

Item 6. Infirmary: The present infirmary is totally inadequate for the present needs of the college. It was not large enough for a dormitory capacity of 500 students, and now we have 800 students. At present it is only about one-third as large as we need. The location of this building is bad. It will be economy to build a new one, and it is imperative that we have larger facilities to take care of the sick. At present any kind of epidemic in the college may mean that we shall be forced to suspend operations.

Items 7 and 8. Administration Building (New) and Renovating Present Administration Building: The architect made a careful study of the present administration building with a view to making it fire-proof to protect the records of the college and with a view to converting certain sections of it into offices for the administration of the college. After making this study he was of the opinion that it would be more economical for the State to build a new fire-proof administration building, this building to be used only for administrative purposes. Unquestionably this is the best thing to do for the operation of the college. The present administration building, according to the architect, could be overhauled in a manner similar to the way in which the two dormitories have been renovated. It is impossible to build efficient offices in the present building. Therefore, from the standpoint of economy and from the standpoint of efficiency this change should be made, and a new building should be erected at the earliest possible date.

Item 9. Teachers' Dormitory: The present teachers' dormitory, Ragsdale Hall, is not large enough to accommodate the women teachers we shall need when the college has an enrollment of 1,500 students. This building, as it stands now, is only a part of the completed plan. It should be finished. In Greenville it is necessary that the college provide living quarters for the women teachers, as they cannot find accommodations in the town anywhere near the college. In the basement of the west wing of this building is to be a dining room and kitchen. It is already fixed except pouring the floor, running the partitions, and putting in the equipment.

Item 10. Library (Cement Floor, Elevator, Toilets): This is a small item, but it is very much needed for efficient work in the library.

Item 11. Training School: Out of the 1927 appropriation the college was able to erect one unit of the new training school. A teachers college to do efficient work must have on the campus a school for observation and student participation purposes. Teachers cannot be trained without a good campus training school. There is no way around this. The need is imperative.

Item 12. Driveways and Grounds: A drive through the campus will convince any one of the needs of this item.

Item 13. Power Plant Equipment: If the plant is enlarged it is imperative that the power plant have additional equipment; otherwise the buildings cannot be lighted and heated.

PERMANENT IMPROVEMENT APPROPRIATION OF 1927

The General Assembly of 1927 appropriated \$400,000 for the enlargement of the institution to take 300 additional students. This appropriation has been used to renovate Wilson Hall (West Dormitory) and two-thirds of Jarvis Hall (East Dormitory), to build a new dining-room unit, a new kitchen, to convert the old power plant and laundry into a lobby and lounge room, to erect a new power plant and move the equipment in the old plant to the new, to erect and equip a new laundry, and to erect and equip one unit of the new training school. This training school gives us eight additional class rooms for observation and student participation purposes. This work will be completed in time for the use of the college at the beginning of the fall term of 1928. This enables us to house and feed 310 students more than we could provide for before. The architect and contractors have given the State a good job. Of this appropriation \$10,000 has been used for the purchase of books for the library, bringing our library up to the minimum standard for a teachers college. We did not have sufficient funds to make the necessary provision for the infirmary, class-room building, gymnasium, and a spur track to the coal bin at the new power plant. It would have taken an appropriation of something over \$700,000 to do this, and it is impossible to make \$400,000 do the work of \$700,000.

We wish to thank our many friends for their interest in our college. I am pleased that each year our college has grown in public favor. May we live up to our motto: "To Serve."

Respectfully submitted,

ROBERT H. WRIGHT.

REGISTRAR'S REPORT

EAST CAROLINA TEACHERS COLLEGE

GREENVILLE, N. C.

President ROBERT H. WRIGHT,
East Carolina Teachers College,
GREENVILLE, N. C.

DEAR SIR:

Permit me to present the following report on the work of the registrar's office for the school year 1927-28:

POLICY AND ROUTINE

It has been the aim of the registrar to carry on the work of the office very much in the same manner as in previous years, with only slight modifications where change in procedures seemed to offer promise of improvement.

Some changes have been made in the registration forms in order to secure, in some instances, additional data that was necessary, and in other cases to secure greater clearness of the data.

We have been making some experimentation in the registration procedure, and will need to continue our experiments a few more quarters before we can feel that our registration is being carried through with the promptness and precision that is desired. Pre-registration by mail was tried out for the fall quarter of 1927. The one trial was inconclusive, but it is doubtful if any great advantage was gained by the plan. Further trials would be necessary to determine the merits of registration by mail.

It seems quite certain that personal conferences and personal direction of faculty members and assistants such as can be had only on the campus are necessary in registering immature students entering directly from high school.

As our scheme of group or class advisers improves we shall be able to register and enroll our students with rapidity and precision, and I believe the full capacity of the school can be registered and classified in one day.

We have been troubled a great deal during the past year with various sorts of irregularities in students' individual schedules. These irregularities have interfered unduly with the first few days of instruction. The registrar's office is making every endeavor to do its part in preventing these irregularities and to enable the teachers to begin their instruction in earnest on the first day set apart for instruction. This office would suggest the imposing of suitable penalties for avoidable irregularities on the part of students, such as late enrollment and change of class schedules.

The office is gathering and putting in permanent form certain significant data on the work of the college under such topics as Faculty, Enrollment, Graduates, Enrollment in Different Curricula, etc. These data are being put in chronological order by years, and so far as possible being secured for each year back to the date of the opening of the school in 1909.

This office has transferred to the treasurer during the year certain business matters that were more properly handled by the latter officer.

During the regular school year the cutting and running of stencils by the registrar's office for instructors and others entails a rather considerable

amount of work. An accurate count was kept of this work from February 14 to March 14, during which time 107 stencils were cut and run off at an estimated cost of \$48.35.

The handling of all applications for enrollment, withdrawals of application and refund or transfer of fees has been done by one person, and the arrangement has seemed to be very satisfactory. Since September 1, 1927, we have handled 1,909 applications and 276 withdrawals of applications. Of these applications 1,774 were accompanied by the required fee of \$5.00. The fee has not, so far, been required in advance of students coming from home; that is, day students.

ADVANCE ENROLLMENT FOR 1928-29

The enrollment for the school year 1928-29 was completed about January 1, 1928, at which time the 795 applications necessary to fill all dormitory space had been accepted. Estimating the number of day students that are likely to present themselves at 150 we shall have an enrollment of 945.

At the present time there is a waiting list of 300 requesting admission next year.

Several applications for the school year 1929-30 have already been received. Hence the demand for admission to East Carolina Teachers College is keen, indicating the high regard in which the college is held by its constituency.

INSTRUCTION

The following data for the fall quarter of 1927 are illustrative of similar data for the other quarters of the year.

One hundred five different subjects were offered; 37 subjects had two or more sections. Consequently there were 142 class groups. The average class enrollment for the college was 30.7; the average number of class periods per week per instructor, including part time instructors, was 14.1.

The averages for all grades given by instructors to students on subjects carried during the fall quarter of 1927 are as follows:

1's	11.4%	4's	13.1
2's	26.8	5's	4.7
3's	38	C's	1.2

The fact that there are more grades above the average than below is not bad.

The average student load for the fall quarter 1927 was 16.8 quarter hours per week.

During the fall quarter there were 383 failures on different subjects. 203 of these failures were made by day students, of whom there were 240. 180 of these failures were made by dormitory students, of whom there were 496.

The total number of credit hours earned in residence in the college during the school year 1926-27 given in percentage in the different departments is as follows:

Education and Psychology	23 %
English	15.9
History and Government	15.4
Geography	7.5
Science	6.8
Industrial Art	6.2
Mathematics	6.1
Fine Arts	4.7

Hygiene, Health and Physical Education	4.7
Sociology and Economics	3.9
Foreign Languages	2.4
Home Economics	2.3
Agriculture	1

ENROLLMENT

Three hundred thirty-one students who were in attendance at the college during the school year of 1926-27 returned for the fall quarter of 1927-28.

The enrollment by quarters for 1927-28 was: fall, 736; winter, 704; spring, 693. Average 711 per quarter.

During the current school year, not including the summer quarter of 1927, the college has enrolled 767 different individuals of whom 736 entered in the fall quarter, 14 in the winter quarter, and 17 in the spring quarter. The classification of these students by years is as follows: First year normal 281; second year normal 225; Freshmen, 76; Sophomores, 65; Juniors, 65; Seniors, 50; special students, 5.

The gross enrollment by quarters for the entire year, including the summer quarter of 1928 was 2,843, which is an average of 711 per quarter.

The withdrawals from the college during the different quarters this year have been: fall, 7; winter, 11; spring, 21.

The withdrawals at the close of each quarter have been: fall, 41; winter, 27. Since the spring closes the so-called regular year, withdrawals at the close of that quarter are not considered.

Number in dormitory fall quarter 496. Number day students fall quarter 240.

SUMMER SCHOOL OF 1928

The classification of students in the present summer school, 1928, by years is as follows: First year normal, 279; Second year normal, 243; Freshmen, 13; Sophomores, 29; Juniors, 110; Seniors, 23; Irregulars, 15.

By curricula they are classified as follows: Two-year Primary, 315; Two-year Grammar Grade, 220; Four-year Primary, 56; Four-year Grammar Grade, 64; High School, 53; Special, 4.

During the present summer quarter we have enrolled 46 students who graduated previously from our two-year course and are now working toward the completion of a four-year curriculum.

The present summer quarter enrollment includes representatives from 68 counties of North Carolina and three states other than North Carolina. We have 34 students who have attended college elsewhere.

There are 54 different occupations represented in the homes from which these students come of which 373 are farmers, and the next highest number, 40, are merchants.

GRADUATES AUGUST, 1927, TO JUNE, 1928

The college has graduated during the past school year a total of 259 persons as follows:

<i>Two-Year Normal</i>	<i>Primary</i>	<i>Grammar Grade</i>	<i>Total</i>
August, 1927	29	30	59
December, 1927	2	2	4
March, 1928	6	0	6
June, 1928	71	61	132
Total	108	93	201

<i>Four-Year</i>	<i>Primary</i>	<i>Grammar Grade</i>	<i>High School</i>	<i>Home Econom.</i>	<i>Total</i>
August, 1927	5	2	5	0	12
December, 1927	0	0	0	0	0
March, 1928	1	0	4	0	5
June, 1928	8	4	20	9	41
Total	14	6	29	9	58
Grand Total for Year.....					259

Of the 39 graduates from the four-year curricula in 1926-27, all were teaching during the past school year; and of the 204 graduates from the two-year curricula, 190 were teaching during the past school year.

Our records indicate that at least 81 persons who were in attendance at the college in 1926-27, but who were not graduates, taught during the school year of 1927-28.

REGULATORY FEES

The registrar recommends that the following schedule of fees be adopted by the college for regulatory purposes and as partial remuneration for special service rendered.

Enrollment after registration day	\$ 1.00
Change in student's schedule (at student's option)25

(For each subject changed)

Making transcripts (except the first)50
College entrance examination50

Investigation has shown that most colleges make charges roughly averaging the above figures for similar service.

RESEARCH

The registrar has not been able to carry on the amount of research that is needed this year because of the work necessary in acquainting himself with and carrying on the routine of the office. His time and energies have been given very largely (a) to taking care of necessary daily routine, (b) to working out needed improvement in routine procedures and the consequent improvement in record forms, (c) to assembling and making some interpretation of significant data that accumulate from quarter to quarter and from year to year in this office. More of this work should be done in the future and the results made the basis for improving the instruction and related functions of the college.

Respectfully submitted,

HOWARD J. MCGINNIS, Registrar.

TREASURER'S REPORT

EAST CAROLINA TEACHERS COLLEGE

TWO FISCAL YEARS, JULY 1, 1926, TO JUNE 30, 1928

MAINTENANCE ACCOUNT

DISBURSEMENTS

OFFICE AND ADMINISTRATION :	1926-27	1927-28
Personal Service	\$ 25,087.90	\$ 25,949.26
Office Supplies	349.18	482.21
Postage	680.37	695.83
Telephone and Telegraph	525.29	496.89
Travel Expense	1,258.47	1,528.51
Printing, Stationery and Forms	727.16	717.47
Reports, Catalogs and Advertising	1,014.43	958.00
Repairs to Equipment	19.21	13.54
General Expense		100.00
Treasurer's Bond	60.00	60.00
Office Equipment	894.91	375.98
Sub-Total.....	\$ 30,616.92	\$ 31,377.69
SUBSISTENCE :		
Personal Service	\$ 12,770.96	\$ 13,995.94
Food	56,585.55	61,899.68
Cleaning Supplies	532.14	897.81
Other General Supplies	2,085.95	1,153.34
Repairs	140.16	66.08
Equipment	2,824.63	1,377.71
Sub-Total.....	\$ 74,939.39	\$ 79,390.56
HOUSEKEEPING :		
Personal Service	\$ 8,274.75	\$ 8,869.02
Cleaning Supplies	1,188.74	1,033.13
General Supplies	181.05	1.50
Repairs		61.05
Equipment	329.52	114.42
Sub-Total.....	\$ 9,974.06	\$ 10,079.12
LAUNDERING :		
Personal Service	\$ 14,734.75	\$ 12,593.36
Laundry Supplies	924.93	762.05

LAUNDERING—Continued:

Repairs	\$ 21.22	
Equipment	258.24	
Sub-Total.....	\$ 15,939.14	\$ 13,355.41

INFIRMARY:

Personal Service	\$ 3,836.15	\$ 4,194.35
Drugs	271.21	242.96
Other Supplies	13.95	17.00
Equipment	66.05	
Sub-Total.....	\$ 4,187.36	\$ 4,454.31

POWER PLANT:

Personal Service	\$ 10,391.73	\$ 9,893.30
General Supplies	611.19	569.05
Electric Lamps and Accessories	365.49	448.40
Coal	20,155.16	14,946.50
Water (For all Buildings)	1,630.17	2,198.56
Light (From Town Current)	1,988.81	1,630.08
Repairs	32.10	56.75
Equipment	127.08	194.09
Sub-Total.....	\$ 35,301.73	\$ 29,936.73

BUILDINGS AND GROUNDS:

Personal Service	\$ 13,407.56	\$ 13,802.10
General Supplies	1,184.49	1,218.99
Plumbing Supplies	124.48	105.18
Ford Truck Supplies and Upkeep	193.60	197.32
Repairs—Sewers and Drains	51.26	114.75
Repairs—Roads and Walks	883.87	1,114.18
Repairs—Buildings and Equipment	1,514.56	767.76
General Equipment	109.15	330.21
Insurance—Buildings and Contents		3,130.00
Sub-Total.....	\$ 17,468.97	\$ 20,780.49

INSTRUCTION:

Teachers' Salaries	\$105,175.65	\$124,925.23
Library Clerical Salaries	4,049.99	5,104.17
Lectures and Other Personal Service	312.50	303.10
Laboratory Supplies	146.23	455.35
Text Books	2,388.30	2,383.75
Library Supplies	260.98	306.43
Travel Expense	362.21	140.69
Printing, Forms, etc.	132.00	96.25
Binding Library Books	14.77	103.55
Reo Bus Supplies and Repairs	221.79	154.21
Repairs to Equipment	476.50	265.00

INSTRUCTION—Continued:

Class-room Supplies, Diplomas, etc.	\$ 2,092.53	\$ 2,853.90
Laboratory Equipment	1,922.26	168.57
Other Class-room Equipment	1,442.08	593.91
Library Books	2,917.83	
Sub-Total.....	\$121,915.62	\$137,854.11

AGRICULTURAL:

Personal Service	\$ 1,106.00	\$ 1,095.50
Fertilizer	723.95	461.91
Repairs	20.75	
Other Supplies	347.84	334.49
Equipment	93.75	
Sub-Total.....	\$ 2,292.29	\$ 1,891.90

Grand Total Expenditures	\$312,635.48	\$329,120.32
Expenditures from own Receipts	157,238.10	175,354.98
Expenditures from State Appropriation	\$155,397.38	\$153,765.34
Total Expenditures as Budgeted	\$317,145.00	\$332,150.00
College Receipts as Estimated	157,145.00	167,150.00
State Appropriation as Budgeted	\$160,000.00	\$165,000.00
Actual Expenditures from Appropriation	155,397.38	153,765.34
Surplus.....	\$ 4,602.62	\$ 11,234.66
Underestimate on Expenditures	\$ 4,509.52	\$ 3,029.68
Overestimate on Receipts	93.10	8,204.98
Surplus.....	\$ 4,602.62	\$ 11,234.66

INSTITUTION RECEIPTS

SOURCES:	1926-27	1927-28
Students' Board, Room, etc.	\$134,131.37	\$147,039.15
Teachers' Board, Room, etc.	10,137.28	12,587.29
Day Students	6,275.50	10,058.50
Piano	3,245.00	2,830.00
Literary Tuition	220.00	40.00
Outside Laundry	689.50	483.00
House Rent	2,205.00	1,845.00
Garage Rent	48.00	72.50
Library Fines	28.05	60.42
Guest Board	30.15	277.00
Scrap Wood, Sales of Junk and Miscellaneous Receipts	228.25	62.12
	\$157,238.10	\$175,354.98

TENTH BIENNIAL REPORT

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SUMMARY STATEMENT

1926-27

	<i>Total Expenditures</i>	<i>College Receipts</i>	<i>Paid from Col. Rec'pts</i>	<i>Paid from Appropri'n</i>
Administration	\$ 30,616.92	\$	\$	\$ 30,616.92
Dining Room	77,231.68	93,167.83	77,231.68	
Dormitories	9,974.06	12,211.37	9,974.06	
Laundry	15,939.14	17,799.91	15,939.14	
Infirmary	4,187.36	6,653.42	4,187.36	
Power Plant	35,301.73	15,090.02	35,301.73	
Buildings and Grounds	17,468.97	4,650.85	6,939.43	10,529.54
Instructional	121,915.62	7,664.70	7,664.70	114,250.92
	<u>\$312,635.48</u>	<u>\$157,238.10</u>	<u>\$157,238.10</u>	<u>\$155,397.38</u>

1927-28

	<i>Total Expenditures</i>	<i>College Receipts</i>	<i>Paid from Col. Rec'pts</i>	<i>Paid from Appropri'n</i>
Administration	\$ 31,377.69	\$	\$	\$ 31,377.69
Dining Room	81,282.46	94,799.24	81,282.46	
Dormitories	10,079.12	11,969.17	10,079.12	
Laundry	13,355.41	23,923.48	13,355.41	
Infirmary	4,454.31	9,325.82	4,454.31	
Power Plant	29,936.73	19,315.51	29,936.73	
Buildings and Grounds	20,780.49	6,984.25	20,780.49	
Instruction	137,854.11	9,037.51	15,466.46	122,387.65
	<u>\$329,120.32</u>	<u>\$175,354.98</u>	<u>\$175,354.98</u>	<u>\$153,765.34</u>

EXPENDITURES BY OBJECTS

1926-1927

	<i>As Budgeted</i>	<i>Actual</i>	<i>Surplus</i>
11. Personal Service	\$201,500.00	\$198,947.94	\$ 2,552.06
12. Supplies and Materials	92,000.00	90,682.13	1,317.87
13. Postage, Teleg. and Telep.	1,250.00	1,205.66	44.34
14. Travel Expense	1,780.00	1,620.68	159.32
15. Printing and Publicity.	2,000.00	1,901.86	98.14
16. Auto Expense	425.00	415.39	9.61
17. Water and Light (from Town)	3,740.00	3,708.80	31.20
18. Repairs	3,090.00	3,069.81	20.19
19. General Expense			
31. Equipment	11,300.00	11,023.21	276.79
22. Insurance and Bonds	60.00	60.00	
Totals	<u>\$317,145.00</u>	<u>\$312,635.48</u>	<u>\$ 4,509.52</u>
College Receipts	<u>157,145.00</u>	<u>157,238.10</u>	<u>93.10</u>
State Appropriation	<u>\$160,000.00</u>	<u>\$155,397.38</u>	<u>\$ 4,602.62</u>

1927-1928

	<i>As</i>		
	<i>Budgeted</i>	<i>Actual</i>	<i>Surplus</i>
11. Personal Service	\$221,350.00	\$220,722.58	\$ 627.42
12. Supplies and Materials.....	90,500.00	90,480.46	19.54
13. Postage, Teleg. and Telep.	1,200.00	1,192.72	7.28
14. Travel Expense	2,200.00	1,669.20	530.80
15. Printing and Publicity	2,000.00	1,925.77	74.23
16. Auto Expense	400.00	351.53	48.47
17. Water and Light (from Town)	3,850.00	3,828.64	21.36
18. Repairs	4,050.00	2,504.53	1,545.47
19. General Expense	200.00	100.00	100.00
31. Equipment	3,200.00	3,154.89	45.11
22. Insurance and Bonds	3,200.00	3,190.00	10.00
Totals	\$332,150.00	\$329,120.32	\$ 3,029.68
College Receipts	167,150.00	175,354.98	8,204.98
State Appropriation	\$165,000.00	\$153,765.34	\$ 11,234.66

BUILDING FUND, 1925

1926-1927

Balance Building Fund—June 30, 1926	\$ 8,862.03
DISBURSEMENTS:	
Balance on Contract—Campus Building	\$ 2,033.66
Architect Fees—Campus Building	257.56
Heating—Campus Building	2,132.88
Seats—Campus Building	3,630.00
Water Meter—New Buildings	89.10
	\$ 8,643.20
Balance 1925 Building Fund	\$ 218.83

BUILDING FUND, 1927

1927-1928

June 30, 1928

	<i>Allotments</i>	<i>Payments</i>	<i>Allotment Balance</i>
New Buildings—Hudson No. 1	\$152,560.50	\$138,980.01	\$ 13,580.49
Dormitories—Hudson No. 2	61,200.00	59,796.43	1,403.57
Power Plant and Heating—Poe No. 3	62,192.20	49,758.65	12,433.55
Plumbing—Powers No. 4	22,583.00	17,695.91	4,887.09
Electrical—Wood-Whitley No. 5	16,800.00	10,646.34	6,153.66
Laundry—American L. M. Co., No. 6	12,441.67	10,575.42	1,866.25
Refrigeration—Carolina Refrig. Co. No. 7	16,789.00	3,072.75	13,716.25
Kitchen Equipm't—J. VanRange Co. No. 8	12,502.30		12,502.30
Architect Fee—Berryman No. 10	17,831.18	15,905.62	1,925.56
Library Books	10,000.00	9,539.27	460.73
Advertising for Bids	123.95	123.95	
Soil Tests	198.19	198.19	
Water Connections	244.15	244.15	
Electric Lamps	283.14		283.14
Builders Risk Insurance	530.87	530.87	
	\$386,280.15	\$317,067.56	\$ 69,212.59

Appropriation, 1927	\$400,000.00
Balance from Building Fund, 1925	218.83
	<hr/>
Total Allotment	\$400,218.83
	<hr/>
Total unallotted Balance	\$ 13,938.68
Less Reserve for Architect Fee	760.00
	<hr/>
Available Balance not Allotted June 30, 1928	\$ 13,178.68

REPORT OF THE BUILDING COMMITTEE

TO THE

BOARD OF TRUSTEES

OF

EAST CAROLINA TEACHERS COLLEGE

OCTOBER 19, 1928

This report covers the period from the organization of the Building Committee on April 11, 1927, to October 11, 1928.

Mr. George R. Berryman, Raleigh, N. C., was selected as the architect for the building program.

You assigned to us two major duties: (1) to carry on the building program made possible by the General Assembly of 1927 in the appropriation of \$400,000.00 to enlarge the institution to take 300 additional students; (2) to work out a program for the enlargement of the institution sufficient to take care of 1,500 students. As the latter is included in the Tenth Biennial Report of the President, dated August 16, 1928, we will not make further report on this, but will confine the remaining portion of this report to the building program. Your Committee requested the architect to make a statement of the building program up to October 10th. His report is included herewith as a part of this report. It gives all of the essential facts of the main contracts. Your Committee has also requested the treasurer of the college to make a report showing the status of the building program as of October 18, 1928. His report is included herewith as a part of this report. Projects 1 to 8 in the treasurer's report are covered in the architect's report, but projects 9, 10 and 11 are not found in the architect's report. These two reports give you a complete picture of what your Committee has done in its building program. The work has progressed very satisfactorily and has been carried on without interrupting the regular routine of college work.

Respectfully submitted,

E. G. FLANAGAN,
Chairman.

ROBT. H. WRIGHT,
Secretary.

October 10, 1928.

MR. E. G. FLANAGAN, *Chairman Bldg. Committee*
East Carolina Teachers College
Greenville, North Carolina.

DEAR SIR:

The following report of the building operations, as contemplated by the General Assembly of 1927 is respectfully submitted:

Amount of appropriation	\$400,000.00
Building Contract:	
First unit of Training School, New Dining Hall and Kitchen, converting of Old Power House and Laundry into Cloak and Lounge Room, New Power House and Laundry, Contractor, J. W. Hudson, Jr.	152,398.50

Additions to Contract:

For increasing footings under one end of Training School made necessary by faulty foundation	\$ 162.00	
For rebuilding defective wall of old Power House	783.75	
For removing brick wall between metal and wood working shops	18.50	
For relocating door to Officers' toilet in Kitchen.....	28.50	\$ 992.75
		<hr/>
		\$153,391.25

Building Contract:

Renovation of East and West Dormitories, Contractor, J. W. Hudson, Jr., Amount of Contract (guaranteed not to exceed)	61,200.00
---	-----------

Additions to Contract:

Changes in Domestic Science	\$ 383.40	
For installing new timbers under old toilet rooms, found decayed when floor was removed	63.49	
For relocating certain closet openings found necessary to permit the installation of new lavatories and medicine cabinets	103.38	
For installing plaster moulding in entrance halls and parlors to conform with new dormitories	226.55	776.82
		<hr/>
		\$ 61,976.82

Deductions:

For change in grade of flooring	501.50
---------------------------------------	--------

Amount paid to date

\$ 61,475.32
60,796.43

\$ 678.89

The contractor has actually expended to date \$61,588.76 which indicates a loss to him of \$113.44 in addition to his fee of \$3,500.00.

The work on both the above named contracts has been completed with the exception of a few minor items and the materials and workmanship complies with the contract requirements.

Plumbing Work:

Contractor, J. L. Powers, Amount of Contract	\$ 22,300.00
--	--------------

Additions:

One tub, two closets and two sinks for Domestic Science Rooms	\$ 422.00	
Six lavatories, six medicine cabinets and six towel bars for six additional rooms provided	341.00	
For changing piping to exposed work, brass piping and roughing in	147.00	
For changing type of tubs and special fittings to permit work being exposed	75.55	
For making hot water connections, East and West Dormitories, and installing new line from West Dormitory to Administration Building	271.02	1,256.57
		<hr/>
		\$ 23,556.57

Deductions:

For omitting eight fire hose risers and racks.....	\$ 480.00
	<hr/>
	\$ 23,076.57

The work embraced under this contract has been completed with the exception of a few minor items and complies with the contract requirements.

Electric Work:

Contractor, Wood-Whitley Electric Company, Amount of Contract	\$ 16,800.00
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Addition:

Voltage Regulator	870.00
	<hr/>
	\$ 17,670.00

The electrical work has not progressed as satisfactorily as was desired, but is now nearing completion. The materials and workmanship complies with the contract requirements as far as completed.

Heating and Power Plant:

Contractor, Poe Piping and Heating Company, Amount of Contract (No deductions or additions)	\$ 62,192.20
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The work embraced in this contract is practically complete and in accordance with the contract requirements, with the exception of a portion of pipe covering which is now being installed.

Laundry Equipment:

Contractor, American Laundry Machinery Company, Amount of Contract (No additions or deductions)	\$ 12,441.67
--	--------------

The equipment required under the contract has been delivered and installed.

Cold Storage Plant:

Contractor, Carolina Refrigerating Co., Frick Company, Agents, Amount of Contract	\$ 18,789.00
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This work has not progressed as it should, but is now nearing completion, and has been in operation for some time.

Kitchen Equipment:

Contractor, John Van Range Company, Amount of Contract (No additions or deduction)	\$ 12,502.30
--	--------------

The equipment required by the contract has been delivered and installed.

The total amount of contracts to date including the extras herein mentioned is \$361,538.31.

Respectfully submitted,

(Signed) G. R. BERRYMAN.

BUILDING FUND, 1927

EAST CAROLINA TEACHERS COLLEGE

GREENVILLE, N. C.

STATEMENT AS OF OCTOBER 18, 1928

	<i>Contract</i>	<i>Payment</i>	<i>Bal. Due</i>
Project 1—Hudson, New Buildings	\$153,391.25	\$149,470.01	\$ 3,921.24
Project 2—Hudson, Dormitories	61,475.32	60,796.43	678.89
Project 3—Heating and Power Plant	62,192.20	51,729.38	10,462.82
Project 4—Plumbing	23,076.57	18,765.80	4,310.77
Project 5—Electrical Contract	17,920.00	15,019.50	2,900.50
Project 6—Laundry Equipment	12,441.67	12,441.67	
Project 7—Refrigeration Contract	18,789.00	15,970.65	2,818.35
Project 8—Kitchen Equipment	12,502.30	7,500.00	5,002.30
Project 9—Miscellaneous:			
Insurance	715.87	715.87	
Advertising for Bids	139.70	123.95	15.75
Soil Tests	198.19	198.19	
Water Connections	244.15	244.15	
Electric Lamps	283.14	146.34	136.80
Equipment—New Buildings....	6,903.83		6,903.83
Project 10—Architect's Fee	18,456.73	17,004.75	1,451.98
Project 11—Library Books	10,000.00	9,578.20	421.80
Totals.....	<u>\$398,729.92</u>	<u>\$359,704.89</u>	<u>\$ 39,025.03</u>
Appropriation 1927			\$400,000.00
Balance from 1925 Fund			218.83
Total available			\$400,218.83
Total Expenditures			359,704.89
			\$ 40,513.94
Less Obligations outstanding			39,025.03
Unencumbered Balance, October 18, 1928			\$ 1,488.91
Total available Appropriation			\$400,218.83
Less total Contracts			398,729.92
Unencumbered Balance, October 18, 1928			\$ 1,488.91

Date of this Statement, October 18, 1928.

J. B. SPILMAN, *Treasurer.*

REPORT ON AUDIT
OF
East Carolina Teachers College
GREENVILLE, NORTH CAROLINA

JULY 1, 1927, TO JUNE 30, 1928

BOARD OF TRUSTEES:

A. T. ALLEN, *Chairman Ex officio*

MRS. W. B. MURPHY

J. S. HARGETT

WAYNE A. MITCHELL

JAMES L. GRIFFIN

F. C. HARDING

E. G. FLANAGAN

L. W. TUCKER

H. D. WILLIAMS

HENRY C. BRIDGERS

O. P. MAKEPEACE

D. S. BOYKIN

W. S. MOYE

ROBERT H. WRIGHT, *President*

J. B. SPILMAN, *Treasurer*

LEON R. MEADOWS, *Secretary to the Board*

EAST CAROLINA TEACHERS COLLEGE

GREENVILLE, NORTH CAROLINA

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"B" *Income and Expense—Permanent Improvement Fund.*
"C" *Receipts and Disbursements—Permanent Improvement Fund.*
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- SCHEDULES: E-1 *Institutional Receipts—Maintenance Fund.*
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EXHIBIT A
CAPITAL ASSETS
 JUNE 30, 1927

LAND, BUILDINGS AND EQUIPMENT	
West Dormitory.....	\$ 43,095.00
Administration Building.....	342,290.00
East Dormitory.....	92,745.00
Dormitory A.....	179,601.00
Dormitory B.....	249,507.00
Library.....	140,660.00
Faculty Dormitory.....	173,623.00
Campus Building.....	303,331.00
Power Plant No. 1.....	101,358.00
Power Plant No. 2.....	48,609.00
Dining Hall.....	34,537.00
Infirmery.....	10,963.00
Model School No. 1.....	70,000.00
Model School No. 2.....	32,000.00
President's Home.....	11,692.00
Four Faculty Homes.....	42,000.00
Potato House.....	922.00
Cottage.....	1,000.00
Three Garages.....	2,600.00
Garage.....	4,107.00
Y. W. C. A. Hut.....	1,600.00
92¼ Acres.....	70,732.00
Grading and Terracing.....	20,122.00
Landscaping.....	4,649.00
Walks and Pavements.....	9,172.00
Fences.....	280.00
Transmission Lines.....	12,361.00
Underground Piping.....	73,571.00
Sewers and Drains.....	20,815.00
Railroad Spur Track.....	20,000.00
Motor Vehicles.....	600.00
New Buildings and Renovating Old Buildings, Year 1927-1928, not Completed.....	317,067.56
Total.....	\$2,435,609.56

EXHIBIT B

INCOME AND EXPENSE—PERMANENT IMPROVEMENT FUND

JULY 1, 1927, TO JUNE 30, 1928

INCOME:			
Balance unexpended, July 1, 1927—Appropriation \$250,000.00, Chapter 192, Public Laws, 1925	\$	218.83	
Appropriation—Chapter 147, Public Laws, 1927		400,000.00	
Deposit, March 10, 1928, Credit B. R. Lacy, State Treasurer, funds received in excess of needs, Req. No. 150		4,794.57	
			\$ 405,013.40
EXPENSE:			
J. W. Hudson, Jr.....Project No. 1.....	\$	138,980.01	
J. W. Hudson, Jr.....Project No. 2.....		59,796.43	
Wood-Whitley Electric Co.....Project No. 5.....		10,646.34	
American Laundry Machinery Co.....Project No. 6.....		10,575.42	
Carolina Refrigeration Co.....Project No. 7.....		3,072.75	
Water and Light Commission.....Project No. 9.....		1,097.16	
Geo. R. Berryman.....Project No. 10.....		15,905.62	
Library books.....Project No. 11.....		9,539.27	
Poe Piping & Heating Co.....Project No. 3.....		49,758.65	
J. L. Powers Plumbing Co.....Project No. 4.....		17,695.91	
B. R. Lacy, State Treasurer, funds received in excess of needs, Req. No. 150, March 10, 1928		4,794.57	
			321,862.13
Balance Unexpended, June 30, 1928	\$		83,151.27

EXHIBIT C

RECEIPTS AND DISBURSEMENTS—PERMANENT IMPROVEMENT FUND

JULY 1, 1927, TO JUNE 30, 1928

RECEIPTS:			
APPROPRIATION:			
B. R. Lacy, State Treasurer.....			\$ 321,862.13
DISBURSEMENTS:			
J. W. Hudson, Jr.....	Project No. 1.....	\$ 138,980.01	
J. W. Hudson, Jr.....	Project No. 2.....	59,796.43	
Wood-Whitley Electric Co.....	Project No. 5.....	10,646.34	
American Laundry Machinery Co.....	Project No. 6.....	10,575.42	
Carolina Refrigeration Co.....	Project No. 7.....	3,072.75	
Water and Light Commission.....	Project No. 9.....	1,097.16	
Geo. R. Berryman.....	Project No. 10.....	15,905.62	
Library books.....	Project No. 11.....	9,539.27	
Poe Piping & Heating Co.....	Project No. 3.....	49,758.65	
J. L. Powers Plumbing Co.....	Project No. 4.....	17,695.91	
B. R. Lacy, State Treasurer, funds received in excess of needs, Req. No. 150, March 10, 1928.....		4,794.57	
Total.....			\$ 321,862.13

SCHEDULE C-1

CASH RECONCILEMENT—PERMANENT IMPROVEMENT FUND

JUNE 30, 1928

June 30, 1928 balance—The National Bank of Greenville, North Carolina.....	\$ 10,581.07	
ADD:		
Settlement for June, not credited until July.....	693.10	\$ 11,274.17
DEDUCT:		
Outstanding checks.....		11,274.17

SCHEDULE C-2

OUTSTANDING CHECKS—PERMANENT IMPROVEMENT FUND

JUNE 30, 1928

136.....	\$ 2.65	326.....	\$ 0.82
309.....	5.00	327.....	9.00
322.....	10,575.42	328.....	55.93
323.....	244.15	329.....	378.65
324.....	1.30		
325.....	1.25	Total.....	\$ 11,274.17

EXHIBIT "D"

INCOME AND EXPENSE—MAINTENANCE FUND

JULY 1, 1927, TO JUNE 30, 1928

INCOME:		
Appropriation—Chapter 79, Public Laws, 1927		\$ 165,000.00
INSTITUTIONAL RECEIPTS APPLICABLE TO OPERATION YEAR 1927-1928:		
Subsistence	\$ 94,799.24	
Housekeeping	11,969.17	
Laundrying	23,923.48	
Medical and surgical care	4,662.91	
Nursing and attendance	4,662.91	
Light, heat, power and water	19,315.51	
Care of buildings and grounds	6,984.25	
Instructional	9,037.51	
		175,354.98
		\$ 340,354.98
EXPENSE:		
Office and administration	\$ 31,377.69	
Subsistence	79,390.56	
Housekeeping	10,079.12	
Laundrying	13,355.41	
Medical and surgical supplies	1,459.96	
Nursing and attendance	2,994.35	
Light, heat, power and water	29,936.73	
Care of buildings and grounds	20,780.49	
Instructional	137,854.11	
Agricultural	1,891.90	
		329,120.32
Cash Balance, June 30, 1928—Excess Income Over Expense		\$ 11,234.66

EXHIBIT "E"

RECEIPTS AND DISBURSEMENTS—MAINTENANCE FUND

JULY 1, 1927, TO JUNE 30, 1928

BALANCE—JULY 1, 1927.....		\$ 20,080.00
RECEIPTS:		
From B. R. Lacy, State Treasurer.....		333,454.07
Total Receipts from State Treasurer.....		\$ 353,534.07
LESS:		
Receipts deferred.....		24,413.75
Total Receipts.....		\$ 329,120.32
DISBURSEMENTS:		
Office and administration.....	\$ 31,377.69	
Subsistence.....	79,390.56	
Housekeeping.....	10,079.12	
Laundering.....	13,355.41	
Medical and surgical supplies.....	1,459.96	
Nursing and attendance.....	2,994.35	
Power plant.....	29,936.73	
Building and grounds.....	20,780.49	
Instructional.....	137,854.11	
Agricultural.....	1,891.90	
Total.....		\$ 329,120.32

SCHEDULE E-1

INSTITUTIONAL RECEIPTS—MAINTENANCE FUND

JULY 1, 1927, TO JUNE 30, 1928

SUBSISTENCE:		
Student fees	\$ 88,223.49	
Teachers' fees	6,293.64	
Guest board	277.00	
Rebate on tea	2.11	
Miscellaneous	3.00	
		\$ 94,799.24
HOUSEKEEPING:		
Student fees	\$ 8,822.35	
Teachers' fees	3,146.82	
		11,969.17
LAUNDERING:		
Student fees	\$ 22,055.88	
Teachers' fees	1,384.60	
Laundry extras	483.00	
		23,923.48
MEDICAL AND SURGICAL CARE:		
Student fees	\$ 4,411.16	
Teachers' fees	251.75	
		4,662.91
NURSING AND ATTENDANCE:		
Student fees	\$ 4,411.16	
Teachers' fees	251.75	
		4,662.91
LIGHT, POWER, HEAT AND WATER:		
Student fees	\$ 14,703.95	
Teachers' fees	1,258.73	
Day students	3,352.83	
		19,315.51
CARE OF BUILDINGS, GROUNDS AND EQUIPMENT:		
Day students	\$ 5,029.25	
House rent	1,845.00	
Garage rent	72.50	
Stray cattle	3.50	
Sale of wood	34.00	
		6,984.25
INSTRUCTIONAL:		
Student fees	\$ 4,411.16	
Day students	1,676.42	
Piano	2,830.00	
Tuition	40.00	
Library fines	60.42	
Sale of text books	18.81	
Sale of paper70	
		9,037.51
Total Institutional Receipts Applicable to Operation Year 1927-1928		\$ 175,354.98
Institutional receipts deferred for the operation of the unexpired term of the 1928 Summer School		24,413.75
Total Institutional Receipts Deposited Credit B. R. Lacy, State Treasurer		\$ 199,768.73

SCHEDULE E-2

ANALYSIS DISBURSEMENTS—MAINTENANCE FUND

JULY 1, 1927, TO JUNE 30, 1928

OFFICE AND ADMINISTRATION:			
1101	Executive salaries.....	\$ 14,575.00	
1103	Clerical salaries.....	10,468.15	
1109	Per diem and fees.....	465.76	
1110	Special services.....	440.35	
1201	Office supplies.....	482.21	
1301	Postage.....	695.83	
1302	Telephone and telegraph.....	496.89	
1401	Hotel.....	572.01	
1402	Railroad and other fares.....	593.70	
1403	Mileage allowance.....	362.80	
1501	Printing (stationery).....	717.47	
1502	Printing (reports).....	808.50	
1502-A	Advertising.....	149.50	
1801	Repairs to equipment.....	13.54	
1905	General expense.....	100.00	
2203	Insurance and bonding.....	60.00	
3101	Office equipment.....	375.98	
			\$ 31,377.69
SUBSISTENCE:			
1105	Supervisor's salaries.....	\$ 3,231.25	
1106	Skilled labor.....	2,475.00	
1107	Unskilled labor.....	8,289.60	
1202	Cleaning supplies.....	897.81	
1203	Food.....	61,899.68	
1204	Dry goods.....	304.47	
1217	Ice and refrigeration.....	204.00	
1220	Electrical supplies.....	2.25	
1221	General supplies.....	32.10	
1224	Coal and freight.....	610.52	
1801	Repairs.....	66.08	
3103	Equipment.....	1,377.71	
			79,390.56
HOUSEKEEPING:			
1105	Supervisor's salaries.....	\$ 5,509.42	
1107	Unskilled labor.....	3,359.60	
1202	Cleaning supplies.....	697.48	
1221	General supplies.....	1.50	
1228	Sanitary supplies.....	335.65	
1801	Repairs.....	61.05	
3102	Furniture.....	114.42	
			10,079.12
LAUNDERING:			
1105	Supervisor's salaries.....	\$ 140.00	
1107	Unskilled labor.....	12,408.21	
1110	Special service.....	45.15	
1205	Laundry supplies.....	675.62	
1220	Electrical supplies.....	49.93	
1501	Printing.....	36.50	
			13,355.41
MEDICAL AND SURGICAL SUPPLIES:			
1102	Professional and technical salaries.....	\$ 1,200.00	
1206	Medical and surgical supplies.....	56.17	
1207	Drugs and medicines.....	186.79	
1220	Electrical supplies.....	3.00	
1501	Printing.....	14.00	
			1,459.96

SCHEDULE E-2—Continued

NURSING AND ATTENDANCE:

1102	Professional and technical salaries.....	\$ 2,724.00
1107	Unskilled labor.....	270.35

\$ 2,994.35

LIGHT, HEAT, POWER AND WATER:

1106	Skilled labor.....	\$ 5,488.67
1107	Unskilled labor.....	4,404.63
1218	Power plant supplies.....	568.05
1220	Electrical supplies.....	448.40
1221	General supplies.....	1.00
1224	Coal and freight.....	14,946.52
1701	Light, power (electrical).....	1,630.08
1702	Water.....	2,198.56
1801	Repairs (equipment).....	56.73
3118	Equipment.....	194.09

29,936.73

CARE OF BUILDINGS, GROUNDS AND EQUIPMENT:

1105	Supervisor's salaries.....	\$ 2,500.00
1106	Skilled labor.....	1,850.00
1107	Unskilled labor.....	9,452.10
1219	Plumbing supplies.....	105.18
1220	Electrical supplies.....	102.46
1221	General supplies.....	956.27
1222	Police clothes.....	50.32
1226	Fertilizer.....	105.44
1601	Gas and oil.....	137.56
1602	Tires and tubes.....	23.01
1604	Repairs to auto.....	35.75
1603	Accessories, auto, etc.....	1.00
1215	Forage and supplies.....	4.50
1804	Repairs to sewers and drains.....	114.75
1801	Repairs to equipment.....	49.42
1802	Repairs to buildings.....	394.91
1803	Repairs to roads and walks.....	1,114.18
1805	Repairs to plants and machinery.....	323.43
3120	Electrical.....	73.20
3102	Furniture.....	98.51
3121	General equipment.....	158.50
2201	Insurance and bonding.....	3,130.00

20,780.49

INSTRUCTIONAL:

1102	Professional and technical salaries.....	\$ 124,925.23
1103	Clerical salaries.....	5,104.17
1109	Per diem and fees.....	94.35
1110	Special services.....	208.75
1208	Laboratory supplies.....	455.35
1209	Classroom and teachers' supplies.....	2,813.06
1209-B	Text books.....	2,383.75
1210	Library books.....	306.43
1223	Miscellaneous fuel, etc.....	40.84
1401	Hotel and meals.....	57.83
1402	Railroad and other fares.....	58.06
1403	Mileage.....	24.80
1501	Printing stationery.....	96.25
1507	Binding.....	103.55
1601	Gas and oil.....	128.11
1603	Accessories (auto).....	1.00
1604	Repairs (auto).....	25.10

* SCHEDULE E-2—Continued

INSTRUCTIONAL—Continued:			
1801	Repairs to equipment	\$ 265.00	
3108	Laboratory equipment	168.57	
3109	Classroom equipment	593.91	
			\$ 137,854.11
AGRICULTURAL:			
1107	Unskilled labor	\$ 1,095.50	
1214	Farm supplies	334.49	
1226	Fertilizer	461.91	
			1,891.90
	Total Disbursements		\$ 329,120.32

SCHEDULE E-3

CASH RECONCILEMENT—MAINTENANCE FUND

JUNE 30, 1928

June 30, 1928 Balance—The National Bank of Greenville, including \$1,500.00 Imprest Fund	\$ 6,057.91	
ADD:		
Settlement for June, not credited until July	23,712.38	
		\$ 29,770.29
DEDUCT:		
Outstanding checks		29,770.29

SCHEDULE E-4

OUTSTANDING CHECKS—MAINTENANCE FUND

JUNE 30, 1928

NUMBER	AMOUNT	NUMBER	AMOUNT
6934.....	\$ 122.87	7336.....	\$ 33.75
7237.....	30.52	7337.....	119.04
7285.....	209.05	7338.....	106.61
7286.....	171.64	7339.....	826.23
7295.....	12.98	7340.....	24.00
7296.....	12.46	7341.....	1.00
7303.....	787.50	7342.....	4.00
7306.....	3.00	7343.....	1,100.00
7311.....	93.00	7344.....	31.42
7312.....	123.32	7345.....	6.65
7313.....	30.70	7346.....	19.37
7314.....	6.30	7348.....	404.05
7315.....	17.02	7349.....	85.08
7317.....	4.90	7350.....	83.85
7319.....	50.00	7351.....	198.81
7326.....	222.99	7352.....	80.40
7327.....	97.00	7353.....	24.00
7328.....	7.03	7354.....	23.50
7329.....	25.00	7355.....	1.54
7330.....	21.50	7356.....	70.70
7331.....	7.50	7357.....	24,413.75
7332.....	21.56		
7333.....	14.37		
7334.....	20.33		
			\$ 29,770.29

SCHEDULE E-5
ACCOUNTS PAYABLE

JUNE 30, 1928

	Code No. of Accounts	Purchase Order No.		
OFFICE AND ADMINISTRATION:				
H. W. Hurt	1201	2159	\$	4.80
SUBSISTENCE:				
H. L. Hodges	1217	2191	\$	3.75
Morris & Co.	1203	2029		110.08
Morris & Co.	1203	2048		96.53
National Biscuit Co.	1203	2179		66.82
Swift & Co.	1203	2168		240.24
Kingan & Co.	1203	2167		170.69
Kingan & Co.	1203	2182		168.00
C. W. Antrim & Sons	1203	2183		52.20
H. P. Chandlee Sons Co.	1203	2130		10.00
Greenville Supply Co.	1203	2119		144.00
Harvey's Dairy	1203	1474		850.00
Herf Frerich Chem. Co.	1217	2117		13.91
W. H. King Drug Co.	1202	2184		19.50
Morris & Co.	1203	2129		330.24
Richmond Paper Co.	1202	2185		67.50
Williams-Woodson Co.	1203	2187		675.00
R. C. Williams & Co.	1203	2176		42.50
				3,060.96
HOUSEKEEPING:				
L. N. Davis Chemical Works	1202	2180		24.00
MEDICAL AND SURGICAL CARE:				
W. H. King Drug Co.	1206	2189	\$	1.95
W. H. King Drug Co.	1207	2189		37.40
W. H. King Drug Co.	1207	2190		3.25
				42.60
LIGHT, HEAT, POWER AND WATER:				
Brooks Oil Co.	1218	2152	\$	60.00
Smith-Courtney Co.	3118	2158		19.00
				79.00
INSTRUCTIONAL:				
American Book Co.	1209-B	2172	\$	29.10
Century Co.	1209-B	2171		86.40
A. B. Ellington	1209	2181		2.40
Library of Congress	1210	2163		20.00
MacMillan Co.	1209-B	2173		110.00
MacMillan Co.	1209-B	2165		57.60
MacMillan Co.	1209-B	2147		300.00
J. P. Stevens Engraving Co.	1209	2098		562.50
				1,168.00
AGRICULTURAL:				
H. L. Hodges	1214	2166		25.00
Total			\$	4,404.36

SCHEDULE E-6

PER CAPITA COST

JULY 1, 1927, TO JUNE 30, 1928

	Average No. Pupils	Expendi- tures	AVERAGE PER CAPITA COST	
			For the Period	For Day
MAINTENANCE:				
Office and administration.....	690	\$ 31,382.49	\$ 45.48	\$.1421
Subsistence.....		82,451.52	119.49	.3734
Housekeeping.....		10,103.12	14.64	.0458
Laundering.....		13,355.41	19.36	.0605
Medical and surgical care.....		1,502.56	2.18	.0068
Nursing and attendance.....		2,994.35	4.34	.0136
Light, heat, power and water.....		30,015.73	43.50	.1359
Care of buildings, grounds and equipment.....		20,780.49	30.12	.0941
Instructional.....		139,022.11	201.48	.62.96
Agricultural.....		1,916.90	2.78	.0087
Total.....		\$333,524.68	\$ 483.37	\$ 1.5105
SUBSISTENCE:				
Food Items.....		\$ 61,899.68	\$ 89.71	\$.2803
FARM PRODUCTS CONSUMED AS FOOD.....		2,967.15	4.30	.0134
Total.....		\$ 64,866.83	\$ 94.01	\$.2937

DAYS RUN.....320

EXHIBIT "F"

RECEIPTS AND DISBURSEMENTS—SALARY—PAY ROLL FUND

JULY 1, 1927, TO JUNE 30, 1928

RECEIPTS:			
August	10, 1927	\$ 568.00
August	22, 1927	6,968.13
August	30, 1927	700.00
August	31, 1927	10,826.71
October	1, 1927	13,605.84
October	31, 1927	13,605.84
November	30, 1927	13,205.82
December	15, 1927	13,354.84
January	29, 1928	13,365.84
February	28, 1928	13,365.82
March	31, 1928	13,400.84
April	27, 1928	13,875.84
May	29, 1928	13,760.82
June	14, 1928	148.28
June	22, 1928	247.13
June	30, 1928	13,073.34
June	30, 1928	5,522.41
June	30, 1928	1,100.00
June	30, 1928	826.23
			\$ 161,521.73
DISBURSEMENTS:			
August	10, 1927	Salary-Pay Roll Account.....	\$ 568.00
August	31, 1927	Salary-Pay Roll Account, Regular.....	10,826.71
August	22, 1927	Salary-Pay Roll Account, Summer School.....	6,968.13
August	22, 1927	Weekly-Labor Pay Roll.....	700.00
September	30, 1927	Salary-Pay Roll, Regular.....	13,605.84
October	30, 1927	Salary-Pay Roll, Regular.....	13,605.84
November	30, 1927	Salary-Pay Roll, Regular.....	13,205.82
December	15, 1927	Salary-Pay Roll, Regular.....	13,354.84
January	29, 1928	Salary-Pay Roll, Regular.....	13,365.84
February	28, 1928	Salary-Pay Roll, Regular.....	13,365.82
March	31, 1928	Salary-Pay Roll, Regular.....	13,400.84
April	27, 1928	Salary-Pay Roll, Regular.....	13,875.84
May	29, 1928	Salary-Pay Roll, Regular.....	13,760.82
June	14, 1928	Weekly-Labor Pay Roll.....	148.28
June	22, 1928	Weekly-Labor Pay Roll.....	247.13
June	30, 1928	Salary-Pay Roll Account, Regular.....	13,073.34
June	30, 1928	Salary-Pay Roll Account, Regular.....	1,100.00
June	30, 1928	Salary-Pay Roll Account, Summer School.....	5,522.41
June	30, 1928	Weekly-Labor Pay Roll.....	826.23
			161,521.73

SCHEDULE F-1

CASH RECONCILEMENT—SALARY—PAY ROLL FUND

JUNE 30, 1928

June 30, 1928 Balance—The National Bank of Greenville, North Carolina.....	\$ 18,150.18	
ADD:		
Settlement salary—Pay roll for June and deposited in July.....	1,100.00	
Settlement weekly—Pay roll for last week, June and deposited in July.....	826.23	
		\$ 20,076.41
DEDUCT:		
Outstanding checks.....		20,076.41

SCHEDULE F-2

OUTSTANDING CHECKS—SALARY—PAY ROLL FUND

JUNE 30, 1928

NUMBER	AMOUNT	NUMBER	AMOUNT	NUMBER	AMOUNT
668.....	\$ 91.66	791.....	\$ 56.25	826.....	\$ 216.67
757.....	300.00	792.....	666.67	827.....	216.67
758.....	162.50	793.....	395.83	828.....	216.67
759.....	162.50	794.....	183.33	829.....	216.67
760.....	150.00	795.....	138.33	830.....	216.67
761.....	125.00	796.....	138.33	831.....	216.67
762.....	150.00	797.....	100.00	832.....	200.00
763.....	125.00	798.....	125.00	833.....	200.00
764.....	237.50	799.....	200.00	834.....	200.00
765.....	262.50	800.....	104.17	835.....	200.00
766.....	206.25	801.....	100.00	836.....	200.00
767.....	281.25	802.....	100.00	837.....	183.33
768.....	187.50	803.....	125.00	838.....	183.33
769.....	287.50	804.....	100.00	839.....	183.33
770.....	162.50	805.....	116.67	840.....	183.33
771.....	125.00	806.....	191.67	841.....	137.50
772.....	162.50	807.....	208.33	842.....	200.00
773.....	150.00	808.....	150.00	843.....	200.00
774.....	262.50	809.....	158.33	844.....	183.33
775.....	162.50	810.....	200.00	845.....	166.67
776.....	112.50	811.....	125.00	846.....	150.00
777.....	150.00	812.....	200.00	847.....	150.00
778.....	150.00	813.....	383.33	848.....	183.33
779.....	150.00	814.....	183.33	849.....	137.50
780.....	137.50	815.....	375.00	850.....	150.00
781.....	125.00	816.....	350.00	851.....	166.67
782.....	262.50	817.....	350.00	852.....	166.67
783.....	100.00	818.....	350.00	853.....	75.00
784.....	83.33	819.....	275.00	854.....	130.00
785.....	70.33	820.....	316.67	855.....	216.67
786.....	81.25	821.....	283.33	887.....	25.00
787.....	81.25	822.....	275.00	888.....	16.50
788.....	150.00	823.....	225.00	891.....	22.00
789.....	56.25	824.....	216.67	893.....	11.00
790.....	93.75	825.....	216.67	894.....	11.00

SCHEDULE F-2—Continued

NUMBER	AMOUNT	NUMBER	AMOUNT	NUMBER	AMOUNT
897.....	\$ 11.00	936.....	\$ 25.00	955.....	\$ 4.30
903.....	8.50	940.....	12.50	956.....	4.30
906.....	35.00	942.....	12.50	959.....	4.30
908.....	12.00	944.....	10.00	964.....	400.00
911.....	8.00	949.....	10.00	965.....	333.33
919.....	7.60	950.....	10.00	966.....	366.67
924.....	7.60	951.....	4.30		
934.....	4.00	952.....	4.30	Total.....	\$ 20,076.41
935.....	4.00	953.....	4.30		

EXHIBIT "G"

COMPENSATION OF SALARIED EMPLOYEES

FOR THE FISCAL YEAR ENDED JUNE 30, 1928

Function Name or No. of Employees	Nature of Service	Salary or Wage per Month	Commutation
OFFICE AND ADMINISTRATION:			
Robert H. Wright.....	President.....	\$ 666.66	House, light, water and heat
J. B. Spilman.....	Treasurer.....	395.83	None
Ola S. Ross.....	Custodian of Records.....	183.33	None
Beulah Westmoreland.....	Stenographer-Secretary.....	138.34	None
Helen Herbert.....	Secretary to President.....	138.34	None
Hazel Willis.....	Stenographer.....	100.00	None
Mrs. Johnetta W. Spilman.....	Bookkeeper-Cashier.....	100.00	None
B. W. Ginn.....	Bookkeeper.....	200.00	None
SUBSISTENCE:			
Mrs. Nannie F. Jeter.....	Matron.....	158.33	Room, board, laundry and medical attention
Nell May Keel.....	Assistant Matron.....	91.66	Room, board, laundry and medical attention
Two.....	Cooks (\$25.00 per week).....		
Seventeen.....	Helpers (\$12.50 per week).....		
HOUSEKEEPING:			
Annie Morton.....	Lady Principal.....	225.00	Room, board, laundry and medical attention
Arley V. Moore.....	Dormitory Matron.....	104.16	Room, board, laundry and medical attention
Mrs. Gertrude M. Day.....	Dormitory Matron.....	100.00	Room, board, laundry and medical attention
Eleven.....	Maids (\$6.00 per week).....		Meals
LAUNDERING:			
J. J. Whitley.....	Laundry Superintendent.....	150.00	None
Two.....	Helpers (\$10.00 per week).....		None
Thirty-three.....	Helpers (\$8.40 per week).....		None
MEDICAL AND SURGICAL CARE:			
Dr. J. E. Nobles.....	Physician.....	100.00	None
NURSING AND ATTENDANCE:			
Annie Morris.....	Registered Nurse.....	125.00	Room, board, laundry and medical attention
Imo Edward.....	Registered Nurse.....	100.00	Room, board, laundry and medical attention
One.....	Maid (\$6.00 per week).....		Meals

EXHIBIT "G"—Continued

Function Name or No. of Employees	Nature of Service	Salary or Wage per Month	Commutation
LIGHT, HEAT, POWER AND			
WATER:			
O. C. Holmes.....	Chief Engineer.....	\$ 266.67	None
Wade Holmes.....	Assistant Engineer.....	191.67	None
Four.....	Firemen (\$24.50 per week) ..		None
One.....	Fireman (\$18.50 per week) ..		None
CARE OF BUILDINGS,			
GROUNDS AND EQUIPMENT:			
A. C. Fornes.....	Superintendent of Build- ings and Grounds	208.34	None
One.....	Carpenter.....	150.00	None
One.....	Watchman.....	158.33	None
Two.....	Janitors (\$15.00 per week) ..		Meals
Five.....	Laborers (\$15.00 per week) ..		None
INSTRUCTIONAL:			
Helen G. Gray.....	Librarian.....	200.00	None
Mattie Scoville.....	Stenographer-Secretary.....	125.00	None
H. E. Austin.....	Teacher.....	383.33	None
Leon R. Meadows.....	Teacher.....	383.33	None
E. C. Holland.....	Teacher.....	325.00	None
R. J. Slay.....	Teacher.....	350.00	None
R. C. Deal.....	Teacher.....	350.00	None
C. L. Adams.....	Teacher.....	350.00	None
E. C. Hollar.....	Teacher.....	275.00	None
Beecher Flanagan.....	Teacher.....	225.00	None
Hubert C. Haynes.....	Teacher.....	275.00	None
Alice V. Wilson.....	Teacher.....	216.66	None
Sallie Joyner Davis.....	Teacher.....	216.66	None
Maria D. Graham.....	Teacher.....	216.66	None
Ella D. Wilkes.....	Teacher.....	200.00	None
Kate W. Lewis.....	Teacher.....	216.67	None
Mamie E. Jenkins.....	Teacher.....	216.67	None
Wille M. Bomar.....	Teacher.....	166.67	None
Dorothy Dean.....	Teacher.....	166.67	None
Emma L. Hooper.....	Teacher.....	216.67	None
Alice L. Turner.....	Teacher.....	216.67	None
Ruth Bonewitz.....	Teacher.....	150.00	None
Mary J. Alexander.....	Teacher.....	200.00	None
Gussie Kuykendall.....	Teacher.....	200.00	None
Dora Mead.....	Teacher.....	183.33	None
Mary Bertolet.....	Teacher.....	183.33	None
Lois V. Gorrell.....	Teacher.....	183.33	None
Fannie Cherry.....	Teacher.....	150.00	None
Dora Coates.....	Teacher.....	200.00	None
Ruth Townsend.....	Teacher.....	183.34	None
Frances Wahl.....	Teacher.....	200.00	None
Laura Rose.....	Teacher.....	200.00	None
Bonnie Howard.....	Teacher.....	166.66	None
P. W. Picklesimer.....	Teacher.....	216.66	None
Margaret Salmon.....	Teacher.....	137.50	None
M. L. Wright.....	Teacher.....	375.00	None
Howard J. McGinnis.....	Teacher.....	316.66	None
A. D. Frank.....	Teacher.....	283.34	None
Agnes L. Whiteside.....	Teacher.....	216.66	None
Bettie White.....	Teacher.....	200.00	None
Cleo Rainwater.....	Teacher.....	183.34	None

EXHIBIT "G"—Continued

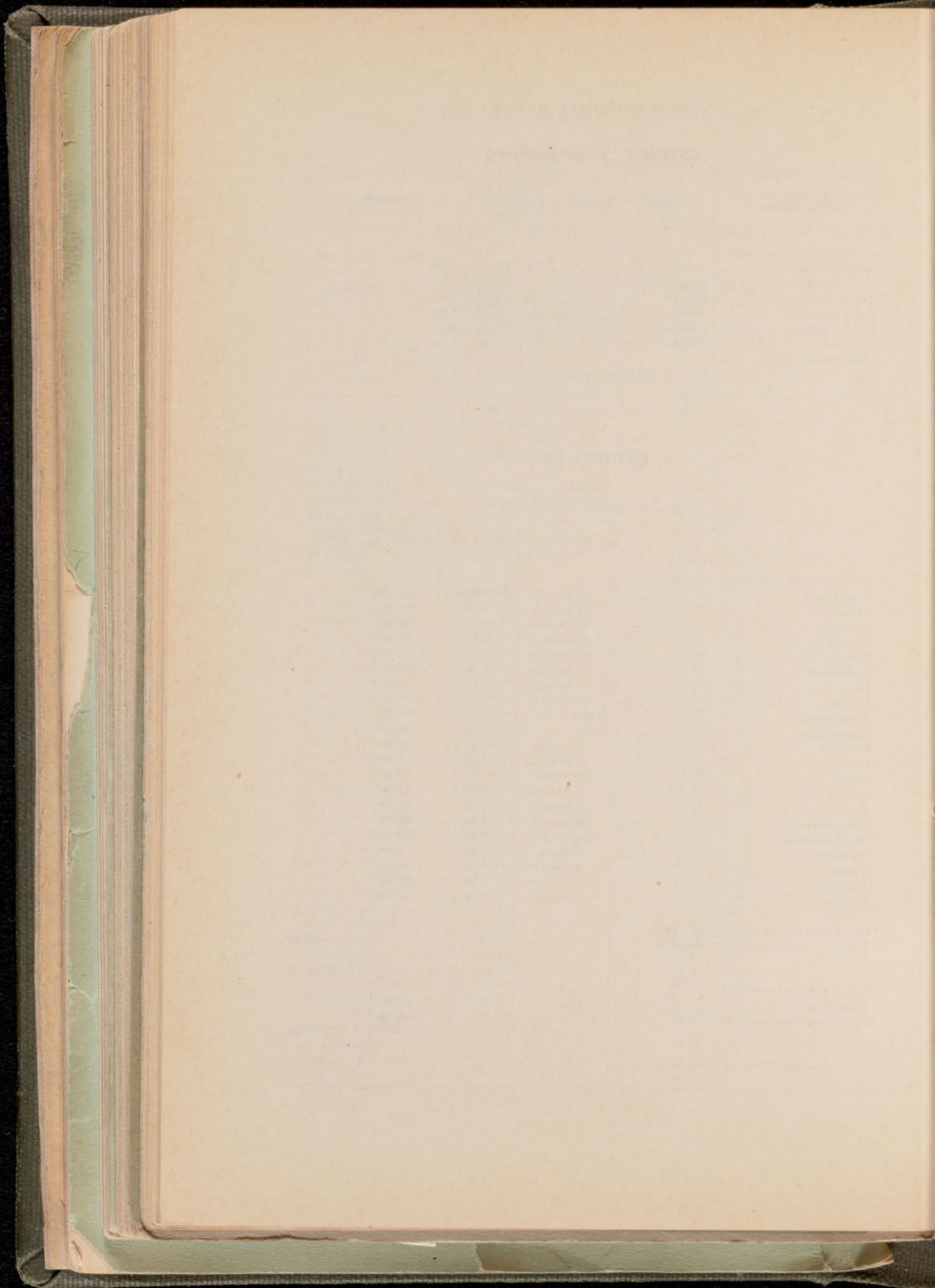
Function Name or No. of Employees	Nature of Service	Salary or Wage per Month	Commutation
INSTRUCTIONAL—Continued:			
Mary McCrae.....	Teacher.....	\$ 137.50	None
Annie Redwine.....	Teacher.....	150.00	None
Louise Charlton.....	Teacher.....	150.00	None
Grace McGuire.....	Teacher.....	183.33	None
Mable Ogden.....	Teacher.....	137.50	None
J. H. Rose.....	Teacher.....	75.00	None
AGRICULTURAL:			
One.....	Farmer (\$21.00 per week).....		None

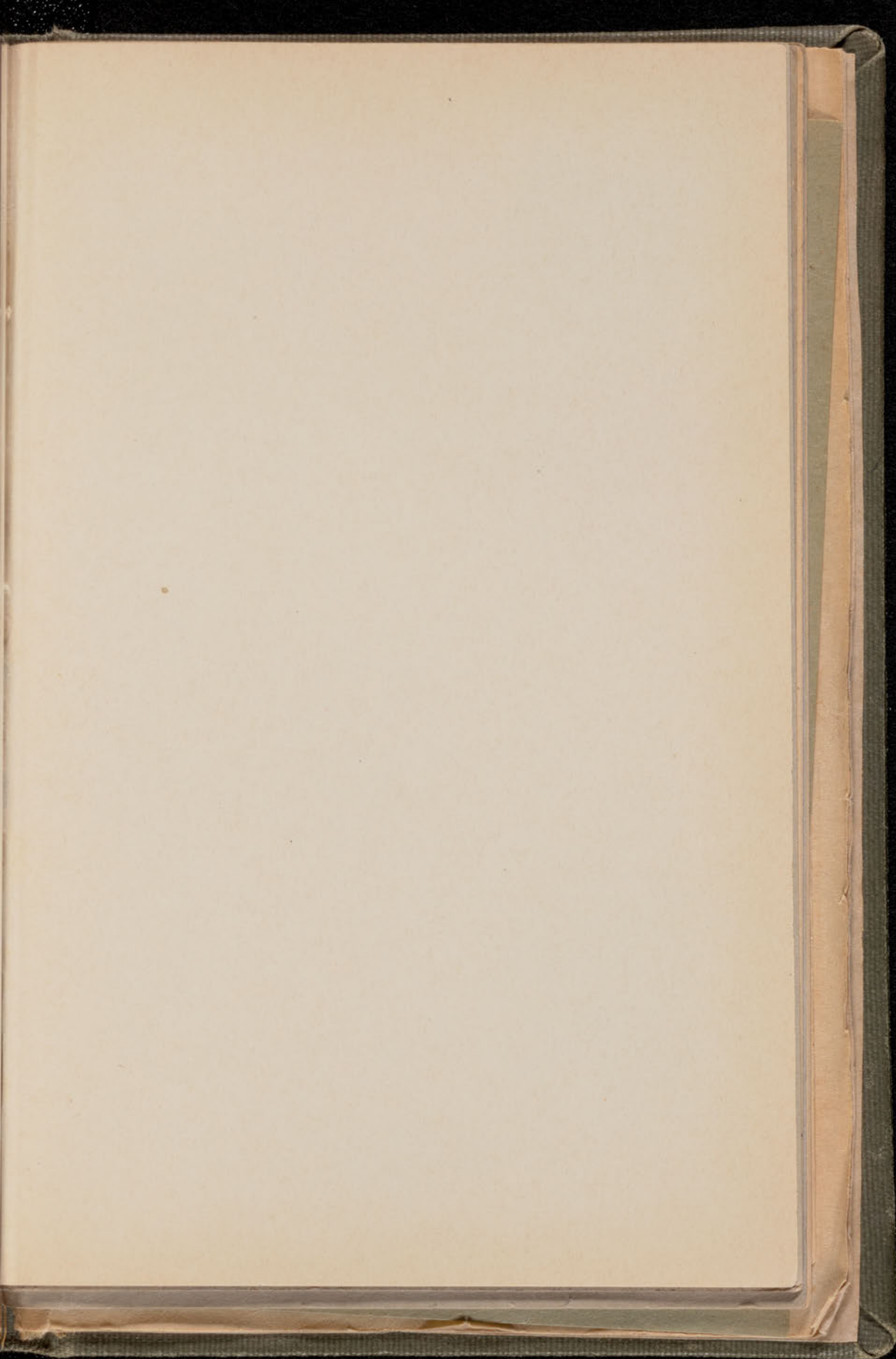
EXHIBIT "H"

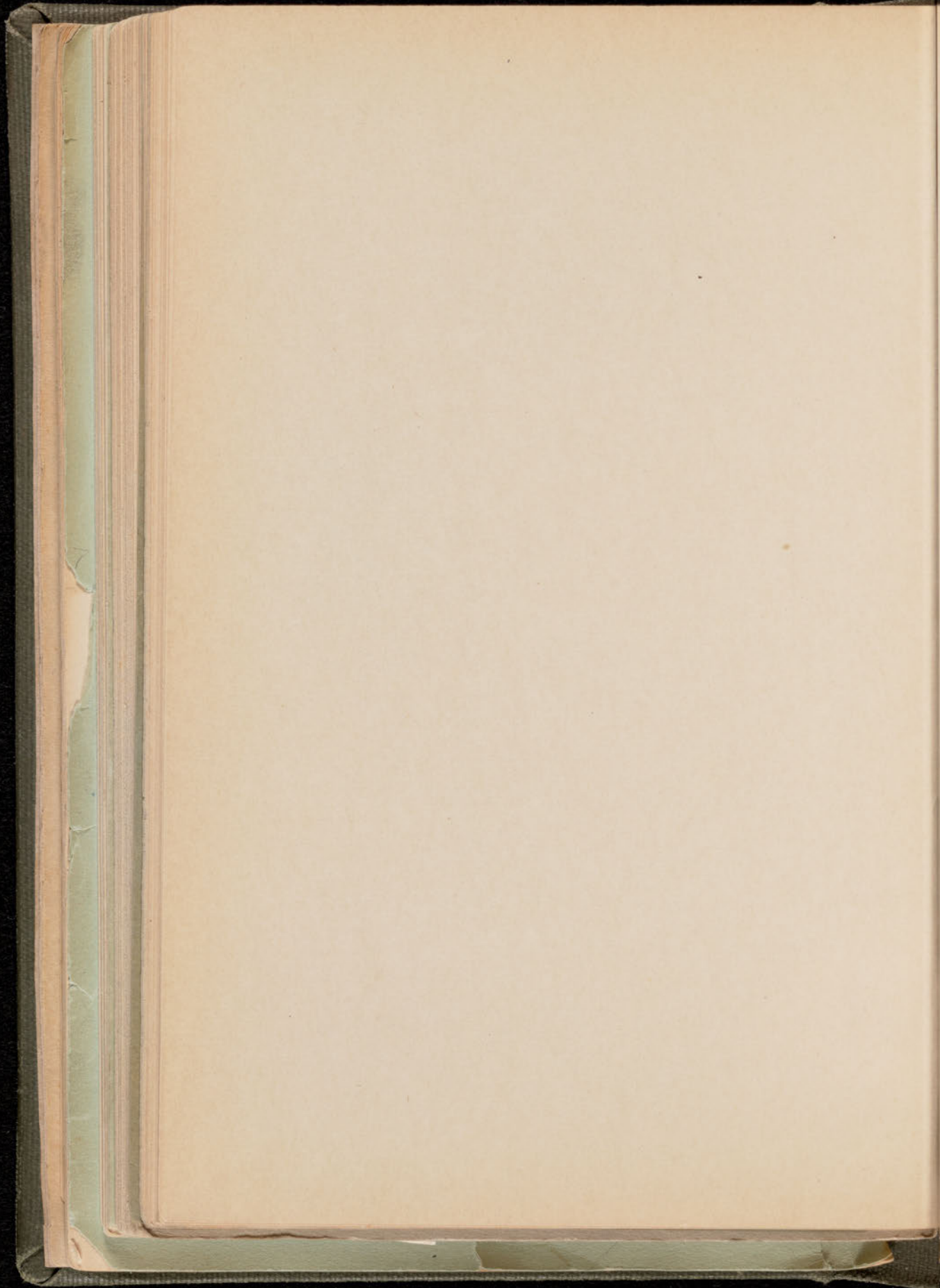
FARM

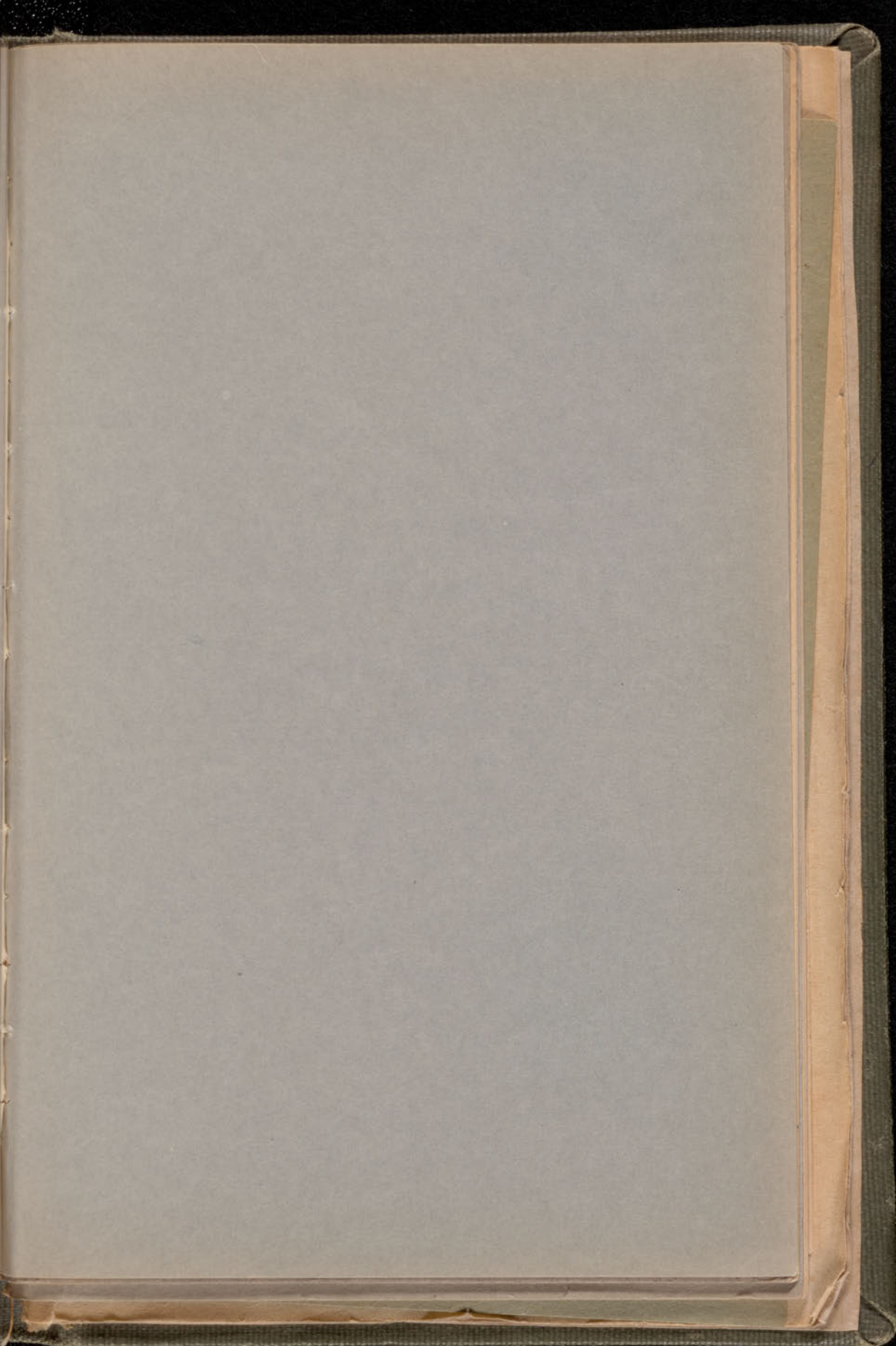
JULY 1, 1927, TO JUNE 30, 1928

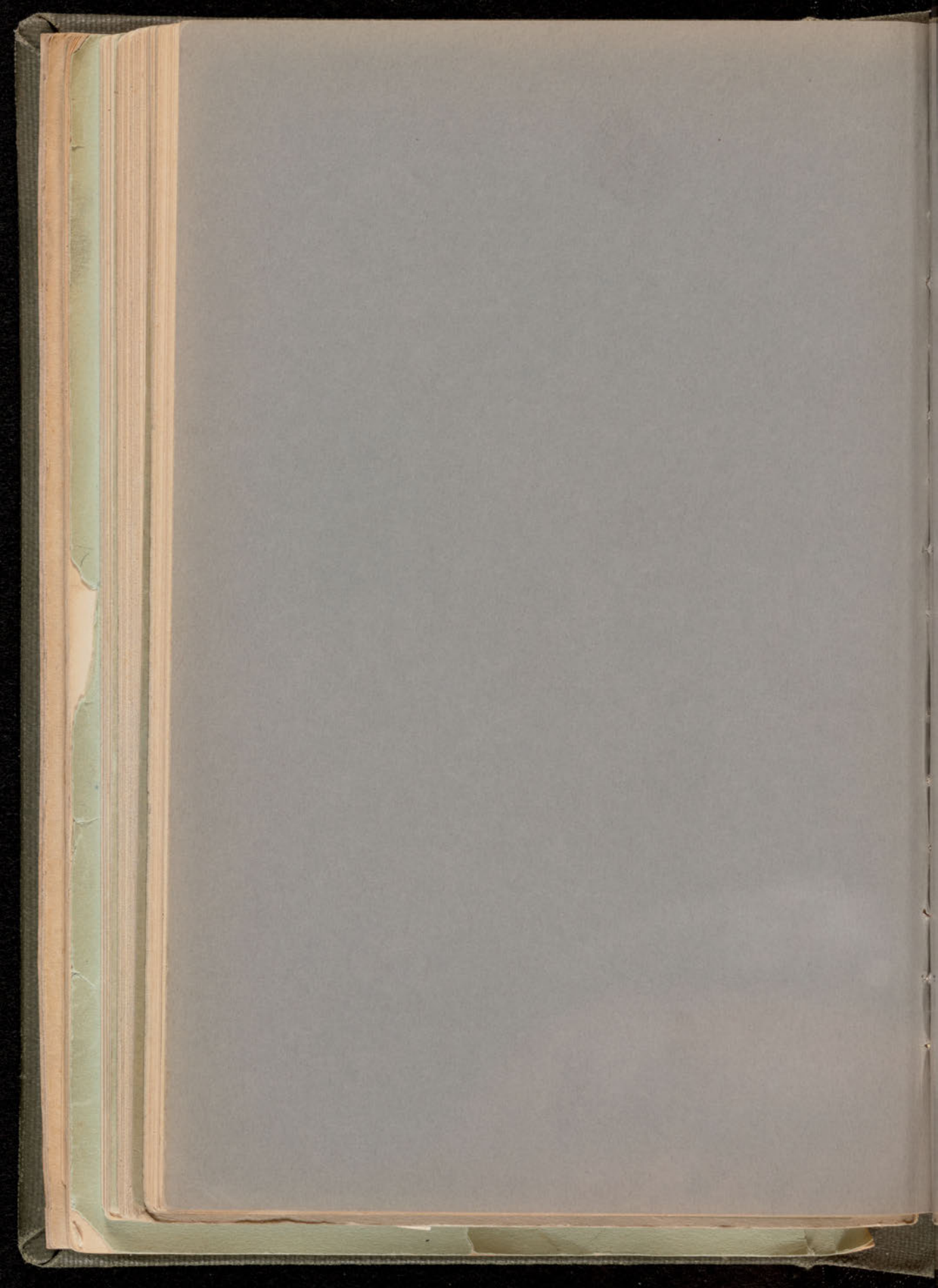
	Quantity	Price	Amount	Total
FARM PRODUCTS CONSUMED AS FOOD:				
Snap beans.....	138 bushels	\$ 2.50	\$ 345.00	
Beets.....	142 bushels	1.50	213.00	
Cabbage.....	80 bushels	2.00	160.00	
Carrots.....	12 bushels	1.00	12.00	
Roasting ears corn.....	171 bushels	1.50	256.50	
Cucumbers.....	56 bushels	3.00	168.00	
Kale.....	25 barrels	3.00	75.00	
Lettuce.....	14 bushels	2.50	35.00	
Watermelons.....	1,025	.20	102.50	
Cantaloupes.....	707	.05	35.35	
Mustard.....	9 barrels	3.00	27.00	
Okra.....	9 bushels	2.50	22.50	
Onions.....	213 dozen	.10	21.30	
Onions.....	4 bushels	2.50	10.00	
Peppers.....	35 bushels	2.50	87.50	
Irish potatoes.....	140 barrels	5.00	700.00	
Sweet potatoes.....	132 barrels	3.00	396.00	
Radishes.....	2 pecks	1.00	2.00	
Squash.....	8 barrels	7.00	56.00	
Tomatoes.....	91 bushels	2.50	227.50	
Turnips.....	5 barrels	3.00	15.00	
				\$ 2,967.15
FARM PRODUCTS CONSUMED ON FARM:				
Various feed for two mules, estimate.....				480.00
				\$ 3,447.15
LESS: COST OF OPERATIONS:				
Maintenance.....			\$ 1,891.90	
Farm products consumed on farm.....			480.00	
				2,371.90
Nominal Profit on Operations.....				\$ 1,075.25











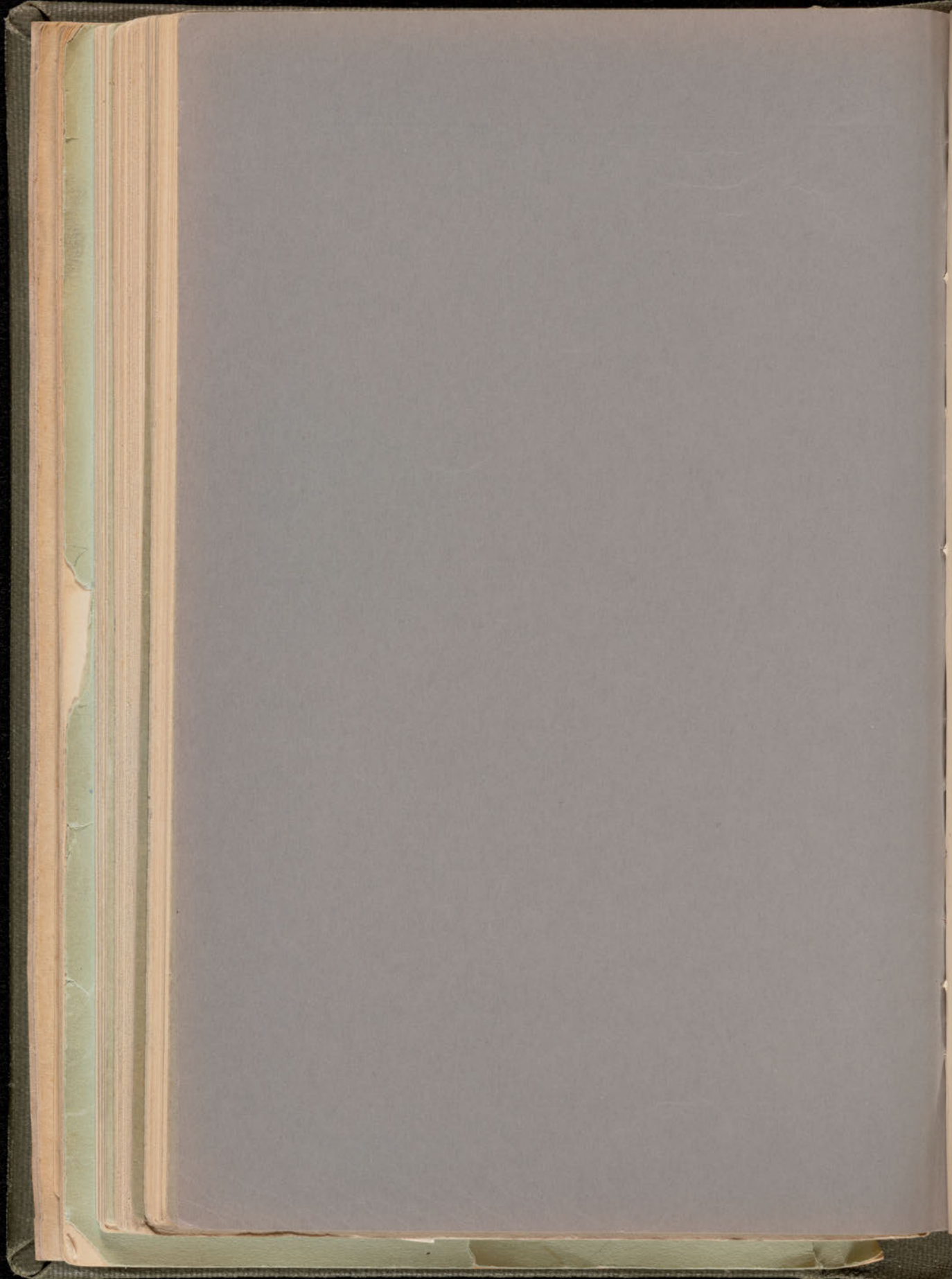
2985

ELEVENTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF
EAST CAROLINA
TEACHERS COLLEGE

GREENVILLE, N. C.



SEPTEMBER 1, 1928, TO AUGUST 31, 1930



ELEVENTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF
East Carolina Teachers
College

GREENVILLE, N. C.

SEPTEMBER 1, 1928, TO AUGUST 31, 1930



BOARD OF TRUSTEES
EAST CAROLINA TEACHERS COLLEGE

GREENVILLE, N. C.

		<i>Term Expires</i>
✓ HON. A. T. ALLEN, <i>Chairman Ex Officio</i>	Raleigh	
✓ O. P. MAKEPEACE	Sanford	1931
✓ W. S. MOYE	Rocky Mount	1931
J. K. WARREN	Trenton	1931
A. B. ANDREWS	Raleigh	1931
MRS. JOHN G. DAWSON	Kinston	1933
MRS. CHAS. S. FORBES	Greenville	1933
CARL GOERCH	Washington	1933
✓ MRS. W. B. MURPHY	Snow Hill	1933
✓ HENRY CLARK BRIDGERS	Tarboro	1935
✓ E. G. FLANAGAN	Greenville	1935
✓ JAMES L. GRIFFIN	Pittsboro	1935
✓ F. C. HARDING	Greenville	1935

OFFICERS OF THE BOARD

A. T. ALLEN

State Superintendent of Public Instruction

Ex Officio Chairman

LEON R. MEADOWS, *Secretary*

J. B. SPILMAN, *Treasurer*

EXECUTIVE COMMITTEE

A. T. ALLEN, *Chairman*

F. C. HARDING

BUILDING COMMITTEE

E. G. FLANAGAN, *Chairman*

J. K. WARREN

HENRY C. BRIDGERS

O. P. MAKEPEACE

ROBERT H. WRIGHT, *Secretary*

LETTER OF TRANSMITTAL

STATE DEPARTMENT OF EDUCATION
RALEIGH, N. C.

To His Excellency,
Governor O. MAX GARDNER,
RALEIGH, N. C.

DEAR SIR:

In compliance with Section 5871 of the Consolidated Statutes, I have the honor to transmit herewith the report of the Board of Trustees of the East Carolina Teachers College for the biennium ending June 30, 1930.

This report is made up of the report of the President of the institution which was received and accepted by the Board of Trustees. There is also included in this report the report of the Salaries and Policies Committee, also the report of the Budget Committee.

The Board of Trustees of East Carolina Teachers College requested the Committee on Salaries and Policies to make a thorough study of the professional needs of the college and of the permanent improvement program necessary to carry on these activities. The report of the Salaries and Policies Committee was referred to the Budget Committee of the Board of Trustees for special study and recommendations to the Board. These reports were finally adopted by the Board of Trustees as a part of the Board's report. The Board's recommendations are made with the full realization of the financial conditions that confront us.

It is the desire of the Board that the audit of financial transactions for the biennium including both maintenance and permanent improvement funds be also included.

Yours very sincerely,

A. T. Allen

Chairman, Ex Officio, Board of Trustees.

ELEVENTH BIENNIAL REPORT
OF THE
PRESIDENT OF EAST CAROLINA
TEACHERS COLLEGE
TO THE
BOARD OF TRUSTEES OF EAST CAROLINA
TEACHERS COLLEGE

August 21, 1930.

This report covers a period of two years, from September 1, 1928, to August 31, 1930.

During the first year of this biennium the college for the first time in its history, had sufficient teaching and administrative force to meet adequately the demands of the student body in every line of activity except health work and the operation of the library. The appropriation made by the General Assembly of 1929 caused us to make drastic cuts in almost every department. As a result, we are not equipped to train special teachers in physical education, drawing, or public school music. We have been forced to reduce the teaching staff, drop employees, and cut wages until further reduction will very seriously handicap the operation of the college. The Treasurer's report shows a reduction in every expenditure, item by item, for 1929-1930 over 1928-1929.

Recent school legislation has reduced the number of teachers attending the summer quarter, though the Registrar's report shows no reduction for the regular college year.

Superintendents are employing the better trained teachers—graduates of our four-year course, in preference to those of less training. This is probably due to the surplus of teachers in the state. If the teachers trained in our state were given preference over those trained elsewhere the surplus of North Carolina trained teachers would be reduced almost to zero.

There is an ever increasing demand for teachers holding the M.A. degree. We are having a large number of inquiries about our graduate work and a number are making application for work in this field, but due to the reduction in our teaching staff we can receive only a few of those applying. This summer we have seven doing graduate work.

There is not an A grade college in North Carolina training people to be teachers of commercial subjects. Our college should offer this work not later than 1931-32. The report of the Committee on Salaries and Policies shows clearly this need. I am submitting this report herewith as a part of my report.

The report of the Budget Committee is also submitted herewith as a part of this report. I trust you will study these reports carefully, as they contain our legislative needs for the next biennium.

If the recommendations of the above mentioned committees are adopted the General Assembly of 1931 should make the following appropriations:

A—Maintenance, 1931-32	\$268,600.00
Maintenance, 1932-33	262,400.00
B—Permanent Improvement, 1931-32	346,500.00

These funds are necessary for the efficient operation of the college.

Attached to this report as a part of it is the report of the Treasurer and also the report of the Registrar. These reports contain data of interest to the public as well as to the Board of Trustees. It is especially interesting to know that the student fees last year paid for every expense of the college except instruction and paid nearly \$6,000 on this item. This means the students paid all the expense of (A) Administration, (B) Dining Room and Kitchen, (C) Dormitories and housekeeping, (D) Laundry, (E) Infirmary and care of the sick, (F) Operation of power plant and utilities, (G) Upkeep of the grounds and all buildings, and had approximately \$6,000 to go on instruction. By law, literary tuition in this college is free to those who agree to teach. Last year we received nothing from this source, and the year preceding we received only \$20.

The Registrar's report shows that the type of student attending college here is serious minded and capable. We had only 14.2% of our students with one or more failures.

The General Assembly of 1929 appropriated \$283,000.00 for permanent improvements as follows:

A—New Administration Building	\$50,000.00
B—New Infirmary	60,000.00
C—First Unit of Classroom Building	70,000.00
D—Second Unit of Training School	65,000.00
E—Alterations in Old Administration Building	17,000.00
F—Equipment	15,000.00
G—Spur Track	6,000.00
	<hr/>
	\$283,000.00

Contracts have been let for this construction and the buildings will be completed and ready for occupancy by the opening of the fall quarter.

Our children cannot meet the demands of this complicated civilization if we do not give them the best possible education. They cannot be properly educated without trained teachers. East Carolina Teachers College was built by our State for this one purpose. The Trustees and Administrative Officers of the college have held it to its original purpose. As a result the college has grown in favor with the public, for which we are grateful.

Our motto is, "To Serve."

Respectfully submitted,

ROBERT H. WRIGHT,

President.

To the Board of Trustees, East Carolina Teachers College:

March 13, 1930.

Your Committee on Salaries and Policies met in the office of the President at 3:30 P. M., March 12, and begs leave to report the result of its deliberation.

Your Committee endeavored to consider the institution in connection with its larger place in the life of the State, and to list some of the major and immediate needs of the institution which appear to your Committee to be necessary if the institution is to do the work for which it was established. Your Committee has in mind the probable situation for the biennium 1931-33. Your Committee is cognizant of the fact that the economic pressure in recent years, together with the development of the public school system has changed considerably the attitude of administrative officers who employ teachers.

In the first place economic pressure has reduced the turnover in the teaching profession and limited the creation of new teaching positions. Out of these two things has come a surplus of teachers. This increased teaching load makes more extensive and specific preparation necessary on the part of the prospective teachers. It is necessary, therefore, for the institution to extend and modify its curriculum in several particulars if this new demand is to be met. The Board of Trustees at a former meeting directed that an additional year of work be offered at this institution, leading to the Master's degree in education. Many of the larger high schools are now demanding this degree before employing a new and inexperienced teacher. This institution would, therefore, be placed in a position to give this work on a high level of efficiency. This additional year of work will invigorate the faculty and tend to tone up the whole student body and bring about a higher type of work in each year of the regular college field.

This degree has come to be almost necessary in order to enable a young teacher to meet the increasing competition. Your Committee is of the opinion that immediate provision should be made for this work.

There is also a widespread demand among the high schools of the state for well trained teachers of commercial subjects. There is no place in North Carolina to which a girl can go and receive the preparation demanded by employing authorities. It is necessary for these teachers to be imported. In the opinion of your Committee this institution should make provision for the preparation of such teachers.

In addition to this, physical education in connection with instruction in health, has come to be considered a major subject in public school work. The East Carolina Teachers College is not now in position to give the proper instruction to prospective teachers in this great field of education. A strong department in physical education should be established at the earliest possible date.

The college is further limited in its facilities for giving instruction on the artistic side of life, and should be strengthened in that field.

The erection of an additional unit at the practice school made possible the employment of eight additional critic teachers. The absolute necessity of a practice school in connection with a teachers college is known to

everyone. Provision should be made for the employment of the best critic teachers possible.

In connection with these adjustments, extension, and enlargements and modifications to meet the new demands of the changing conditions in the state your Committee is of the opinion that an additional personnel of twenty-one persons will be necessary, at salaries ranging from \$2,000 to \$4,000 per year. It will probably take approximately \$60,000 additional funds for instructional service to provide in the next biennium for the suggested enlargements which your Committee has the honor to recommend.

Along with the increased personnel your Committee finds urgent need for additional instructional supplies and equipment. It will probably take \$5,000 a year in this biennium to fit the various laboratories and other instruction rooms with equipment necessary for efficient instruction.

Furthermore, it is necessary to keep the library up to date. All fields of knowledge are constantly widening and new books must constantly be procured in order to keep the students in touch with the newest things in each field of knowledge. Your Committee estimates that it will take additional funds for library books to the amount of \$5,000 a year.

The reception hall in front of the new dining hall should, in the opinion of your Committee, be furnished tastefully and comfortably. The ~~library~~ *parlor* in the dormitories in which the young ladies congregate should be furnished in such a way as will make them artistic and attractive. For these purposes approximately \$5,000 will be needed.

The Committee understands that no new pianos have been purchased for a number of years, and it will be necessary to purchase four pianos in that biennium to enable the music department to function properly.

The expenditure of five or six hundred dollars a year to secure occasional lectures by distinguished people would be very beneficial. This might be provided out of a student fee of some kind.

When your Committee came to consider the plant from the standpoint of carrying on the work necessary in teachers college it is of the opinion that a commodious gymnasium should be erected, because without that, one of the major fields of instruction in an institution of this type and one of the major fields of instruction in the public schools—namely, health education, must be neglected.

Your Committee is of the opinion that the present library building and Ragsdale Hall should be completed as originally contemplated.

The further enlargement of the plant would embrace the erection of a practice house for home economics and a home for the steward and additional dormitory unit to accommodate about 75 girls, and the third unit of the practice school.

Your Committee respectfully commends to the judgment of the Board the careful consideration of these contemplated enlargements.

In order for the institution to carry on its subsidiary but necessary activities it seems to your Committee there should be erected a commodious garage and wood shop and stables or barns for the horses. Furthermore, in the opinion of your Committee, an institution of this type should give careful consideration and attention to the general appearance of the plant.

and to the convenience of the young ladies in attendance at the institution and of the general public. Walks and roadways should be provided as extensively as means will permit and very definite attention should be given to the beautification of the grounds through a planting scheme and the growing of grass and shrubbery. Your Committee, therefore, very respectfully recommends to the full Board of Trustees that it consider the questions mentioned here and take such action as may seem wise to it.

(Signed) A. T. ALLEN,
Chairman.

MRS. W. B. MURPHY,
Secretary.



REPORT OF THE BUDGET COMMITTEE
TO THE
BOARD OF TRUSTEES
EAST CAROLINA TEACHERS COLLEGE

OFFICE OF THE PRESIDENT

August 21, 1930.

Your Committee met August 8, 1930, and made a careful study of the report of the Committee on Salaries and Policies. The Committee also went through the buildings, and gave personal attention to every recommendation in the report of the Salaries and Policies Committee. As a result of this study we recommend to the Board of Trustees that they ask the General Assembly of 1931 to increase the maintenance appropriation as follows:

8 Teachers—Critic	\$16,000.00
12 Teachers—College	31,000.00
1 Librarian	4,000.00
1 Assistant to the Dean of Women	1,500.00
Teacher Salary Schedule	5,000.00
Furniture:	
A. Reception Hall at Dining Room	2,000.00
B. Parlors in Dormitories	3,000.00
Three Pianos	1,200.00
Total	\$64,200.00

Also, that the Board of Trustees ask the General Assembly of 1931 to appropriate \$346,500.00 for permanent improvements for the following purposes:

A. Gymnasium	\$175,000.00
B. Library	5,000.00
C. Ragsdale Hall	20,000.00
D. Practice House	3,000.00
E. Home for Steward	6,000.00
F. Dormitory	60,000.00
G. Training School	65,000.00
H. Garage, Carpenter's Shop, Stables	5,000.00
I. Walks, Roadways, Planting, Grounds, Etc.	7,500.00
Total	\$346,500.00

Respectfully submitted,

HENRY C. BRIDGERS, *Chairman*,
ROBERT H. WRIGHT, *Secretary*,
J. B. SPILMAN,
W. S. MOYE.

REPORT OF THE BUILDING COMMITTEE
TO THE
BOARD OF TRUSTEES
OF
EAST CAROLINA TEACHERS COLLEGE

This report covers the period from April 23, 1929, to September 29, 1930.

At the April meeting Mr. George R. Berryman, Raleigh, N. C., was unanimously selected as architect for the building program. This selection was approved by the director of the Budget.

The General Assembly of 1929 made an appropriation of \$283,000 for permanent improvements. The itemization of this appropriation will be found in the report of the architect which is attached hereto as a part of this report.

It is the belief of your Committee that we have been able to secure contracts for construction work at an unusually low figure. The construction work is nearing completion. The four buildings erected under this contract are practically fireproof. The workmanship is good, and your Committee is convinced that we have secured a hundred cents worth of construction for every dollar spent. It is a great relief to the management of the college and to the Building Committee to know that all college records are now housed in a fireproof building.

Respectfully submitted,

E. G. FLANAGAN,
Chairman.

ROBERT H. WRIGHT,
Secretary.

GEO. R. BERRYMAN, A. I. A.
ARCHITECT
Raleigh, N. C.

September 29, 1930.

MR. E. G. FLANAGAN, *Chairman Building Committee,*
East Carolina Teachers College,
Greenville, N. C.

DEAR SIR:

I have the honor of submitting to your committee the following report of the building operations as provided by the General Assembly of 1929:

Amount appropriated \$283,000.00

Building Contract:

Contractor, John W. Hudson, Jr.; Amount of
Contract, and cost of each building:

Second unit Training School \$ 55,123.50

First unit Class Room	64,380.53
Administration (New)	40,554.22
Infirmary	55,540.00

Total	\$215,598.25
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The work embraced under this contract has been completed with the exception of some minor items. The workmanship is good, and the contractor has coöperated in every particular with your architect in securing satisfactory results.

Since February the contractor has been assisted in a financial way by the National Surety Company. This caused very little change in the method of handling the work, and little, if any delay.

Building Contract:

Contractor, John W. Hudson, Jr., Inc.; Alterations to Old Administration Building; guaranteed cost (including contractor's fee of \$1,000) not to exceed

\$ 16,000.00

This work is nearing completion. Although the funds available were not sufficient to permit making of all repairs needed, it has cared for the most urgent, and will fully justify this expenditure.

Spur Track and Trestle:

Contractor for grading, Greenville Sand and Transfer Co.; Amount of Contract

1,750.00

The contract for grading has been completed and payment has been made to the contractor.

The spur track and trestle are being constructed at actual cost not to exceed \$3,964.

The total appropriation for this project is

6,000.00

Bids have been received and contracts are now being awarded for the equipment for the four new buildings and the campus building. A total of the lowest bids submitted indicate that the equipment will cost \$27,575.04. Of this amount \$22,212.00 has been allotted.

The architect's fee is not included in any of the above figures.

Respectfully submitted,

G. R. BERRYMAN,
Architect.

EAST CAROLINA TEACHERS COLLEGE

EAST CAROLINA TEACHERS COLLEGE

August 21, 1930.

DR. ROBERT H. WRIGHT, *President*,
East Carolina Teachers College,
Greenville, N. C.

DEAR SIR:

I am handing you herewith Statement on Maintenance Fund for the year 1929-30. One of the statements shows expenditures and receipts 1928-1929 for comparison.

Both these statements of expenditures and receipts show that the College Receipts paid for the entire Operation of the Physical Plant with a surplus credit on Instruction. In fact, the College Receipts for 1929-30 paid for all of the Plant Operation, Administration, and in addition to this, paid almost \$6,000 on Instruction.

I have also included a Statement of the 1929 Building Fund as of August 1, 1930.

Very truly yours,
East Carolina Teachers College,
J. B. SPILMAN, *Treasurer*.

SUMMARY STATEMENT
1929-1930

	<i>Budget</i>	<i>Actual</i>	<i>Surplus</i>
Administration	\$ 24,895.00	\$ 22,156.15	\$ 2,738.85
Dining Room	114,720.00	110,491.49	4,228.51
Dormitories	15,480.00	13,478.10	2,001.90
Laundry	16,500.00	13,497.39	3,002.61
Infirmary	5,425.00	4,811.13	613.87
Power Plant and Utilities	44,080.00	37,303.96	6,776.04
Building and Grounds	22,170.00	15,426.34	6,743.66
Instruction	194,885.00	183,303.02	11,581.98
Total Budget	\$438,155.00	\$400,467.58	\$ 37,687.42
Receipts—Own	233,755.00	223,058.20	10,696.80
Appropriation	\$204,400.00	\$177,409.38	\$ 26,990.62

EXPENDITURES BY OBJECTS
1929-1930

	<i>Budget</i>	<i>Actual</i>	<i>Surplus</i>
11. Salaries and Wages	\$266,305.00	\$256,505.59	\$ 9,799.41
12. Supplies and Material	127,140.00	119,916.86	7,807.34
13. Postage, Tel. and Tel.	1,510.00	1,288.78	221.22
14. Travel	2,500.00	1,300.05	1,199.95
15. Printing	2,100.00	1,181.68	918.32
16. Motor Vehicle—Opr.	500.00	321.53	178.47
17. Water and Power—Town	6,700.00	5,141.12	1,558.88
18. Repairs	10,130.00	5,396.50	4,733.50
19. General Expense	1,725.00	902.71	822.29
22. Insurance	3,120.00	2,565.00	555.00
31. Equipment	16,425.00	6,531.96	9,893.04
Total	\$438,155.00	\$400,467.58	\$ 37,687.42
Receipts—Own	233,755.00	223,058.20	10,696.80
Appropriation	\$204,400.00	\$177,409.38	\$ 26,990.62

ELEVENTH BIENNIAL REPORT

13

EXPENDITURES AND RECEIPTS
1928-1929
(For Comparison)

	<i>Expenditures</i>	<i>Paid from Col. Rec'pts</i>	<i>Paid from Appropri'n</i>
Administration	\$ 23,988.09	\$	\$ 23,988.09
Dining Room	119,852.98	119,852.98	
Dormitories	16,738.44	16,738.44	
Laundry	14,545.20	14,545.20	
Infirmary	5,667.80	5,667.80	
Power Plant and Utilities	41,395.57	41,395.57	
Buildings and Grounds	21,952.98	21,952.98	
Instruction	189,643.28	9,249.51	180,393.77
Total	\$433,784.34	\$229,402.48	\$204,381.86

BUILDING FUND, 1929
Statement at August 1, 1930

	<i>Budget</i>	<i>Allotted</i>	<i>Unallotted Balance</i>
Infirmary	\$ 60,000.00	\$ 58,340.00	\$ 1,660.00
Class Room Building	70,000.00	67,593.53	2,406.47
Training School	65,000.00	57,908.00	7,092.00
New Administration Building	50,000.00	42,822.17	7,177.83
Old Administration Building	17,000.00	16,800.00	200.00
Equipment	15,000.00		15,000.00
Spur Track	6,000.00	6,000.00	
Total	\$283,000.00	\$249,463.70	\$ 33,536.30

BUILDING FUND, 1929
BY PROJECTS AND CONTRACTS
At August 15, 1930

		<i>Payments to Aug. 15, '30</i>	<i>Balance due or Available</i>
Infirmary, Classrooms, Training School, New Admr. Building	\$226,663.70	\$198,314.75	\$ 28,348.95
Old Administration Building	16,800.00	3,236.26	13,563.74
Spur Track	6,000.00	2,743.95	3,256.05
Total	\$249,463.70	\$204,294.96	\$ 45,168.74
Payments to date, August 15, 1930		\$204,294.96	
Balance due or available on Projects started		45,168.74	
Equipment (No allotment)		15,000.00	
Unallotted Balance on other items		18,536.30	
Total Fund		\$283,000.00	

REGISTRAR'S REPORT

August 21, 1930

President ROBERT H. WRIGHT,
East Carolina Teachers College,
Greenville, N. C.

DEAR SIR:

Please permit me to hand you the following data summarized from the records in the office of the Registrar. Each tabulation gives some insight into the operation of the college.

ENROLLMENT 1929-30

Total number different students for the year:

(September to June) *three quarters* 944
(June 10, 1929, to June 6, 1930) *four quarters* 1,314

ENROLLMENT BY QUARTERS

Fall, 1929 *quarter* 882

Of this number 800 were in the dormitories, and there were 82 day students.

Winter quarter 866

Spring quarter 862

The classification of enrollment for the fall quarter was:

First year normal 263
Second year normal 238
Freshmen 127
Sophomores 94
Juniors 83
Seniors 75
Special 1
Graduate 1

By curricula students were classified as follows:

Primary 359
Grammar Grade 280
High School 180
Home Economics 61
Special 1
Graduate students 1

The following items for the fall quarter are representative of conditions throughout the entire year:

Number of counties represented 79
Other states 4
Number of students from farm homes 398
Other occupations represented by parents 65
Total number of classes offered 160
Average teaching load per full time teacher 26 students
Class periods per week per full time teacher 13 plus
Average class size 30.4

CLASSIFICATION

The following is a summarized classification of all students enrolled in the college from June 10, 1929, to June 6, 1930:

	Primary	Grammar	High School	Total
First year normal	234 162	119 110		353 272
Second year normal	231 189	205 127		436 316
Freshmen	41 44	33 49	119 138	193 231
Sophomores	26 37	25 18	56 102	107 157
Juniors	38 64	50 45	48 61	136 170
Seniors	21 29	20 36	46 72	87 137
Special				1 11
Graduate				1 4
Totals	591 525	452 385	269 373	1,314 1,298

There are seven graduate students registered in the summer quarter, 1930.

GRADES

A survey made early in the year of all grades given by teachers of the college covering a two-year period indicated that the average grade given is slightly better than a 3.

The number of students failing in one or more subjects each quarter usually runs about 125.

In the winter quarter (January to March, 1930) there were fourteen 50% failures. This was 1.58% of the number of students enrolled and is about the usual number failing on half of their work.

The number failing one or more subjects during the fall quarter, by curricula, was:

High School curricula, 16 or 6.6%.

Primary curricula, 64 or 18%.

Grammar Grade curricula, 31 or 11.1%.

Thus the total number of students having one or more failures during the fall quarter was 125 or 14.2% of the entire enrollment.

GRADUATES

The tabulation below shows the number of students graduating in the different curricula and at the close of each of the four quarters during the past 12 months.

It will be observed that we have graduated 382 students during the past 12 months.

GRADUATES, 1929-30

	2-Year		4-Year		High School	Total
	Prim.	Gram. Grade	Prim.	Gram. Grade		
Fall	5	10				15
Winter	10	5			1	16
Spring	92	86	12	13	46	249
Summer, 1930	40	41	5	9	7	102
Total	147	142	17	22	54	382

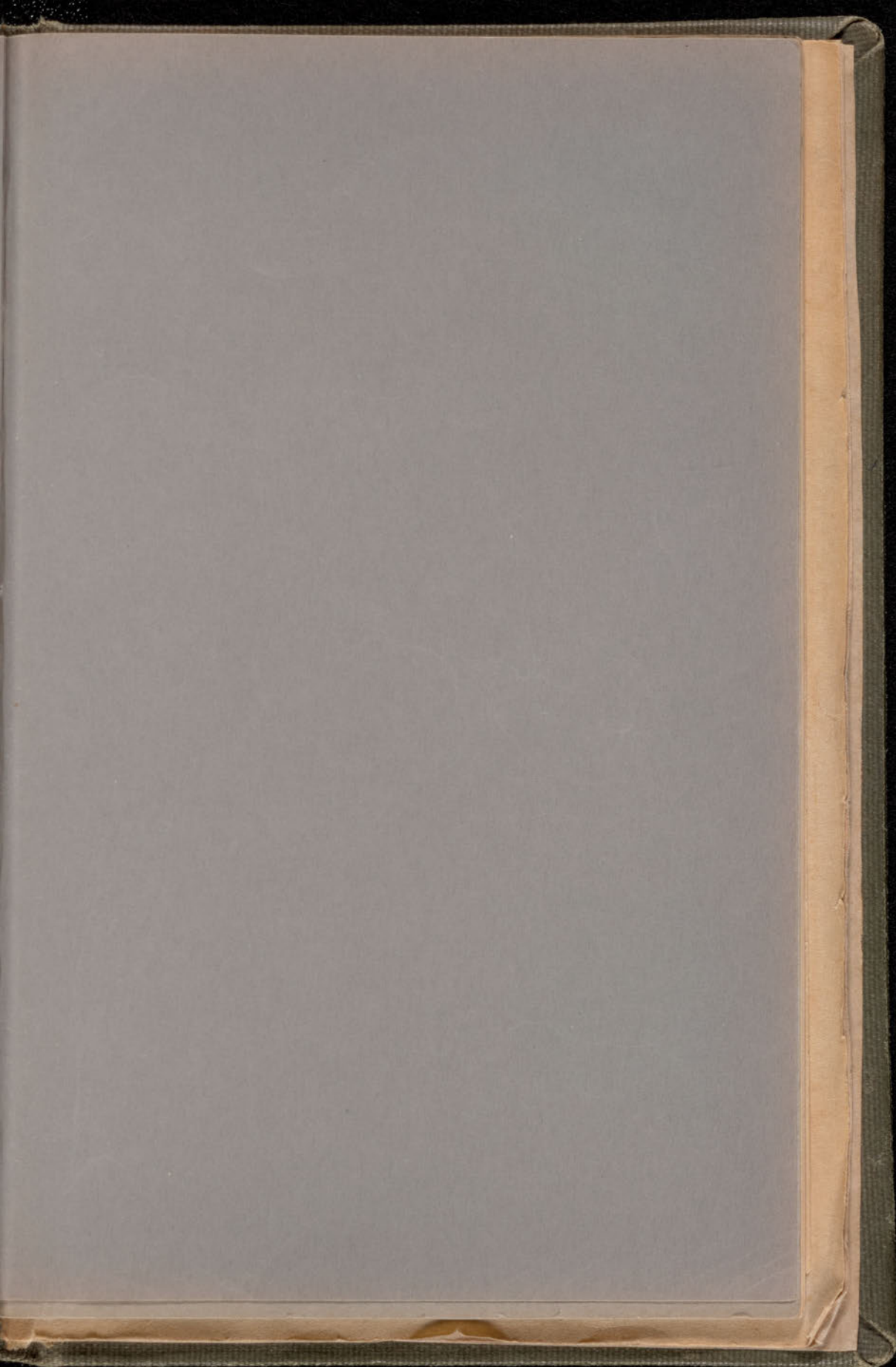
PROSPECTS FOR FALL, 1930, ENROLLMENT

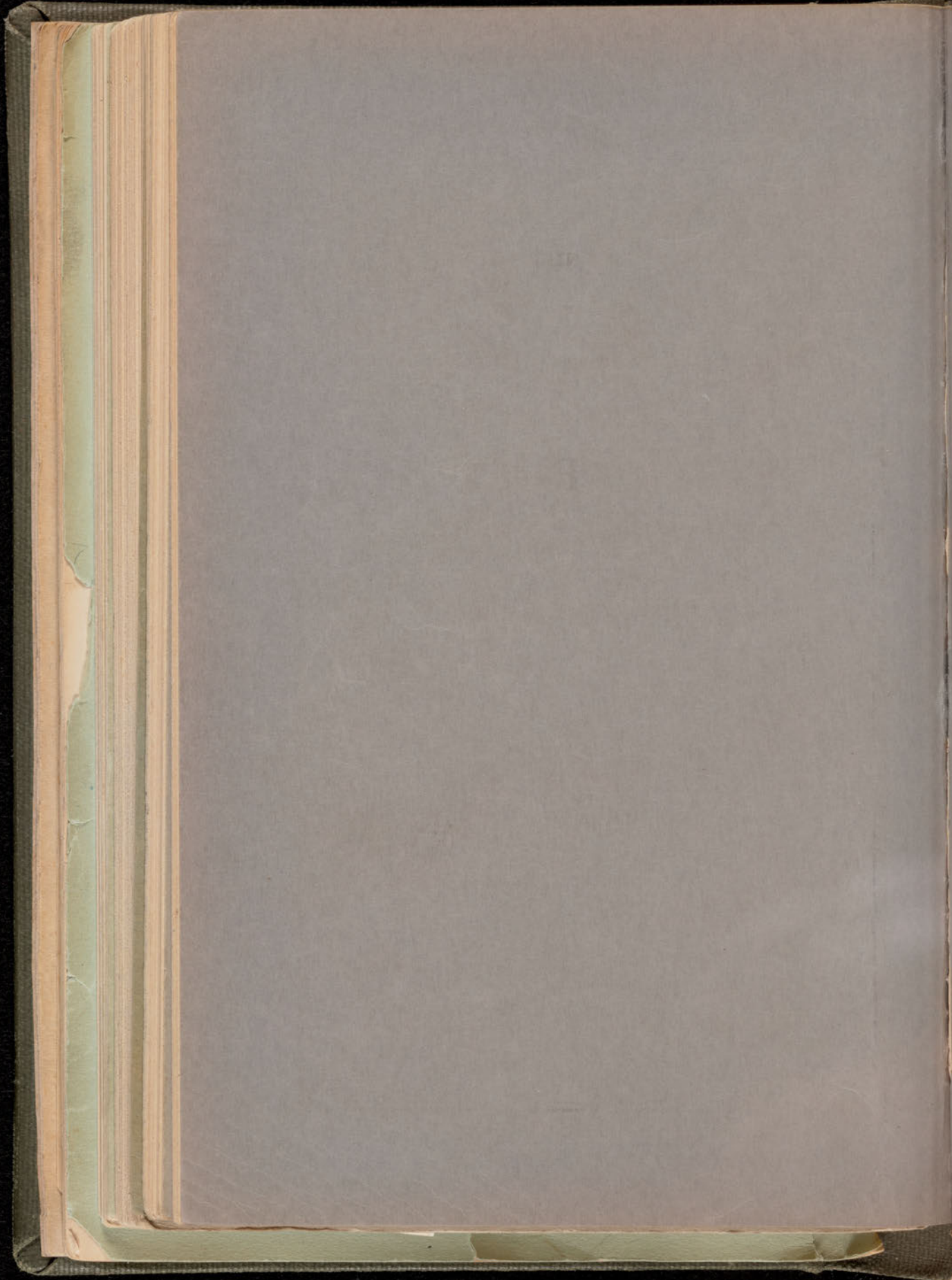
The present indication is that the college will be enrolled to its maximum capacity during the coming school year.

The total number of applications on file to date (August 18, 1930), is:

Dormitory students	1,135
Day students	19
Total	1,154
Dormitory capacity	786

Respectfully submitted,
HOWARD J. MCGINNIS,
Registrar.





TWELFTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF
**EAST CAROLINA
TEACHERS COLLEGE**
GREENVILLE, N. C.



JULY 1, 1930, TO JUNE 30, 1932



TWELFTH BIENNIAL REPORT
OF THE
BOARD OF TRUSTEES
OF
**East Carolina Teachers
College**

GREENVILLE, N. C.

JULY 1, 1930, TO JUNE 30, 1932



BOARD OF TRUSTEES
EAST CAROLINA TEACHERS COLLEGE
GREENVILLE, N. C.

		<i>Term Expires</i>
HON. A. T. ALLEN, <i>Chairman, ex officio</i>	Raleigh	
O. P. MAKEPEACE.....	Sanford	1937
W. S. MOYE.....	Raleigh	1937
J. K. WARREN.....	Trenton	1937
A. B. ANDREWS.....	Raleigh	1937
MRS. JOHN G. DAWSON.....	Kinston	1933
MRS. CHAS. S. FORBES.....	Greenville	1933
CARL GOERCH.....	Washington	1933
MRS. W. B. MURPHY.....	Snow Hill	1933
HENRY CLARK BRIDGERS.....	Tarboro	1935
E. G. FLANAGAN.....	Greenville	1935
N. E. DAY.....	Jacksonville	1935
F. C. HARDING.....	Greenville	1935

OFFICERS OF THE BOARD

A. T. ALLEN
 State Superintendent of Public Instruction
Ex Officio Chairman
 LEON R. MEADOWS, *Secretary*
 J. B. SPILMAN, *Treasurer*

EXECUTIVE COMMITTEE

A. T. ALLEN, *Chairman* F. C. HARDING
A. B. ANDREWS

BUILDING COMMITTEE

E. G. FLANAGAN, *Chairman* J. K. WARREN
 HENRY CLARK BRIDGERS O. P. MAKEPEACE
ROBERT H. WRIGHT, *Secretary*

BUDGET COMMITTEE

E. G. FLANAGAN ROBERT H. WRIGHT
 W. S. MOYE J. B. SPILMAN HENRY CLARK BRIDGERS

LETTER OF TRANSMITTAL

STATE OF NORTH CAROLINA
SUPERINTENDENT OF PUBLIC INSTRUCTION
RALEIGH

November 10, 1932.

To His Excellency,
Governor O. MAX GARDNER,
RALEIGH, N. C.

DEAR SIR:

In compliance with Section 5871 of the Consolidated Statutes, I have the honor to transmit herewith the report of the Board of Trustees of the East Carolina Teachers College for the biennium ending June 30, 1932.

This report consists of the report of the President made to the Board of Trustees at a recent meeting which was accepted and approved by the board. It also carries the report of the Treasurer and the report of the Budget Committee of the Board of Trustees.

I should like to call your special attention to the recommendation of the board with reference to the budget for the next two years.

Yours very sincerely,

A. T. Allen

Chairman, Ex Officio, Board of Trustees.

LETTER OF TRANSMITTAL

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TWELFTH BIENNIAL REPORT
OF THE
PRESIDENT OF EAST CAROLINA TEACHERS COLLEGE
TO THE
BOARD OF TRUSTEES OF EAST CAROLINA
TEACHERS COLLEGE
FOR THE YEARS 1930-31, 1931-32

The financial operations of the college will be found in the Treasurer's report attached hereto as part of this report. By law, the college is not allowed to charge literary tuition to students who sign the agreement to teach. Instructional charges in colleges are supposed to be met by receipts from endowments or state appropriations, and literary tuition. In 1928-29 student fees paid for 53% of the total expenditures; in 1931-32 these fees paid 63%. In 1928-29 the college used \$177,409 from state appropriation and in 1931-32 only \$112,277. In 1930-31 student fees paid for all expenses of the college except teachers' salaries, and paid \$4,900 on instruction. In 1931-32 student fees paid all expenses except teachers' salaries, and \$16,665 on this item. The report of the Treasurer contains many interesting facts.

The retrenchments that have been necessary to show the above financial saving, may, in the long run, prove to be exceedingly expensive to the state. A college is more than a financial statement. There are values we cannot measure with the dollar mark. The stability of our government, the protection of our homes, the security of our property and lives, the maintenance of our institutions, and the perpetuity of our civilization depend upon public education. Religion, government, and society all rest upon an educated citizenry.

The report of the Registrar is submitted herewith as a part of this report. These data show that the enrollment has held up in a remarkable way. There has been little variation during the past seven years. In 1928-29 we enrolled 1,317 students, and in 1931-32 we enrolled 1,298; a difference of 19 students.

As a result of recent school legislation brought about by existing economic conditions there was an increase made in teacher load. It is my judgment that any further increase in teacher load will not only fail to be an economy but will in reality be an expense to the state, not only in dollars and cents but in the type of citizens we make of our children. Eventually, the school, of course, will be blamed for our present-day failure. There is an economy that damns.

In the report of the Budget Committee will be found our needs for the next biennium. Since the Budget Committee has cut the actual needs 32% it will be impossible to employ all the additional teachers called for in this report. By all means, we should have two teachers of commercial subjects and one additional teacher of home economics. There is no place in the state where teachers of commercial subjects are trained. Our college can do this work at a lower cost than any other institution in the state. Furthermore, the place to train teachers is in a teachers college. I urge that you use every effort to establish this course.

It is almost impossible for two teachers to handle the work in home economics. In fact, we must limit the number of students taking this course or enlarge the staff. All the graduates in this department are employed each year.

Two people cannot do the work in the library. It is imperative that we add a person to the library staff.

If we do not purchase additional pianos we shall be forced to drop this department. These pianos are for replacements. Several instruments have been in use for twenty-three years.

Permanent Improvements: Even in this time of financial distress the state should appropriate all the money asked for—\$258,000. If some items must be omitted we advise that the following be dropped: (a) Additional unit to Training School; (b) Ragsdale Hall; (c) Home for Steward.

We cannot do the work we should do without a gymnasium. It is our belief that now is the time to erect and equip this building. It can be done for \$150,000, and by all means this enlargement should be made.

The following items (a) Library, (b) Practice House, (c) Stables, barns, carpenter shops, (d) Walks, roadways, grounds, are dealt with fully by the Budget Committee and are placed first on the list of needs of the college.

The staff we have in our college is the finest group of workers to be found anywhere. They love the state and are willing to make any reasonable sacrifice for the cause of teacher training. The teaching staff is composed of specialists in their several fields. There is not a better equipped teaching staff in any teachers college in our country. They are professionally trained and without exception they are sane and sensible. They see the problem of teacher training and never let the theoretical take the place of the practical. We must not let this period of economic distress cause these people to go elsewhere.

It has taken twenty-three years to build up this organization and to create the fine spirit dominant at the college. The little child in North Carolina leads these people and the little child is calling for trained teachers. I believe the state will heed the call.

Respectfully submitted,

ROBERT H. WRIGHT,

President.

TREASURER'S REPORT

DR. ROBERT H. WRIGHT, *President*,
East Carolina Teachers College,
Greenville, North Carolina.

DEAR SIR:

I am handing you herewith Statements on Maintenance Fund for the years 1930-31 and 1931-32.

One of the Statements for each year shows that for 1930-31 the Student Receipts paid for all operating expenses of the College except teachers' salaries and paid \$4,911.84 on these salaries. The full amount of State Appropriation used was all applied on teachers' salaries and was used for no other purpose.

In 1931-32 the Student Receipts paid all expenses except teachers' salaries and paid \$16,665.07 on these salaries.

Statement No. 1 EXPENDITURES BY FUNCTIONS

	1930-31		
	<i>Budget</i>	<i>Actual</i>	<i>Surplus</i>
Administration	\$ 24,945.00	\$ 21,647.31	\$ 3,297.69
Dining Room	115,020.00	91,113.19	23,906.81
Dormitories	15,480.00	12,704.10	2,775.90
Laundry	16,500.00	13,437.11	3,062.89
Infirmery	5,425.00	4,981.70	443.30
Power Plant and Utilities	41,480.00	36,823.91	4,656.09
Buildings and Grounds	20,440.00	12,848.47	7,591.53
Instruction	200,235.00	177,809.24	22,425.76
Additions and Betterments	2,000.00	2,000.00
 Total	 \$441,525.00	 \$371,365.03	 \$ 70,159.97
Receipts—Own	237,125.00	223,499.29	13,625.71
 Appropriation	 \$204,400.00	 \$147,865.74	 \$ 56,534.26

Statement No. 2 EXPENDITURES BY OBJECTS

	1930-31		
	<i>Budget</i>	<i>Actual</i>	<i>Surplus</i>
11. Salaries and Wages	\$271,455.00	\$255,529.10	\$ 15,925.90
12. Supplies and Materials	124,840.00	99,099.41	25,740.59
13. Postage, Tel. and Telg.	1,560.00	1,500.03	59.97
14. Travel	2,700.00	489.74	2,210.26
15. Printing	2,400.00	1,085.92	1,314.08
16. Motor Vehicle Operation	500.00	378.88	121.12
17. Water and Power—Town	9,200.00	5,456.45	3,743.55
18. Repairs	7,630.00	1,182.48	6,447.52
19. General Expense	1,625.00	695.74	929.26
20. Insurance	3,890.00	3,090.00	800.00
31. Equipment	13,725.00	2,857.28	10,867.72
32. Additions and Betterments ..	2,000.00	2,000.00
 Total	 \$441,525.00	 \$371,365.03	 \$ 70,159.97
Receipts—Own	237,125.00	223,499.29	13,625.71
 Appropriation	 \$204,400.00	 \$147,865.74	 \$ 56,534.26

Statement No. 3
EXPENDITURES AND RECEIPTS
1930-31

	<i>Expenditures</i>	<i>Paid from College Receipts</i>	<i>Paid from Appropriation</i>
Administration	\$ 21,647.31	\$ 21,647.31	-----
Dining Room	91,113.19	91,113.19	-----
Dormitories	12,704.10	12,704.10	-----
Laundry	13,437.11	13,437.11	-----
Infirmary	4,981.70	4,981.70	-----
Power Plant and Utilities	36,823.91	36,823.91	-----
Buildings and Grounds	12,848.47	12,848.47	-----
Instruction	177,809.24	29,945.50	\$147,865.74
Totals	\$371,365.03	\$223,499.29	\$147,865.74

Statement No. 4
EXPENDITURES BY FUNCTIONS
1931-32

	<i>Budget</i>	<i>Actual</i>	<i>Surplus</i>
Administration	\$ 19,613.00	\$ 18,335.59	\$ 1,277.41
Dining Room	101,678.00	65,546.93	36,131.07
Dormitories	11,697.00	10,510.72	1,186.28
Laundry	12,218.00	11,019.98	1,198.02
Infirmary	4,513.00	4,234.27	278.73
Power Plant and Utilities	31,494.00	30,186.38	1,307.62
Buildings and Grounds	18,978.00	13,595.36	5,382.64
Instruction	161,555.00	149,832.15	11,722.85
RESERVE	17,447.00	-----	17,447.00
Total	\$379,193.00	\$303,261.38	\$ 75,931.62
Receipts—Own	229,193.00	190,984.70	38,208.30
Appropriation	\$150,000.00	\$112,276.68	\$ 37,723.32

Statement No. 5
EXPENDITURES BY OBJECTS
1931-32

	<i>Budget</i>	<i>Actual</i>	<i>Surplus</i>
11. Salaries and Wages	\$229,976.00	\$216,755.64	\$ 13,220.36
12. Supplies and Materials	106,825.00	69,652.17	37,172.83
13. Postage, Tel. & Telg.	1,300.00	1,292.62	7.38
14. Travel	450.00	183.92	266.08
15. Printing	1,100.00	774.72	325.28
16. Motor Vehicle Operation	200.00	181.36	18.64
17. Water and Power—Town	5,100.00	5,083.09	16.91
18. Repairs	7,625.00	3,390.97	4,234.03
19. General Expense	700.00	478.70	221.30
20. Insurance	3,590.00	3,576.71	13.29
31. Equipment	4,880.00	1,891.48	2,988.52
RESERVE	17,447.00	-----	17,447.00
Total	\$379,193.00	\$303,261.38	\$ 75,931.62
Receipts—Own	229,193.00	190,984.70	38,208.30
Appropriation	\$150,000.00	\$112,276.68	\$ 37,723.32

Statement No. 6
EXPENDITURES AND RECEIPTS

1931-32

	<i>Expenditures</i>	<i>Paid from College Receipts</i>	<i>Paid from Appropriation</i>
Administration	\$ 18,335.59	\$ 18,335.59
Dining Room	65,546.93	65,546.93
Dormitories	10,510.72	10,510.72
Laundry	11,019.98	11,019.98
Infirmary	4,234.27	4,234.27
Power Plant and Utilities	30,186.38	30,186.38
Buildings and Grounds	13,595.36	13,595.36
Instruction	149,832.15	37,555.47	\$112,276.68
Total	\$303,261.38	\$190,984.70	\$112,276.68

Statement No. 7
EXPENDITURES BY PERCENTAGE

(Cents left off)

	<i>1928-29 Amount</i>		<i>1929-30 Amount</i>		<i>1930-31 Amount</i>		<i>1931-32 Amount</i>	
Spent from College								
Receipts	\$229,402	53	\$223,058	56	\$223,499	60	\$190,985	63
Spent from								
Appropriation	204,382	47	177,409	44	147,866	40	112,276	37
Total								
Expenditures	\$433,784	100	\$400,467	100	\$371,365	100	\$303,261	100

<i>Year</i>	<i>Total 100% Appropriation</i>	<i>Used</i>	<i>Saved</i>
1929-30	\$204,400	\$177,409 = 87%	\$26,991 = 13%
1930-31	\$204,400	\$147,866 = 72%	\$56,534 = 28%
1931-32	\$150,000	\$112,277 = 75%	\$37,723 = 25%

Year before last (1930-31) we spent \$29,543 less of State Appropriation than in the previous year 1929-30. Last year (1931-32) we spent \$35,589 less of State Appropriation than in 1930-31 and \$65,132 less than in 1929-30.

Statement No. 8
SALARIES AND WAGES—1931-32

Actual Salary and Wage Expenditure 1930-31	\$255,529.00
This was used as 1931 Basis Budget cut 10%	25,553.00

This was Budget Bureau set-up for 1931-32

(One 10% cut July 1, 1931, and another 10% March 1, 1932)
(Showed 13% off the basis, or off the actual)

Basis, (June, 1931)	\$255,529.00
Less 13%	33,219.00

Actual Expenditures	\$222,310.00
	216,756.00

This surplus due to absences, summer not paid, etc. \$ 5,554.00

Actual Salary and Wage Expenditure=87%	(\$216,755.64)
100% or the base for this	249,144.42
Less 13% or \$249,144=	32,388.78
Gives the "Actual" again	\$216,755.64
Saving on Item of Salaries and Wages	\$ 32,388.78

SALARIES AND WAGES UNDER "INSTRUCTION" 1931-32

ACTUAL

Registrar's Office	\$ 8,115.00
Teachers—Regular College	99,453.00
Physical Education	1,740.00
Training School	15,223.00
Library	3,654.00
Janitors	2,501.50
Summer (1931, July and August)	12,525.75
Total= 87% basis	\$143,212.25 Actual
The 100% Base on this 87% =	\$164,611.78
Actual 1931-32	143,212.25
Saving by 13% cut	\$ 21,399.53

SALARIES AND WAGES—"TEACHERS" ONLY 1931-32

	<i>Actual</i>
Regular College	\$ 99,453.00
Physical Education	1,740.00
Training School	15,223.00
Summer (July and August, 1931)	12,525.75
Total= 87% of 1931 Basis	\$128,941.75
The 100% Base on this 87% Actual=	\$148,208.90
Actual 1931-32	128,941.75
Saving by 18% cut=	\$ 19,267.15

BUILDING FUND 1929

Permanent Improvements Appropriation, 1929	\$283,000.00
Expenditures through June 30, 1932	274,970.07
Balance-unexpended and unallotted	\$ 8,029.93

Respectfully submitted,

J. B. SPILMAN,
Treasurer.

REGISTRAR'S REPORT

August 1, 1932.

President ROBERT H. WRIGHT,
East Carolina Teachers College,
Greenville, North Carolina.

DEAR SIR:

I have the pleasure to hand you herewith a report of the Registrar's office for the school year 1931-32, including some significant data summarized from records in the Registrar's office. Some of these tabulations are made to cover several years for the value that may be derived from comparative data.

Table I
ENROLLMENT LAST THREE YEARS

	'29-30	'30-31	'31-32
Total number different students for the year:			
(September to June) three quarters	944	984	972
(June to June) four quarters	1,314	1,322	1,298

Table II
ENROLLMENT BY QUARTERS LAST THREE YEARS

Fall Quarters	882	922	893
Winter Quarters	866	903	853
Spring Quarters	862	867	842

Table III
CLASSIFICATION BY YEARS AND CURRICULA

The following is a summarized classification of all students enrolled in the college from June 10, 1931, to June 10, 1932:

	Primary	Grammar	High School	Total
First year normal	162	110	—	272
Second year normal	189	127	—	316
Freshmen	44	49	138	231
Sophomores	37	18	102	157
Juniors	64	45	61	170
Seniors	29	36	72	137
Special	—	—	—	11
Graduate	—	—	—	4
	525	385	373	1,298

Table IV gives the comparative enrollment for the last four years by curricula, distinguishing between the Primary and Grammar Grade curricula. It includes the enrollment in high school curricula in order to show the total number of different students enrolled for each year.

Table IV
COMPARATIVE ENROLLMENTS BY CLASS GROUPS
(LAST FOUR YEARS)

	'28-29	'29-30	'30-31	'31-32
C. P.	340	225	215	162
C. G.	223	139	137	110
D. P.	191	210	204	189
D. G.	166	155	148	127
Fr. P.	21	47	46	44
Fr. G.	31	40	35	49
Soph. P.	13	36	31	37
Soph. G.	12	23	22	18
Jr. P.	41	48	47	64
Jr. G.	34	55	54	45
Sr. P.	9	22	22	29
Sr. G.	5	21	21	36
Fr. H. S.	86	157	148	138
Soph. H. S.	53	89	84	102
Jr. H. S.	65	56	52	61
Sr. H. S.	26	44	41	72
Special	1	1	1	11
Graduate	—	7	7	4
	1,317	1,314	1,322	1,298

NOTE: "C" means first year of two year curricula.

"D" means second year of two year curricula.

"P" means Primary curriculum.

"G" means Grammar curriculum.

"H. S." means High School.

The classification below covering the past seven years is for the purpose of showing the total number of students in the first, second, third and fourth year of college work:

Table V
COMPARATIVE ENROLLMENTS

	'25-26	'26-27	'27-28	'28-29	'29-30	'30-31	'31-32
C's and Freshmen	742	846	755	699	569	582	503
D's and Sophomores	411	395	503	433	513	495	473
Juniors	76	111	127	140	159	153	170
Seniors	39	43	72	40	87	84	137
Graduate	4	—	—	—	7	7	4
Special	117	18	5	1	1	1	11
	*1,389	*1,413	*1,462	1,317	1,314	1,322	1,298

*Including duplicates.

Table VI
HIGH SCHOOL MAJORS 1931-32 (FOUR QUARTERS)

	Eng.	French	Geog.	Hist.	Math.	Sci.	H.Ec.	Latin	Total
Freshmen	56	20	13	53	27	30	29	—	228
Sophomores	40	29	5	39	9	18	31	1	172
Juniors	31	17	4	16	9	13	14	—	104
Seniors	24	13	6	27	12	19	21	—	122
	151	79	28	135	57	80	95	1	626

This tabulation shows that the largest number of students taking a high school curriculum was majoring in English; the second largest number in History. The total number of subject majors in high school curricula during the year is 626. Each student preparing to teach in high school generally majors in two fields, hence the number of different students taking a high school curriculum last year was approximately one-half of 626, or 313. It will be observed that there are approximately one-half as many seniors as freshmen.

Table VII
GRADUATES

This tabulation gives the total number of graduates by curricula during the past eight years. It will be observed that the total number of graduates has approximately doubled; that the relative number of graduates in the two-year curricula is decreasing and that the number of graduates in the four-year curricula is increasing in each one of the divisions.

	'24-25	'25-26	'26-27	'27-28	'28-29	'29-30	'30-31	'31-32
Two-year Primary	105	140	104	108	126	161	123	116
Two-year Grammar Grade	69	69	91	93	120	129	94	96
Four-year Primary	6	4	9	14	17	17	17	15
Four-year Grammar Grade	7	—	3	6	8	24	27	29
High School	4	17	19	29	33	35	26	54
Home Economics	2	3	5	9	11	17	13	19
	193	233	231	259	315	383	300	329

From the data presented above it may be seen:

1.—That the enrollment of the college has been practically constant during the past seven years, as measured by the number of different students registered each year. See Table V.

2.—That the enrollment in the two-year curricula is decreasing and that of the four-year curricula is increasing. See Table IV.

3.—That more students elect the two-year Primary curriculum than the two-year Grammar Grade curriculum. See Table IV.

4.—During the past three years more students have graduated from the four-year Grammar Grade curriculum than from the four-year Primary curriculum. See Table VII.

5.—That the enrollment for the fall, winter, and spring quarters is reasonably constant. See Table II.

6.—That most of our students are working toward the completion of a definite curriculum; i. e., we have few special students. See Tables III, IV, V, and VI.

7.—That the numbers graduating from the Home Economics and other high school curricula are increasing. See Table VII.

8.—That last year there were graduated: (See Table VII)

A—From the two-year curricula, 212.

B—From the four-year Elementary curricula, 44

C—From the high school and Home Economics curricula, 73.

Respectfully submitted,

HOWARD J. MCGINNIS,

Registrar.

REPORT OF THE BUDGET COMMITTEE TO THE BOARD OF TRUSTEES

July 12, 1932

The Committee made a careful study of the entire financial situation at the college and makes the following recommendations to the Board:

MAINTENANCE

For each year of the biennium the appropriation should be.....\$257,300.00 distributed as follows:

I.	For maintenance as the college now stands.....	\$203,700.00
II.	For growth:	
	A. 8 Critic teachers.....	\$16,000.00
	B. 11 College teachers.....	29,000.00
	C. 1 Librarian.....	4,000.00
	D. 1 Assistant to Dean of Women.....	1,500.00
	E. Furniture:	
	a—Reception Hall at Dining Room.....	1,000.00
	b—Parlors in Dormitories.....	1,500.00
	F. 3 Pianos.....	600.00
		\$ 53,600.00

Total.....\$257,300.00

Due to the present emergency, we are recommending that the appropriation be only \$175,000 for each year of the biennium; this is a cut of approximately 32% from the actual needs of the college.

PERMANENT IMPROVEMENT

The college should have for permanent improvement an appropriation of \$258,000.00, distributed as follows:

A.	Library.....	\$ 5,000.00
B.	Practice House.....	3,000.00
C.	Stables, Barn, Garage, Carpenter Shop.....	5,000.00
D.	Walks, Roadways, Grounds, etc.....	10,000.00
		\$ 23,000.00
E.	Gymnasium.....	150,000.00
F.	Home for Steward.....	5,000.00
G.	Ragsdale Hall.....	15,000.00
H.	Additional Unit to Training School.....	65,000.00
		235,000.00

Total.....\$258,000.00

We have arranged the items in the order of importance. The first four items, amounting to \$23,000, even in the light of the present emergency should be provided, for the following reasons:

A.—Library: In the library serious damage is being done to the building because of water standing in the basement and because of needed work around the foundation.

B.—An investment of \$3,000 in a practice house would enable the college to convert the old infirmary into a practice house and allow the present

apartment used as a practice house to be turned into dormitory rooms. This change would place this building, Jarvis Hall, under the direction of one assistant to the Dean of Women.

C.—Stables, Barn, Garage, Carpenter Shop: These items are absolutely essential. If stables are not built within the next year we will have no place to house the two mules and a horse owned by the college. The present building cannot be used many months longer and it is not worth the cost necessary to repair it. We have been using a barn that was on the property when it was purchased twenty-four years ago. This building is now ready to collapse. We must have a building in which to store feed grown on the college property, or we will lose hundreds of dollars annually. There are no garages owned by the college. At present we are using an unsightly building that was erected for construction material. It is imperative that the college have some place to store its truck and bus. There is much work to be done by the college carpenter and he has no shop to work in. He is now housed under a dormitory. This is a most unsatisfactory arrangement.

D.—Walks, Roadways, Grounds, etc.: We are asking for only \$10,000 under this item and this is only a small amount that is urgently needed. The roadways are covered with cinders and in dry weather it is almost impossible to keep the dormitory rooms and classrooms clean. A large portion of the front campus has unsightly boards as a walkway. It is a constant cost to the college to keep this walk in condition for students to move from building to building with safety. The students, faculty and friends of the college have contributed large sums of money for planting shrubs, trees, grass, etc. But there is much yet needed to be done and many dollars must be spent annually or the grounds will become unsightly.

E.—Gymnasium: The college has never had a gymnasium and it is very essential that one be erected if the college is to function as it should in the training of teachers.

F.—Home for Steward: The steward is on duty from early in the morning until late at night. It is almost imperative that he have a home near the dining room and kitchen.

G.—Ragsdale Hall: Ragsdale Hall is the dormitory used for the women teachers in the college. This building has never been completed. Provision has been made for a dining room and kitchen in this building, but funds have never been available to make this possible.

H.—Additional Unit to Training School: The Training School is vital to the life of a teachers college. Our campus school is not large enough to meet the requirements of our present enrollment. A unit should be added to our Training School at the earliest time possible.

It is our hope that the General Assembly will make the necessary appropriation to provide for the above mentioned items.

Respectfully submitted,

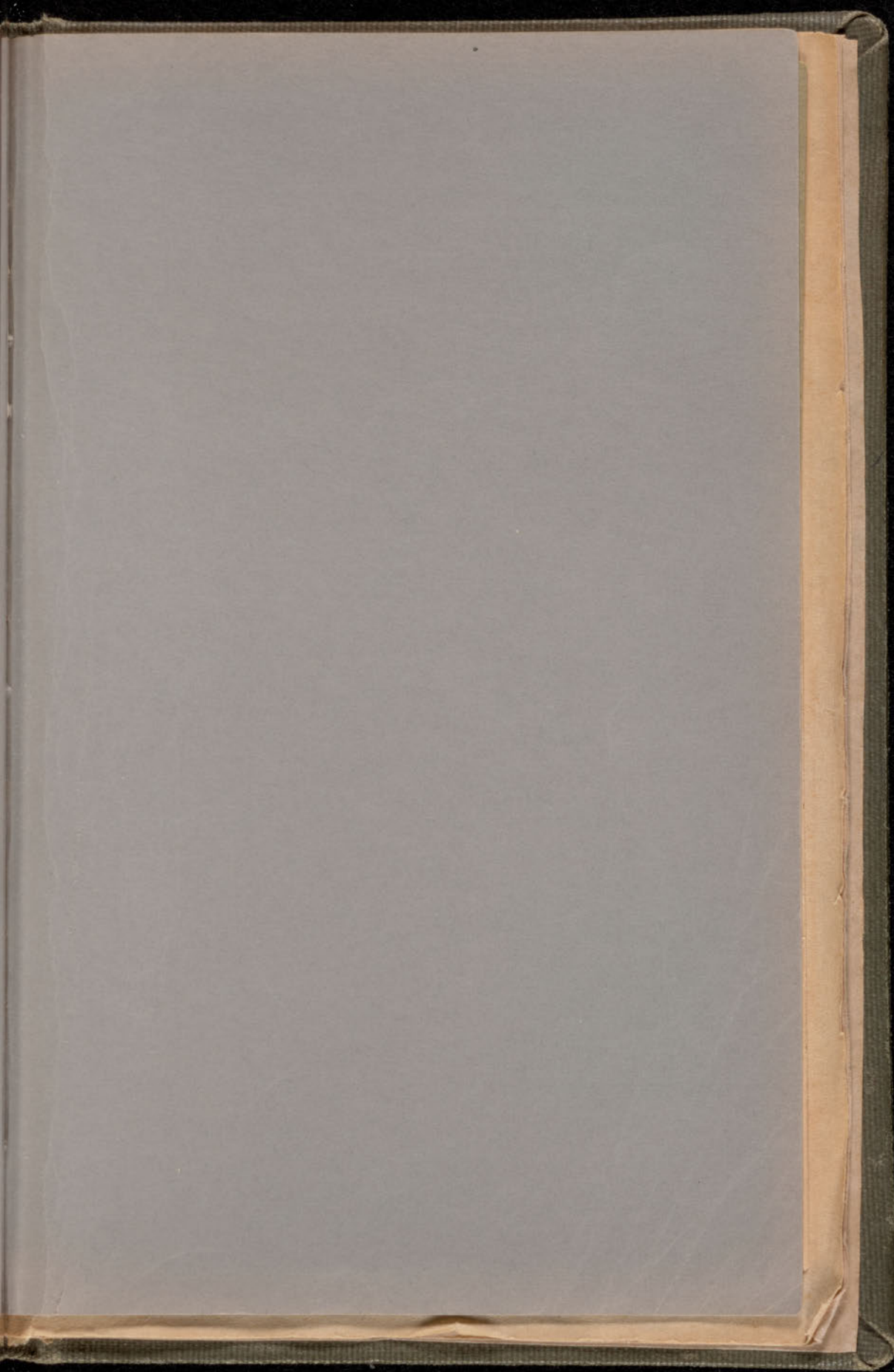
BUDGET COMMITTEE

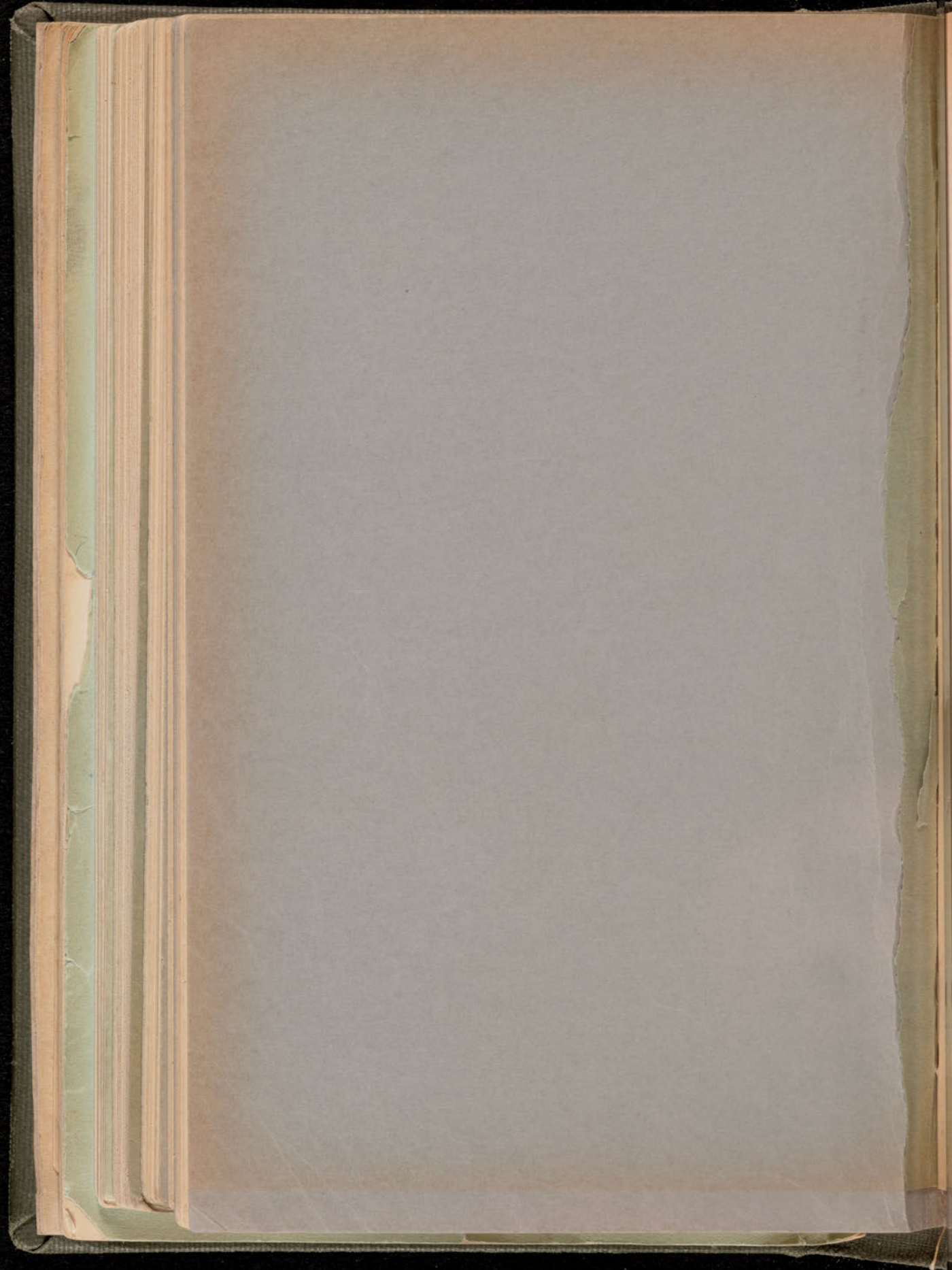
HENRY CLARK BRIDGERS, *Chairman*

E. G. FLANAGAN

J. B. SPILMAN

ROBERT H. WRIGHT, *Secretary*.





THIRTEENTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

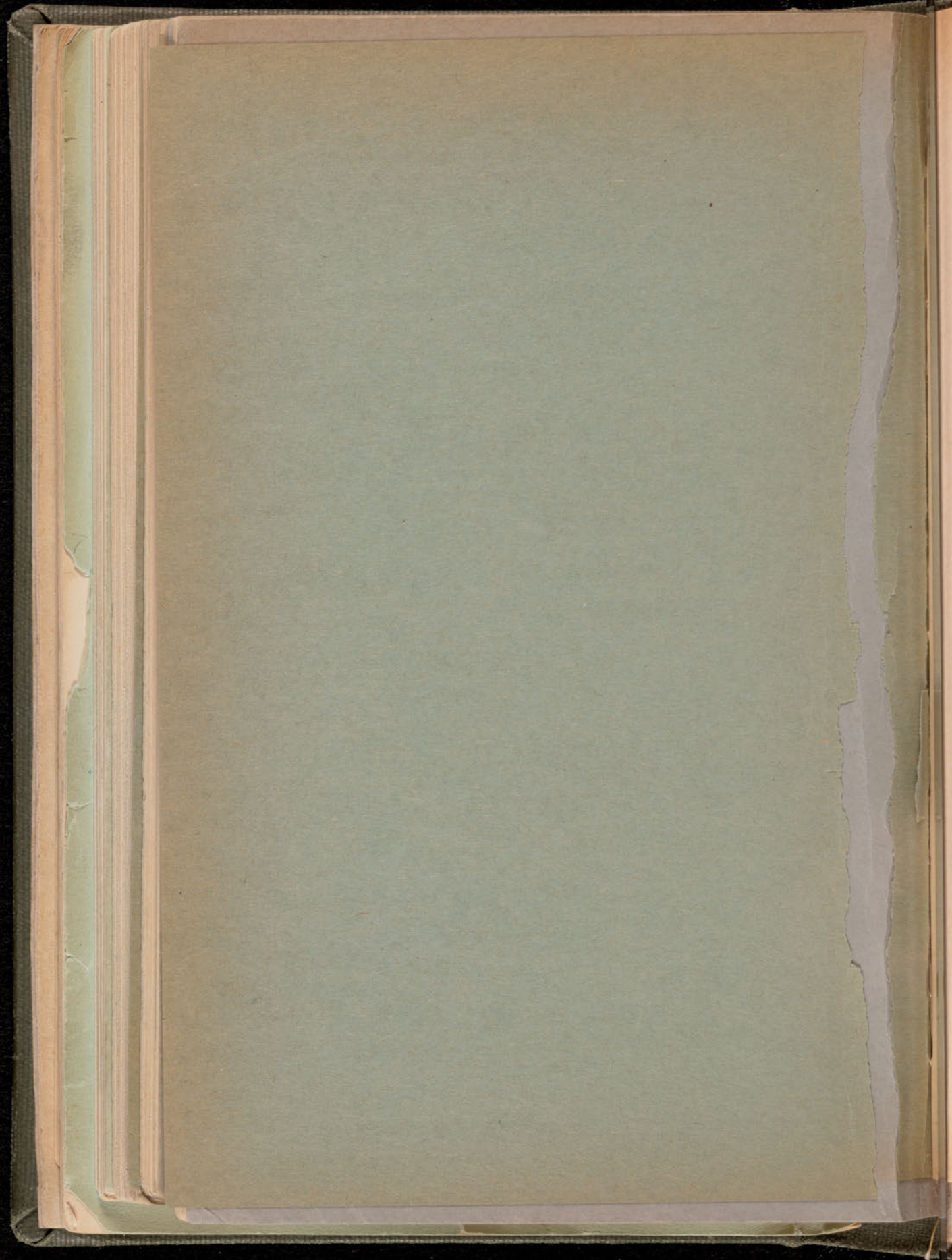
OF

EAST CAROLINA
TEACHERS COLLEGE

GREENVILLE, N. C.



JULY 1, 1932, TO JUNE 30, 1934



THIRTEENTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF

**EAST CAROLINA
TEACHERS COLLEGE**

GREENVILLE, N. C.



JULY 1, 1932, TO JUNE 30, 1934

BOARD OF TRUSTEES
EAST CAROLINA TEACHERS COLLEGE
GREENVILLE, N. C.

		Term Expires
HON. A. T. ALLEN, Chairman, ex officio.....	Raleigh	
MRS. JOHN G. DAWSON.....	Kinston	1939
MRS. CHARLES S. FORBES.....	Greenville	1939
W. J. BOYD.....	Ayden	1939
MRS. W. B. MURPHY.....	Snow Hill	1939
O. P. MAKEPEACE.....	Sanford	1937
W. S. MOYE.....	Raleigh	1937
J. K. WARREN.....	Trenton	1937
ALEXANDER B. ANDREWS.....	Raleigh	1937
ROBERT R. TAYLOR.....	Greenville	1937
F. C. HARDING.....	Greenville	1935
E. G. FLANAGAN.....	Greenville	1935
HENRY CLARK BRIDGERS.....	Tarboro	1935

OFFICERS OF THE BOARD

A. T. ALLEN

State Superintendent of Public Instruction

Ex Officio Chairman

AGNES WADLINGTON, Secretary

J. B. SPILMAN, Treasurer

EXECUTIVE COMMITTEE

A. T. ALLEN, Chairman

F. C. HARDING

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BUILDING COMMITTEE

E. G. FLANAGAN, Chairman

J. K. WARREN

HENRY CLARK BRIDGERS

O. P. MAKEPEACE

LEON R. MEADOWS, Secretary

BUDGET COMMITTEE

E. G. FLANAGAN

LEON R. MEADOWS

W. S. MOYE

HENRY CLARK BRIDGERS

J. B. SPILMAN

LETTER OF TRANSMITTAL

STATE OF NORTH CAROLINA
SUPERINTENDENT OF PUBLIC INSTRUCTION
RALEIGH

October 10, 1934.

To His Excellency,
Governor J. C. B. Ehringhaus,
Raleigh, N. C.

Dear Sir:

In compliance with Section 5871 of the Consolidated Statutes, I have the honor to transmit herewith the report of the Board of Trustees of the East Carolina Teachers College for the biennium ending June 30, 1934.

This report consists of the report of the President made to the Board of Trustees at a recent meeting which was accepted and approved by the Board. It also carries the report of the Treasurer, the report of the Budget Committee of the Board of Trustees, the report of the Registrar, and the report of the Committee on Grounds.

I should like to call your special attention to the recommendation of the Board with reference to the budget for the next two years.

Yours very sincerely,

A. T. ALLEN,
Chairman, Ex Officio, Board of Trustees.

THIRTEENTH BIENNIAL REPORT
OF THE
PRESIDENT OF EAST CAROLINA TEACHERS COLLEGE
TO THE
BOARD OF TRUSTEES OF EAST CAROLINA
TEACHERS COLLEGE
FOR THE YEARS 1932-33, 1933-34

The outstanding event of the biennium was the loss of President Robert Herring Wright, who died April 25, 1934. For twenty-five years this great educator and first President of East Carolina Teachers College worked unceasingly in order that the children of North Carolina might have well-trained teachers; a contrast between the educational standards of 1909 and those of 1934 shows that he went far toward accomplishing his purpose of having a well-trained teacher in every class room in the state. He will be greatly missed, not only by the College but by all who are interested in the cause of education.

The Treasurer's report, attached hereto, shows that the College has been operated well within its budget during the biennium.

The Registrar's report, attached hereto, shows that our enrollment for the past year is 19 above that of the average for the past five years; the enrollment has held up remarkably well in spite of the depression; there has been very little change during the past nine years.

It is significant to note that in 1927-28 we had no boys at our institution; in 1928-29 we had one boy only; the growth has been gradual over a period of six years; in 1933-34 we enrolled 110.

The report from the Committee on Grounds, which is incorporated in this report, shows that we are making progress in the work of beautifying our campus; we trust that this work can go forward; a small appropriation for this purpose would be a great help. This report also shows how the sum of \$13,059.67, furnished by the C. W. A., was spent.

The report of the Budget Committee, found in this report, outlines the needs of the College for the next biennium; the amount asked for is exceedingly small, compared to our needs; but the request is in keeping with financial conditions in the state.

Respectfully submitted,

LEON R. MEADOWS,
President.

TREASURER'S REPORT

Statement No. 1

EXPENDITURES BY FUNCTIONS

1932-33

	Budget	Spent	Unexpended
Administration	\$ 19,613.00	\$ 16,137.61	\$ 3,475.39
Dining Room	101,678.00	60,586.88	41,091.12
Dormitories	11,697.00	8,630.52	3,065.48
Laundry	12,218.00	8,501.62	3,716.38
Infirmery	4,513.00	3,633.78	880.22
Power Plant and Utilities	31,494.00	27,637.40	3,856.60
Buildings and Grounds	17,908.00	9,064.99	8,843.01
Instruction	161,505.00	124,589.19	36,915.81
Additions and Betterments	1,230.00		1,230.00
Reserved	17,447.00		17,447.00
Total	\$ 379,303.00	\$ 258,781.99	\$120,521.01
Receipts—Own	229,303.00	170,645.60	58,657.40
Appropriation	\$ 150,000.00	\$ 88,136.39	\$ 61,863.61

Statement No. 2

EXPENDITURES BY OBJECTS

1932-33

	Budget	Spent	Unexpended
11. Salaries and Wages	\$ 229,976.00	\$ 178,489.74	\$ 51,486.26
12. Supplies and Materials	106,835.00	67,768.69	39,066.31
13. Postage, Tel. & Telg.	1,400.00	1,390.27	9.73
14. Travel	350.00	214.51	135.49
15. Printing	1,100.00	711.02	388.98
16. Motor Vehicle Operation	250.00	219.60	30.40
17. Water & Power—Town	5,100.00	4,645.98	454.02
18. Repairs	7,975.00	2,060.53	5,914.47
19. General Expense	700.00	337.65	362.35
20. Insurance	2,420.00	2,379.86	40.14
31. Equipment	4,520.00	564.14	3,955.86
32. Additions & Betterments	1,230.00		1,230.00
Reserved	17,447.00		17,447.00
Total	\$ 379,303.00	\$ 258,781.99	\$120,521.01
Receipts—Own	229,303.00	170,645.60	58,657.40
Appropriation	\$ 150,000.00	\$ 88,136.39	\$ 61,863.61

Statement No. 3

EXPENDITURES BY FUNCTIONS

1933-34

	Budget	Spent	Unexpended
Administration	\$ 14,280.00	\$ 12,832.87	\$ 1,447.13
Dining Room	68,000.00	64,037.86	3,962.14
Dormitories	7,100.00	7,528.22	*428.22
Laundry	8,900.00	7,292.91	1,607.09
Infirmary	3,500.00	2,701.92	798.08
Power Plant and Utilities	29,455.00	27,500.05	1,954.95
Buildings and Grounds	12,480.00	10,086.01	2,393.99
Instruction	111,090.00	111,430.39	*340.39
Additions and Betterments	7,000.00		7,000.00
RESERVE	5,000.00		5,000.00
Total	\$ 266,805.00	\$ 243,410.23	\$23,394.77
Receipts—Own	182,525.00	169,068.04	13,456.96
Appropriation	\$ 84,280.00	\$ 74,342.19	\$ 9,937.81

Statement No. 4

EXPENDITURES BY OBJECTS

1933-34

	Budget	Spent	Unexpended
11. Salaries and Wages	\$ 155,280.00	\$ 153,275.15	\$ 2,004.85
12. Supplies and Materials	80,740.00	75,677.09	5,062.91
13. Postage, Tel. & Telg.	1,450.00	1,390.28	59.72
14. Travel	350.00	240.60	109.40
15. Printing	1,100.00	410.47	689.53
16. Motor Vehicle Operation	250.00	219.60	30.40
17. Water & Power—Town	4,350.00	3,739.69	610.31
18. Repairs	5,225.00	3,718.15	1,506.85
19. General Expense	540.00	503.20	36.80
20. Insurance	3,220.00	2,870.00	350.00
31. Equipment	2,375.00	1,430.27	944.73
Additions & Betterments	7,000.00		7,000.00
RESERVE	5,000.00		5,000.00
Total	\$ 266,805.00	\$ 243,410.23	\$23,394.77
Receipts—Own	182,525.00	169,068.04	13,456.96
Appropriation	\$ 84,280.00	\$ 74,342.19	\$ 9,937.81

REGISTRAR'S REPORT

The following is a report of the Registrar's office for the school year 1933-34, including some significant data summarized from records in this office. Some of these tabulations are made to cover several years for the value that may be derived from comparative data.

Table I

ENROLLMENTS LAST FIVE YEARS

	'29-30	'30-31	'31-32	'32-33	'33-34
Total No. different students for the year:					
(Sept. to June) three quarters.....	944	984	972	970	990
(June to June) four quarters.....	1313	1322	1298	1280	1271

Table II

ENROLLMENTS BY QUARTERS LAST FIVE YEARS

	'29-30	'30-31	'31-32	'32-33	'33-34
Fall Quarters	882	922	893	900	914
Winter Quarters	886	903	853	865	890
Spring Quarters	862	867	842	866	875

Table III

CLASSIFICATION BY YEARS AND CURRICULA

The following is a summarized classification of all students enrolled in the college from June 10, 1933, to June 10, 1934:

	Primary	Grammar	High School	Total
First Year Normal	137	111	—	248
Second Year Normal	188	131	—	319
Freshmen	21	29	113	163
Sophomores	20	14	82	116
Juniors	63	41	90	194
Seniors	45	28	91	164
Special	—	—	—	27
Graduate	—	—	—	9
Unclassified	—	—	—	31
	474	354	376	1271

Table IV gives the comparative enrollment for the last six years by curricula, distinguishing between the Primary and Grammar Grade curricula. It includes the enrollment in high school curricula in order to show the total number of different students enrolled for each year.

Table IV

HIGH SCHOOL MAJORS 1933-34 (FOUR QUARTERS)

	Eng.	Fr.	Geog.	Hist.	Math.	Sci.	Ho.Ec.	Lat.	Soc.Sci.	T'tls
Freshmen	38	23	—	48	24	57	15	—	2	207
Soph.	34	16	—	32	11	49	20	—	—	162
Juniors	41	15	2	34	16	32	13	—	4	157
Seniors	40	24	2	35	10	33	30	2	4	180
Grad. & Un- classified	4	3	—	3	1	5	—	—	—	16
Totals	157	81	4	152	62	176	78	2	10	722

This tabulation shows that the largest number of students taking a high school curriculum was majoring in Science; the second largest number in English. The total number of subject majors in high school curricula during the year is 722. Each student preparing to teach in high school generally majors in two fields, hence the number of different students taking a high school curriculum last year was approximately one-half of 722, or 361. It will be observed that there are approximately as many seniors as freshmen.

MEN STUDENTS

The number of men enrolled in the college has increased rapidly during the past six years. The number enrolled for the years:

	'28-29	'29-30	'30-31	'31-32	'32-33	'33-34	Sum. '34
Regular Year	1	3	16	48	88	110	—
Summer	0	1	0	11	14	27	34
Totals	1	4	16	59	102	137	34

Table V

GRADUATES

This tabulation gives the total number of graduates by curricula during the past eight years. It will be observed that the total number of graduates has approximately doubled; that the relative number of graduates in the two-year curricula is decreasing and that the number of graduates in the four-year curricula is increasing in each one of the divisions. Line 1 gives the number of two-year primary graduates; 2, two-year grammar grade; 3, four-year primary; 4, four-year grammar grade; 5, high school students; 6, home economics:

	'24-25	'25-26	'26-27	'27-28	'28-29	'29-30	'30-31	'31-32	'32-33	'33-34
1.	105	140	104	108	126	161	123	116	92	88
2.	69	69	91	93	120	129	94	96	68	86
3.	6	4	9	14	17	17	17	15	22	32
4.	7	—	3	6	8	24	27	29	19	24
5.	4	17	19	29	33	35	26	54	53	55
6.	2	3	5	9	11	17	13	19	14	20
	193	233	231	259	315	383	300	329	268	305

MEN GRADUATES

The college has graduated eleven men; all have entered the field of education except one.

GRADUATE STUDENTS

The college has awarded three Master's degrees since it was authorized to offer this work in 1929.

A considerable number of graduate students has been enrolled during the past few years, and interest in this work is growing steadily.

Several graduates of other colleges have come to East Carolina Teachers College every year to qualify for elementary and high school certificates.

From the data presented above it may be seen:

1.—That the enrollment of the college has been practically constant during the past seven years, as measured by the number of different students registered each year.

2.—That the enrollment in the two-year curricula is decreasing and that of the four-year curricula is increasing.

3.—That more students elect the two-year primary curriculum than the two-year grammar grade curriculum.

4.—That the enrollment for the fall, winter, and spring quarters is reasonably constant.

5.—That most of our students are working toward the completion of a

definite curriculum; i. e., we have few special students.

6.—That the numbers graduating from the four-year curricula are increasing.

7.—That last year there were graduated:

A—From the two-year curricula, 174.

B—From the four-year elementary curricula, 56.

C—From the high school and home economics curricula, 75.

Respectfully submitted,

HOWARD J. MCGINNIS,
Registrar.

REPORT OF COMMITTEE ON GROUNDS

Campus improvement activities during the past biennium cover:

1. Erection of five granite entrances to the college campus.

2.—Grading and grassing the most unsightly portions of the campus.

3.—Laying approximately one-fourth mile of cement walkways.

4.—Planting a nursery, at a cost of \$225.00, for the purpose of furnishing shrubs for future beautification projects. (At wholesale prices, this nursery now inventories \$671.60).

5.—Construction of five modern tennis courts.

6.—Grading and fencing a new athletic field and building bleachers sufficient to seat 1,000 spectators.

7.—Grading, curbing, and guttering three-fifths mile of driveways on campus.

8.—Building one-half mile new driveways on campus.

The total cost of these improvements has amounted to approximately \$15,000.00. Of this amount the Alumnae Association donated \$543.54, toward building the stone entrances. The C. W. A. furnished in materials for this work, \$3,198.39; in labor, supervision, and other expenses, it furnished \$9,861.28. The remainder of the amount necessary to make up the \$15,000.00 was donated by various campus organizations.

Respectfully submitted,

M. L. WRIGHT, Chairman,
Committee on Grounds.

PROPOSED BUDGET FOR THE BIENNIUM 1935-37

MAINTENANCE

	1935-36	1936-37
Current Budget	\$266,805	\$297,861
In addition to the above, we need the following:		
Salaries and Wages 20% above present basis . for each year	31,056	37,267
(This means an increase of 12.1% and 14.5% based on 1930-31 salaries).		
Extra teaching staff as listed:		
History	\$2,000	
Science	2,000	
Geography	2,000	
Physical Education	2,000	
Commercial	3,000	
Librarian	3,000	
	14,000	16,800
Extra music teacher, 1936-37		2,400
Extra commercial teacher, 1936-37		2,400
Library books	5,000 ✓	5,000
Text books	3,000	3,000

	1935-36	1936-37
Equipment for Commercial Department	1,000	1,000
Equipment for Science Department	500	500
Equipment for Physical Education Department	500	500
Draining, tiling, building and surfacing roads	5,000	5,000
Transforming old Infirmary into Home Economics Building	1,500	
Post Office moved and equipped	500	
* Furnisings for five dormitories and two halls. (Shades, curtains, chairs, sofas, rugs, etc., for the parlors and reception rooms).	1,250	1,250
* Library furniture, book binding, and library supplies	750	750
Repairs:		
(1) On Library: New roof on porch to take the place of the one now decayed; addition of boys' toilet—there is no toilet for the boys in the library at present; waterproofing basement, where books are opened and classified; replacement of decayed boxing under eaves	2,000	
(2) On Campus Building: Replacing present decayed roof of porch with metal, and waterproofing basement which cannot be used after heavy rains	1,500	
(3) On Cotten Hall: Waterproofing the first floor. Occasionally water rises in the rooms so badly that students are forced to leave until the rooms dry out	1,000	
(4) On Gutters: The gutters and down-spouts to four large dormitories and one classroom building have ceased to function and need immediate attention	1,500	
(5) On Power Plant: The State Engineer states that the pipes of the boiler need relining and the entire plant needs renovating	800	800
(6) On Sewer Plant: The present plant is not large enough to take care of the present sewage; new units need to be added and the old units need repairing. This is recommended by the State Board of Health	1,000	
(7) On Radiators: The insertion of new valves so as to furnish more heat and save coal. The State Engineer states that the saving will take care of the entire expense over a period of two years; he heartily recommends that these valves be put in	1,500	
(8) On Teachers' Dormitory: Water and rats combined make the basement insanitary. Both should be eliminated	750	
(9) On Pianos: Twenty old pianos need rebuilding or repairing; this will save the cost of new pianos	1,000	
TOTAL	\$341,911	\$374,528
ESTIMATED RECEIPTS	182,525	200,000
STATE APPROPRIATION NEEDED	\$159,386	\$174,528

PERMANENT IMPROVEMENT

	1935-36	1936-37
Gymnasium	\$ 50,000	
Second floor of Library developed	3,000	
Garages for College teachers	2,000	
TOTAL	\$ 55,000	

Respectfully submitted,

BUDGET COMMITTEE,

Henry C. Bridgers, Chairman.
 E. G. Flanagan
 W. S. Moye
 J. B. Spilman
 Leon R. Meadows, Secretary.

Renfrew Printing Company, Greenville, N. C.

FOURTEENTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF

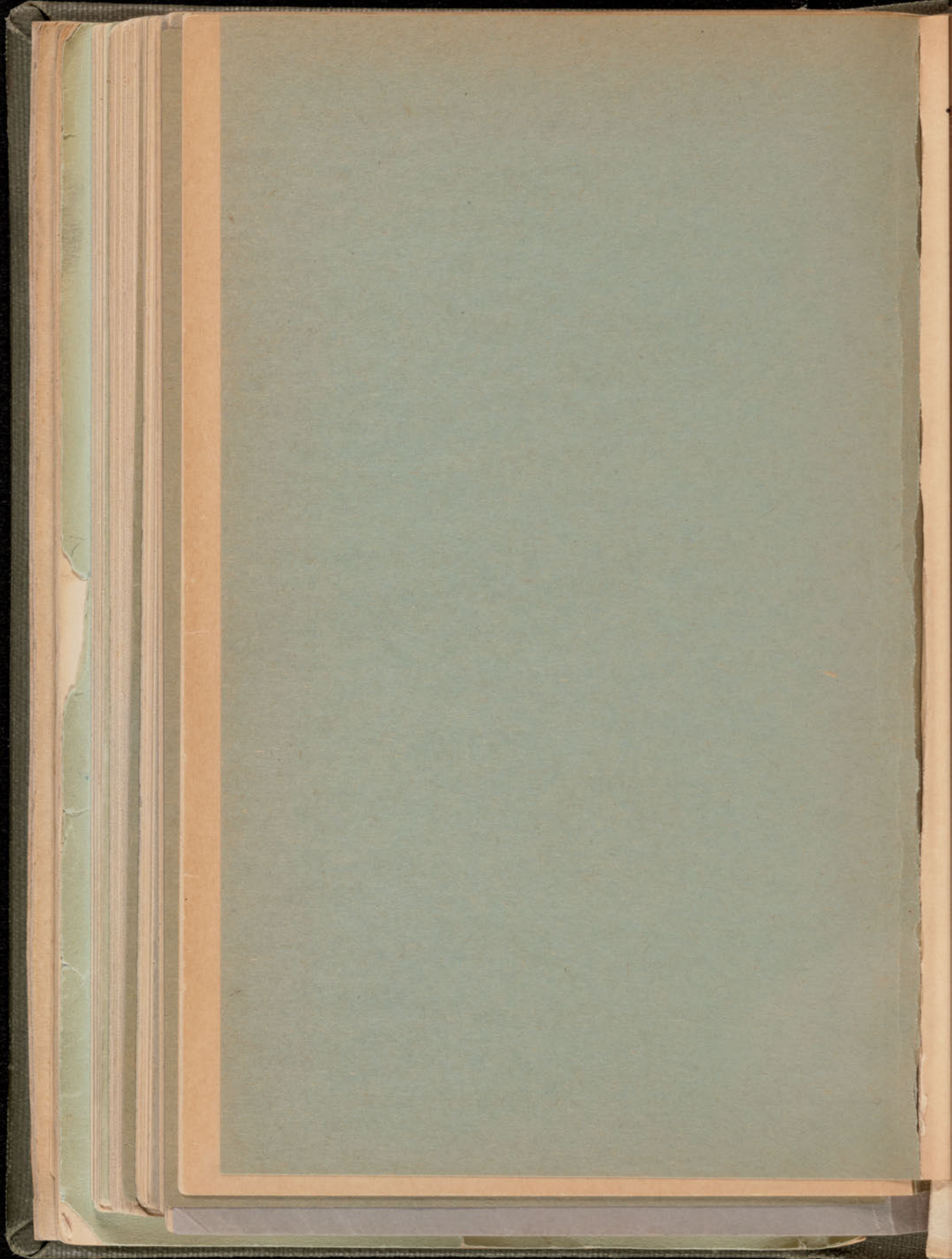
EAST CAROLINA

TEACHERS COLLEGE

GREENVILLE, N. C.



JULY 1, 1934 to JUNE 30, 1936.



FOURTEENTH BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF

EAST CAROLINA

TEACHERS COLLEGE

GREENVILLE, N. C.



JULY 1, 1934 to JUNE 30, 1936.

BOARD OF TRUSTEES
EAST CAROLINA TEACHERS COLLEGE
GREENVILLE, N. C.

		Term Expires
CLYDE A. ERWIN, Chairman, ex officio.....	Raleigh	
MRS. JOHN G. DAWSON.....	Kinston	1939
MRS. CHARLES S. FORBES.....	Greenville	1939
W. J. BOYD.....	Ayden	1939
MRS. W. B. MURPHY.....	Snow Hill	1939
O. P. MAKEPEACE.....	Sanford	1937
MRS. CHAS. M. JOHNSON.....	Raleigh	1937
J. K. WARREN.....	Trenton	1937
ALEXANDER B. ANDREWS.....	Raleigh	1937
ROBERT R. TAYLOR.....	Greenville	1942
F. C. HARDING.....	Greenville	1942
E. G. FLANAGAN.....	Greenville	1942
HENRY CLARK BRIDGERS.....	Tarboro	1942

OFFICERS OF THE BOARD

CLYDE A. ERWIN
 State Superintendent of Public Instruction
 Ex Officio Chairman
 AGNES WADLINGTON, Secretary
 F. D. DUNCAN, Treasurer

EXECUTIVE COMMITTEE.

CLYDE A. ERWIN, ChairmanF. C. HARDING
A. B. ANDREWS

BUILDING COMMITTEE

E. G. FLANAGAN, ChairmanJ. K. WARREN
 HENRY CLARK BRIDGERSO. P. MAKEPEACE
 LEON R. MEADOWS, Secretary

BUDGET COMMITTEE

E. G. FLANAGANLEON R. MEADOWS
 O. P. MAKEPEACEHENRY CLARK BRIDGERS
F. D. DUNCAN

LETTER OF TRANSMITTAL

—o—

STATE OF NORTH CAROLINA
SUPERINTENDENT OF PUBLIC INSTRUCTION
RALEIGH

October 7, 1936.

To His Excellency
Governor J. C. B. Ehringhaus,
Raleigh, North Carolina.

Dear Sir:

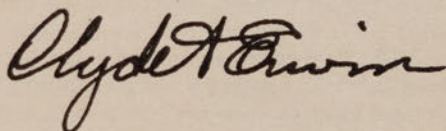
I have the honor to transmit herewith the report of the Board of Trustees of the East Carolina Teachers College for the biennium ending June 30, 1936. This is done in compliance with Section 5871 of the Consolidated Statutes.

I wish to call your particular attention to the report prepared by President Meadows which shows a most satisfactory utilization of resources, and indicates a sound business administration. In addition to this report you will find the reports of the Treasurer, Registrar and Budget Committee. All of these have been approved and adopted by the Board of Trustees.

The report of the Budget Committee is of major interest in view of the fact that rapid growth in the student body necessitates more adequate financial provision.

Very truly yours,

CLYDE A. ERWIN,



Chairman, Ex Officio, Board of Trustees.

FOURTEENTH BIENNIAL REPORT
OF THE
PRESIDENT OF EAST CAROLINA TEACHERS COLLEGE
TO THE
BOARD OF TRUSTEES OF EAST CAROLINA
TEACHERS COLLEGE
FOR THE YEARS 1934-35, 1935-36

During the biennium, 1934-36, the College has made progress in a number of ways. Some of the buildings have been repaired; the grounds have been properly drained where buildings had already been erected; the campus has been beautified; a good start has been made toward permanent improvement of the walks and driveways; an addition has been made to the laundry so that it can now take care of the needs of an enlarged student body; about two hundred rooms in the dormitories have been painted; considerable furniture has been added to take care of the extra students who have been attracted to our College.

The enrollment for 1934-35 was 1585 and for 1935-36, 1665; this is an increase of 530 students over any previous biennium or, approximately 20%. In 1928-30 the appropriation for 2601 students was \$410,400.00, whereas in 1934-36 the appropriation for 3250 students was only \$190,645.00—an increase of 20% in students, but a decrease of 54% in appropriation; the amount appropriated per student taught in 1928-30 was \$157.78 whereas the amount appropriated per student taught in 1934-36 was only \$58.66.

In 1935 the College transformed the Old Infirmary into an attractive Home Economics home; a new Post Office was built in the Dining Room Annex; this will take care of 2000 students; the Davis Arboretum was built at the back of the Science Building—this was named in honor of one of our charter teachers, Miss Sallie Joyner Davis; two study halls, one for boys and one for girls, were fitted up in Austin Building for day students; the unused spaces in Austin Building were walled up and equipped as offices for teachers; the third floor of Austin Building was transformed into class rooms and the Commercial Department, which was inaugurated in January, 1936, was installed there. X Perhaps, the most advanced step taken by the College during this biennium was the elimination of the Two-Year course in the fall of 1935; after 1937, no more Two-Year diplomas will be granted.

The Treasurer's report, attached hereto, shows that the College has been operated well within its budget during the biennium; it also shows that the College receipts increased 38% over the biennium immediately preceding.

The Registrar's report, coupled with that of the Placement Bureau, will show the number and classification of students and graduates and the success the College has had in placing these graduates.

The report of the Budget Committee, found in this report, outlines the needs of the College for the next biennium.

Respectfully submitted,

LEON R. MEADOWS, President

TREASURER'S REPORT

Statement No. 1

EXPENDITURES BY FUNCTIONS

	1934-35		
	Budget	Spent	Unexpended
I Administration	\$ 14,245.00	\$ 12,604.05	\$ 1,640.95
II Instruction	115,669.00	113,812.99	1,856.01
III Custodial Care	106,269.00	102,177.21	4,091.79
IV Operation of Plant	27,285.00	26,657.39	627.61
V Maintenance of Plant	16,487.00	15,755.30	731.70
VI Additions and Betterments	- - -	- - -	- - -
Total	\$279,955.00	\$271,006.94	\$ 8,948.06
Own Receipts	195,675.00	207,013.14	* 11,338.14
Appropriation	\$ 84,280.00	\$ 63,993.80	\$20,286.20

Statement No. 2

EXPENDITURES BY OBJECTS

	1934-35		
	Budget	Spent	Unexpended
11 Salaries and Wages	\$154,680.00	\$152,225.83	\$ 2,454.17
12 Supplies and Materials	101,760.00	98,342.63	3,417.37
13 Postage, Tel. and Tel.	1,600.00	1,436.43	163.57
14 Travel Expense	400.00	389.60	10.40
15 Printing and Binding	1,800.00	1,436.95	363.05
16 Motor Vehicle Operation ...	300.00	247.98	52.02
17 Light, Power and Water	4,405.00	4,139.09	265.91
18 Repairs and Alterations	7,275.00	5,774.07	1,500.93
19 General Expense	770.00	699.28	70.72
20 Insurance and Bonding	4,790.00	4,659.02	130.98
31 Equipment	2,175.00	1,656.06	518.94
32 Additions and Betterments	- - -	- - -	- - -
Total	\$279,955.00	\$271,006.94	\$ 8,948.06
Own Receipts	195,675.00	207,013.14	* 11,338.14
Appropriation	\$ 84,280.00	\$ 63,993.80	\$20,286.20

* Estimated Receipts over-realized.

Statement No. 3

EXPENDITURES BY FUNCTIONS

1935-36

	Budget	Spent	Unexpended
I Administration	\$ 16,732.00	\$ 15,080.19	\$ 1,651.81
II Instruction	159,272.00	152,965.28	6,306.72
III Custodial Care	126,826.00	122,808.12	4,017.88
IV Operation of Plant	26,747.00	24,889.28	1,857.72
V Maintenance of Plant	14,772.00	14,245.14	526.86
VI Additions and Betterments	20,571.00	20,363.66	207.34
Total	\$364,920.00	\$350,351.67	\$ 14,568.33
Own Receipts	258,555.00	261,502.95	* 2,947.95
Appropriation	\$106,365.00	\$ 88,848.72	\$ 17,516.28

Statement No. 4

EXPENDITURES BY OBJECTS

1935-36

	Budget	Spent	Unexpended
11 Salaries and Wages	\$194,177.00	\$186,064.39	\$ 8,112.61
12 Supplies and Materials	112,542.00	109,976.72	2,565.28
13 Postage, Tel. and Tel.	1,550.00	1,412.71	137.29
14 Travel Expense	500.00	498.15	1.85
15 Printing and Binding	2,083.00	1,993.23	89.77
16 Motor Vehicle Operation ...	275.00	199.66	75.34
17 Light, Power and Water	4,350.00	3,924.67	425.33
18 Repairs and Alterations	8,625.00	7,902.01	722.99
19 General Expense	550.00	375.90	174.10
22 Insurance and Bonding	3,040.00	2,935.53	104.47
31 Equipment	16,657.00	14,705.04	1,951.96
32 Additions and Betterments	20,571.00	20,363.66	207.34
Total	\$364,920.00	\$350,351.67	\$ 14,568.33
Own Receipts	258,555.00	261,502.95	* 2,947.95
Appropriation	\$106,365.00	\$ 88,848.72	\$ 17,516.28

* Estimated Receipts over-realized.

Statement No. 5

ENROLLMENT, APPROPRIATION, RECEIPTS, AND EXPENDITURES
FOR PAST TEN YEARS

Year	Enrollment	Appropriation	Own Receipts	Total	Expenditures
1926-27	1,339	160,000.00	157,238.10	317,238.10	312,635.48
1927-28	1,381	165,000.00	175,354.98	340,354.98	329,120.32
1928-29	1,317	* 206,000.00	229,402.48	435,402.48	433,784.34
1929-30	1,284	204,400.00	223,058.20	427,458.20	400,467.58
1930-31	1,274	204,400.00	223,499.29	427,899.29	371,365.03
1931-32	1,298	150,000.00	190,984.70	340,984.70	303,261.38
1932-33	1,137	150,000.00	170,645.60	320,645.60	258,781.99
1933-34	1,317	84,280.00	169,068.04	253,348.04	243,410.23
1934-35	1,585	84,280.00	207,013.14	291,293.14	271,006.94
1935-36	1,665	106,365.00	261,502.95	367,867.95	350,351.67

* Includes \$6,000 transferred from appropriation of 1927-28

REGISTRAR'S REPORT

The following is a report of the Registrar's office for the school year 1935-1936, including some significant data summarized from records in this office. Some of these tabulations are made to cover several years for the value that may be derived from comparative data.

Table I
ENROLLMENTS LAST FIVE YEARS

Total number different students for the year:	'31-32	'32-33	'33-34	'34-35	'35-36
Sept. to June (three quarters)	972	970	1013	1096	1134
June to June (four quarters)	1298	1137	1317	1585	1665

Table II
ENROLLMENTS BY QUARTERS LAST SEVEN YEARS

	'29-30	'30-31	'31-32	'32-33	'33-34	'34-35	'35-36
Fall Quarters	882	922	893	900	914	1016	1071
Winter Quarters	886	903	853	865	890	1004	1061
Spring Quarters	862	867	842	866	875	953	1003

Table III
CLASSIFICATION BY YEARS AND CURRICULA

The following is a classification of all students enrolled in the College from June 4, 1935, to June 4, 1936:

	Primary	Grammar	High School	Total
First Year Normal	91	87	—	178
Second Year Normal	143	142	—	285
Freshmen	40	46	170	256
Sophomores	43	39	109	191
Juniors	147	148	55	350
Seniors	88	64	89	241
Special	—	—	—	64
Graduate	—	—	—	9
Unclassified	—	—	—	91
	552	526	423	1665

Table IV
CLASS ENROLLMENT AND FACULTY LOAD

	Number full time Teachers	Class Enrollment	Number Classes	Average Class Size	Class Enrollment per Teacher
Summer 1935, first term	19	1339	65	21	70.5
Summer 1935, second term	17	790	55	15	46.5
Fall, 1935	36	5744	166	34.6	158
Winter, 1936	36	5706	173	33	158.5
Spring, 1936	37	5178	166	31.2	140

Table V
NUMBER STUDENTS ENROLLED IN EACH DEPARTMENT

Winter 1936

		Per cent of total
Administration and Supervision	117	2.05
Commerce	227	3.97
Education and Psychology	742	13.00
English	838	14.68
Foreign Language	132	2.31
Geography	537	9.41
History	830	14.54
Home Economics	147	2.57
Mathematics	448	7.85
Music	216	3.78
Physical Education	248	4.34
Public School Art	220	3.85
Science	623	10.91
Sociology and Economics	381	6.67
Total	5706	99.93%

Table VI
MEN STUDENTS

The number of men enrolled in the college has increased rapidly during the past six years. The number enrolled for the years:

	'30-31	'31-32	'32-33	'33-34	'34-35	'35-36
Regular year	16	48	88	110	113	109
Summer	—	11	14	27	34	39
Totals	16	59	102	137	147	148

East Carolina Teachers College has graduated thirty-three men since 1931. Thirty-one of them received the A. B. degree and two received the Normal diploma. Most of these men have gone into educational work, a few have gone to graduate colleges for additional work, and a few have gone into business. One is now pursuing a dental course. Five of these men are principals of schools, and one is a very successful athletic coach in a large high school.

Table VII
GRADUATES

This tabulation gives the total number of graduates by curricula during the past ten years. It will be observed that the total number of graduates has approximately doubled; that the relative number of graduates in the two-year curricula is decreasing and that the number of graduates in the four-year curricula is increasing in each one of the divisions. Line 1 gives the number of two-year primary graduates; 2, two-year grammar grade;

3, four-year primary; 4, four year grammar grade; 5, high school students; 6, home economics.

	'26-27	'27-28	'28-29	'29-30	'30-31	'31-32	'32-33	'33-34	'34-35	'35-36
1.	104	108	126	161	123	116	92	88	68	54
2.	91	93	120	129	94	96	68	86	48	71
3.	9	14	17	17	17	15	22	32	23	37
4.	3	6	8	24	27	29	19	24	24	26
5.	19	29	33	35	26	54	53	55	45	48
6.	5	9	11	17	13	19	14	20	9	17
	231	259	315	383	300	329	268	305	217	253

Respectfully submitted,

HOWARD J. MCGINNIS, Registrar

REPORT OF THE PLACEMENT BUREAU

Following is a brief statement concerning the employment of the graduates of this college during the year 1935 through the agency of the Placement Bureau of the College.

Of the 230 graduates last year, 172 were reported as securing teaching positions in North Carolina; 22 returned to this College or went to others for further study; 3 were reported as married; and 16 others asked to be withdrawn from the Placement files for other reasons. Some of these were employed in work other than teaching and some did not care to teach.

Of the 17 not accounted for above, it is reasonably certain that some of them were teaching but they did not so report to the Placement Bureau.

In addition to the graduates of 1934-35 who were placed in teaching positions, eighty-four other teachers secured positions through the medium of the Placement Bureau during 1935.

School employing officials are more and more demanding the "A" certificate, which means the completion of a four-year curriculum, and many of them are asking for experienced teachers. These officials are also placing a great deal of reliance on the recommendations of the Placement Bureau of the College.

Respectfully submitted,

HOWARD J. MCGINNIS, Registrar

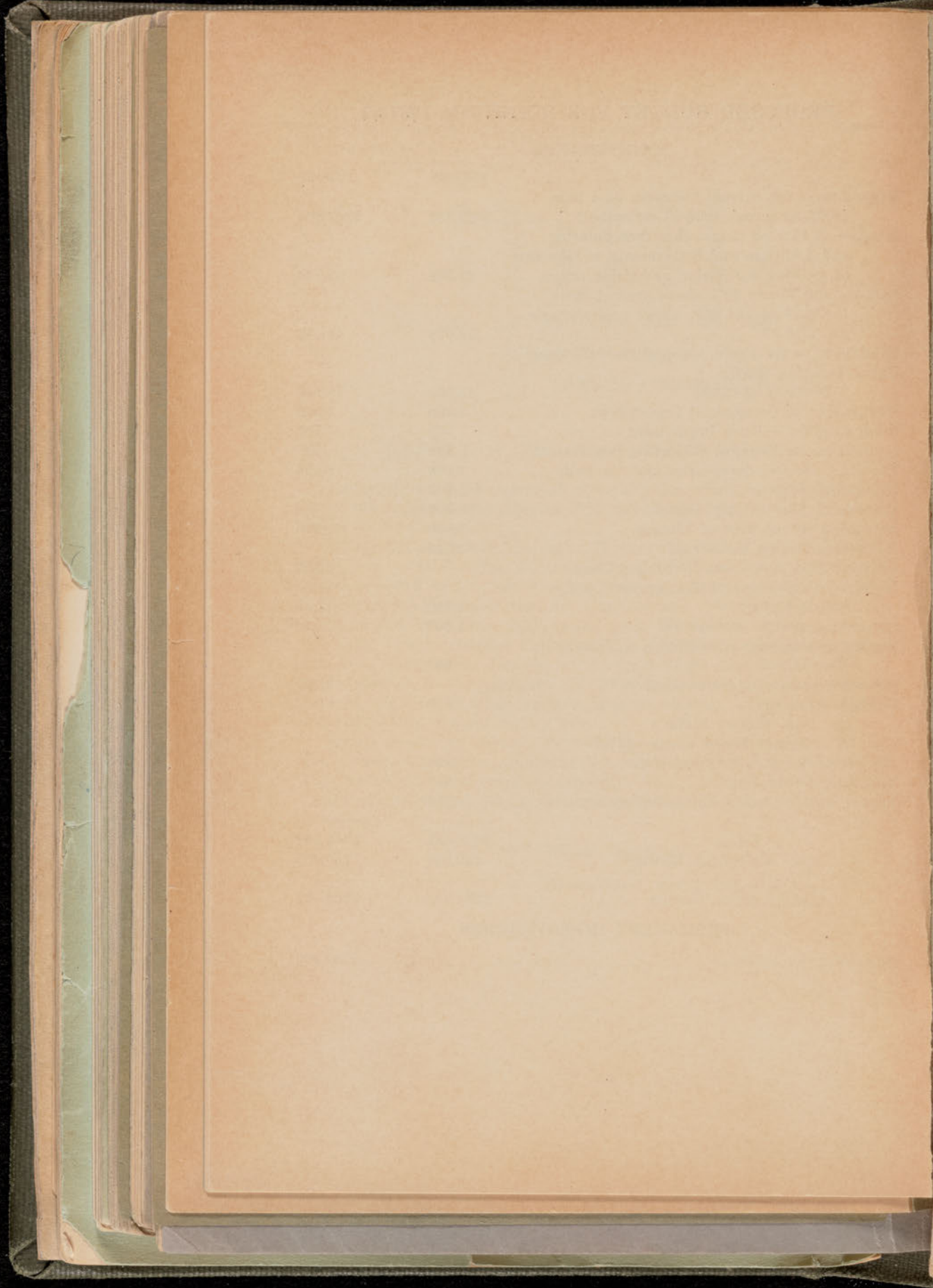
PROPOSED BUDGET FOR BIENNIUM 1937-39

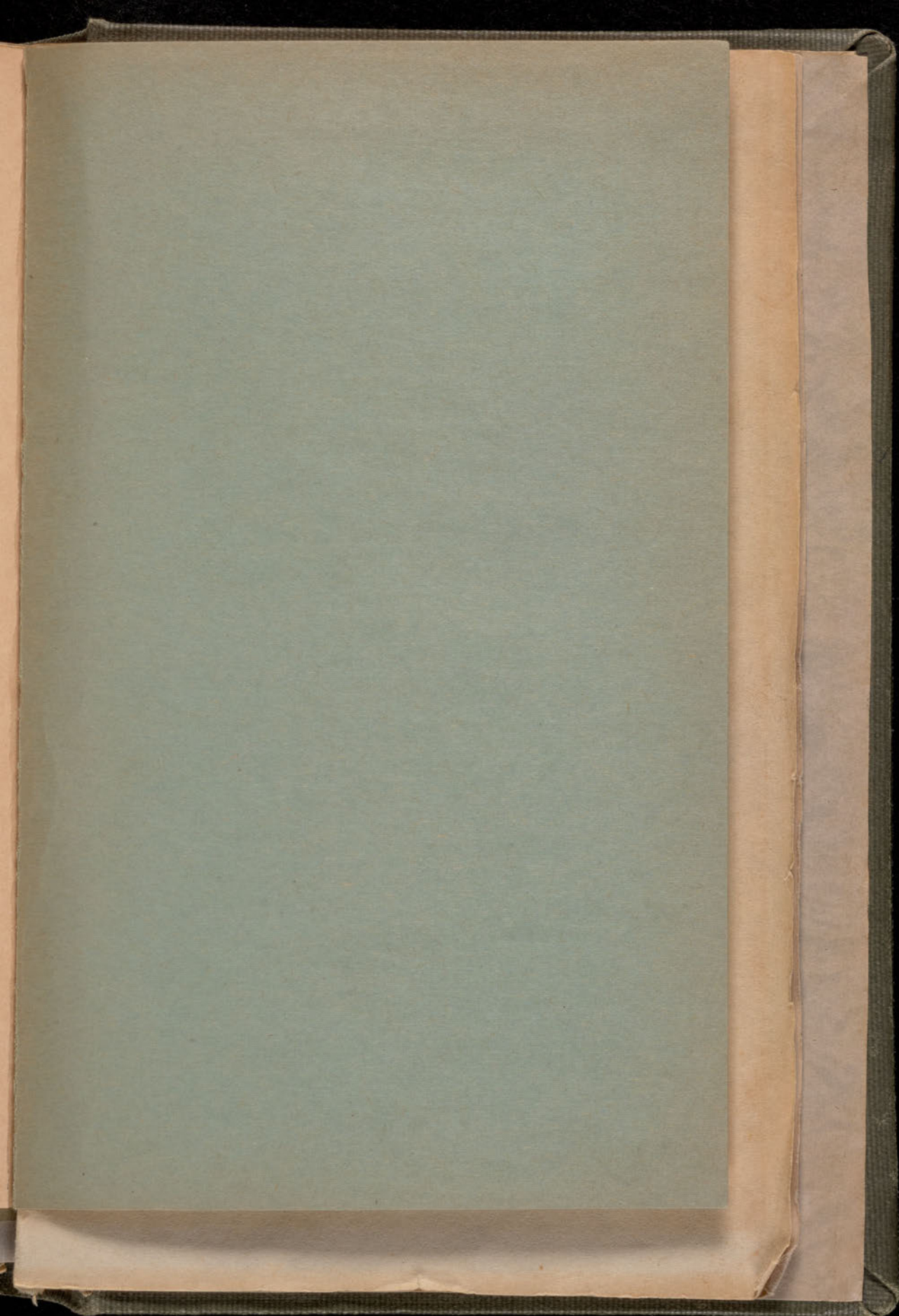
MAINTENANCE

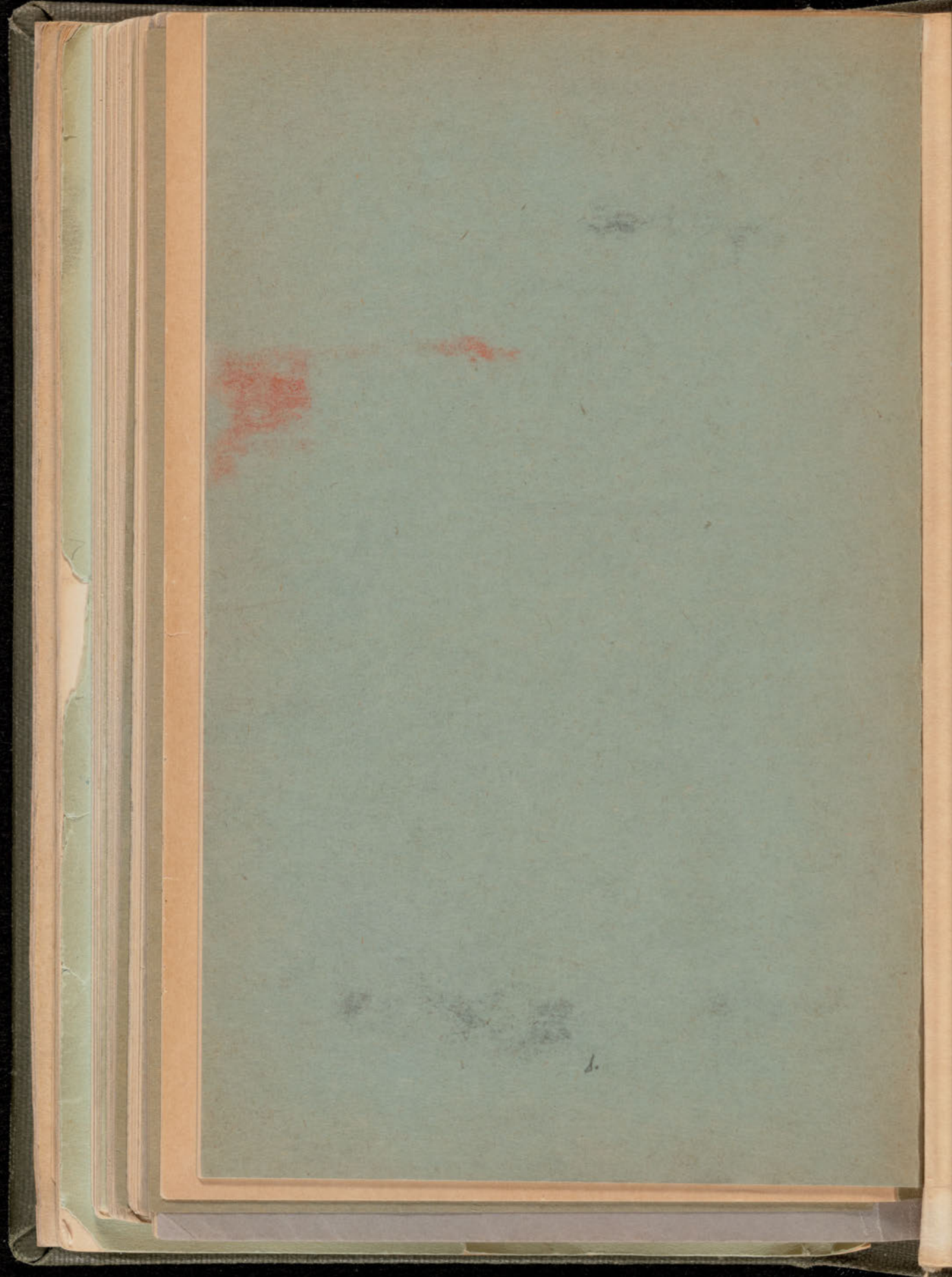
	1937-38	1938-39
Expenditures for current biennium as a base (1935-36 actual, 1936-37 estimated)	\$350,352	\$362,000
Increase of 15% on items other than Salaries and Additions and Betterments, to take care of growing enrollment and rising prices	21,588	23,769
Salaries and Wages 20% above present basis for 1937-38 and 25% above present basis for 1938-39	39,073	48,842
In addition to the above, we need the following:		
Extra Teaching Staff:		
7 Teachers @ 2,000	14,000	14,700
Equipment for Commercial Department	1,000	1,000
Equipment for Science Department	500	500
Equipment for Physical Education Department	500	500
Furniture for five dormitories and two halls	2,000	2,000
Rebuilding Pianos	1,000	
Repairs to four faculty houses	2,000	
Equipping second floor of Library	1,500	1,500
Rebuilding Dining Room roof	2,000	
Refrigeration equipment in Dining Room		3,500
Repairs to driveways, walks, grounds, and railroad spur	1,750	1,500
Recovering Austin Auditorium	1,000	
Replacing plumbing and lighting equipment in East Jarvis	500	
Installing stokers under two boilers		7,150
Kitchen Equipment	3,500	
a. Dish Washer \$1000		
b. Electric Bread Cooker \$2500		
Replacing floors in Fleming Hall	1,800	
Replacing Power Lines	2,483	
Copper Pipe for entire hot water system	4,886	
Totals	\$451,432	\$466,961
Less: Estimated Receipts	250,000	260,000
Appropriations Needed	\$201,432	\$206,961

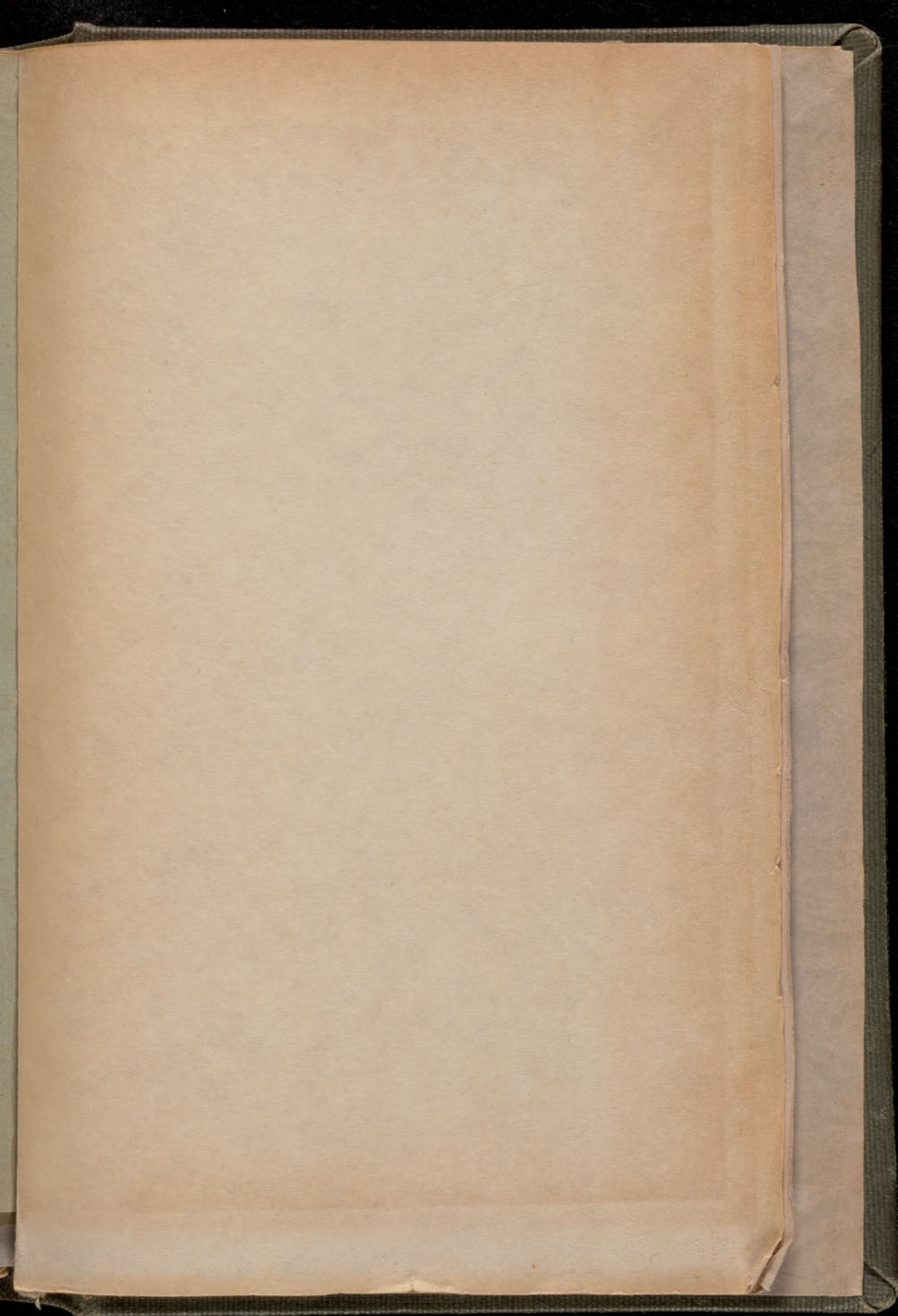
PERMANENT IMPROVEMENTS

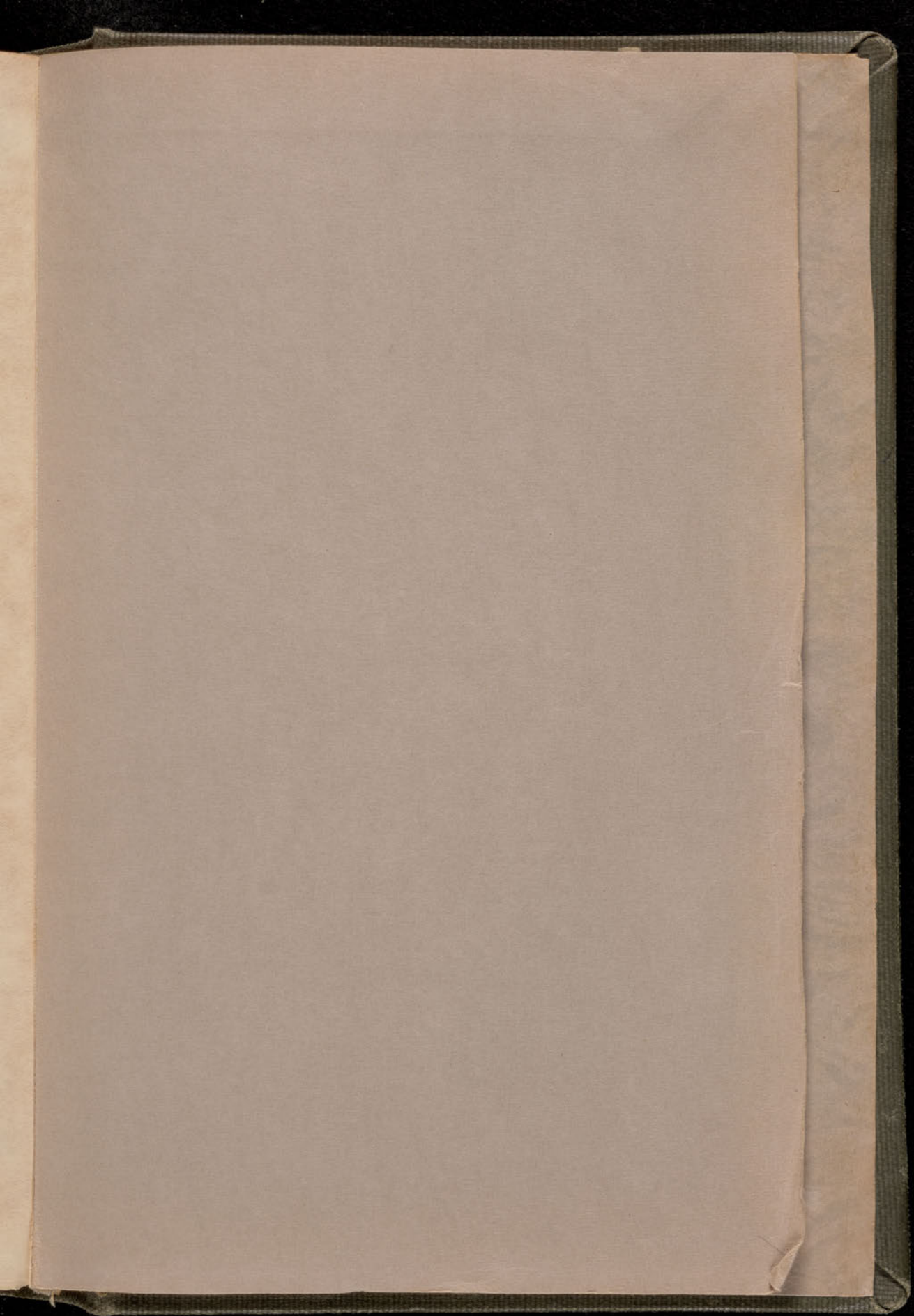
Dormitory for teachers	\$100,000
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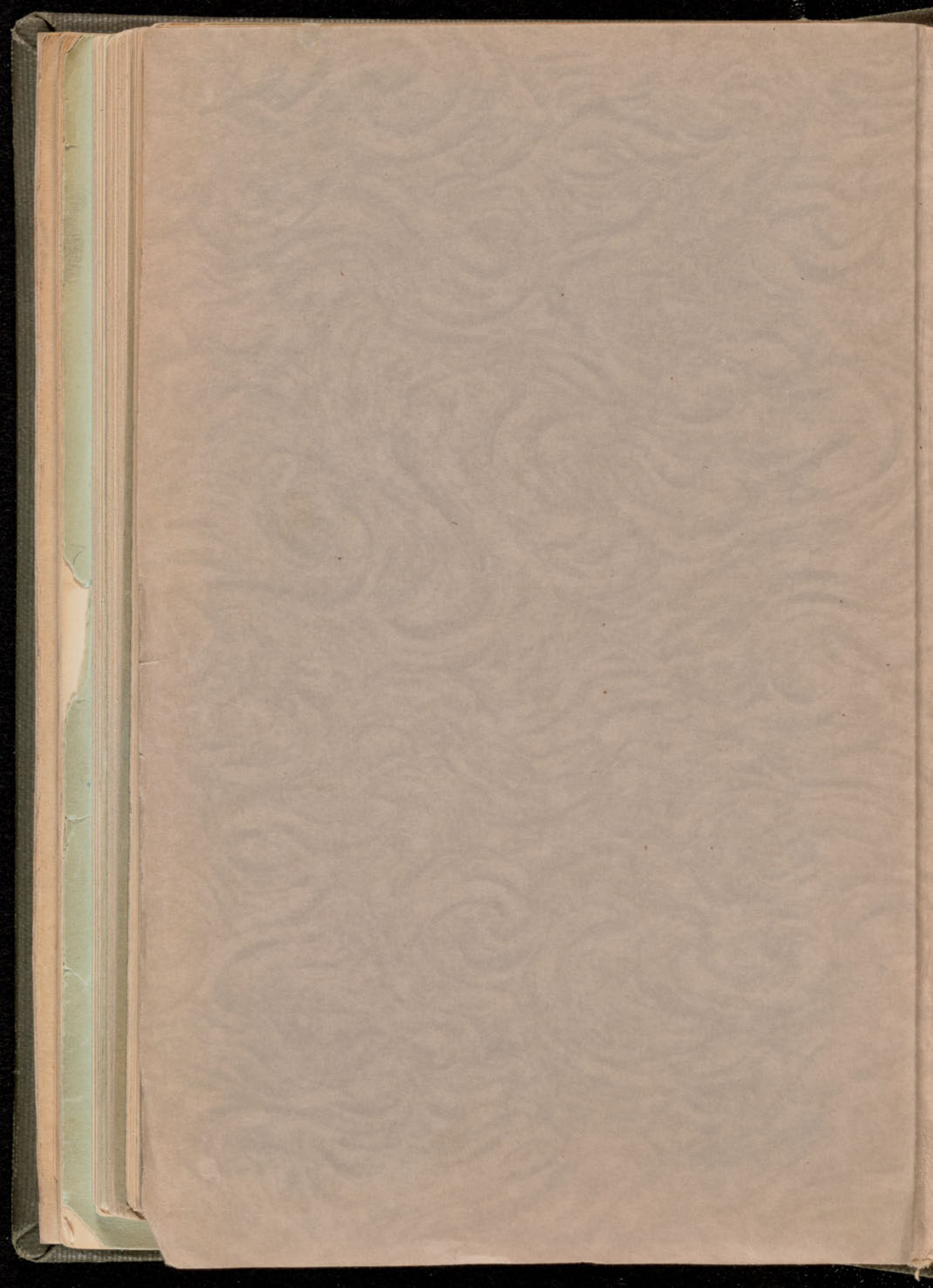












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