

Bowling Green, Ky., Aug. 20, 1912.

TO THE HONORABLE BOARD OF REGENTS,  
WESTERN KENTUCKY STATE NORMAL SCHOOL,  
BOWLING GREEN, KY.

Gentlemen:

I have the honor to submit the following condensed report:

CONDITION OF SCHOOL--We have, without doubt, just closed the most successful year's work in the history of the Normal. Perfect harmony and efficient and enthusiastic work have characterized the year which has just closed.

FINANCES--I hand you herewith a balance-sheet which was made at the closing of the year's work. Mr. Byrn, the registrar, will be able to give detailed information concerning the financial condition of the institution. He reports that after the bonds shall have been floated and every debt of the institution paid, we shall have for the purchase of equipment and improvement about \$                      This information will enable us to work systematically in making appropriations for the different recommendations, which are made on the following pages of this report. I have addressed a letter to the State Inspector urging that he give the year's work and the books of the institution an equitable examination early in September, and he has promised to do this. He has further promised, in response to my request, to make such suggestions as will enable us to accomplish results and to safeguard the interest of the State.

ATTENDANCE--We enrolled during the year which has just closed 1549 student-teachers, and 260 pupils in the Training School, making a grand total of 1809. The enrollment of the regular student-teachers in the Normal is 149 larger than the largest enrollment of any former year in the life of the school, and 223 larger than the enrollment on last year. Of this number of regular student-teachers enrolled during the year 522 were men, and 1027 were women. The average age of the 1549 regular Normal students was 21 years. 1423 entered on free scholarships and signed a statement agreeing to teach in Kentucky following attendance at the Normal. At least---- of the 1549 regular student-teachers who entered during the year will teach in Kentucky this summer, the approaching fall and winter. 946 student-teachers had taught an average of 540 days before entering, and 603 had not taught before entering the Normal.

ENROLLMENT AND DISTRIBUTION OF STUDENTS--The 1549 regular students-teachers enrolled during the school year came from the following territory:

From the 51 counties of the Western Kentucky State Normal District:

ADAIR.....	15	JEFFERSON.....	26
Allen.....	20	LaRure.....	9
Ballard.....	23	Logan.....	35
Barren.....	57	Lyon.....	18
Breckinridge.....	22	Livingston.....	11
Bullitt.....	9	Marion.....	2
Butler.....	29	Marshall.....	20
Caldwell.....	17	McCracken.....	21
Calloway.....	82	McLean.....	42
Carlisle.....	12	Meade.....	23
Casey.....	34	Metcalf.....	2
Christian.....	63	Monroe.....	23
Crittenden.....	18	Muhlenberg.....	45
Cumberland.....	10	Nelson.....	20
Daviess.....	86	Ohio.....	50
Edmonson.....	23	Russell.....	16
Fulton.....	13	Simpson.....	21
Graves.....	51	Spencer.....	4
Grayson.....	23	Taylor.....	10
Green.....	7	Todd.....	17
Henderson.....	39	Trigg.....	17
Hardin.....	17	Union.....	21
Hancock.....	7	Washington.....	4
Hart.....	18	Webster.....	26
Hickman.....	20	Warren.....	3
Hopkins.....	44	including Bowling Green.....	243

---

1485

Total enrollment from the Western Kentucky District,  
not including the pupils of the Training School.

From other counties of the State.....	24
From other states.....	40

Total enrollment of regular Normal students 1549

Total enrollment of pupils in Training School 260

Total enrollment of the different students in the  
Training School and the Normal School for the scholastic  
year ending July 1st.....

---

1809

RELIGIOUS AFFILIATION OF STUDENTS--Ninety-eight per cent. of all the student-teachers who attended the Normal during the year were members of some one of the churches. This membership was apportioned as follows:

Methodist.....	85.....	24.78%
Baptist..	127.....	37.02
Presbyterian.....	36.....	10.49
Christian.....	79.....	23.03
Catholic.....	5.....	1.46
No choice.....	7.....	2.05
Episcopal.....	3.....	.88
Lutheran.....	1.....	.29
Total	<u>343</u>	<u>100.00%</u>

A fine spiritual atmosphere characterized the student life. Most of them attended their respective Sunday Schools and churches.

COURSES OF STUDY-- The school is trying to treat Western Kentucky conditions. It is studying the problems of the home, farm, shop, factory, and community, and is trying to meet the demands of the people and help them to live a complete life. With this in view, many new courses of study are being added and the old ones changed. The work of the institution is being extended with a view of emphasis, not only upon the academic but the professional and practical work. We are trying to train a teacher who will be capable of developing a culturalized, socialized, industrialized, vocationalized and democratized Kentucky school. Therefore the school is now offering courses of study in Professional Training, Kindergarten, Primary Methods, Drawing and Penmanship, Music, Physical Education, Manual Training, Domestic Science and Arts, Nature Study, Agriculture, Biology, Physiology, Latin, Geography, History, Geology, Physics, Chemistry, English Language, Grammar, Rhetoric and Composition, Literature, Ethics, Psychology and Child Study, French, German, Mathematics, etc.

We have not accomplished all that we desire in the development of the course of study. It is not what we hope to make it, but we are developing the course of study as fast as a healthy growth, the conditions of State, and the finances of the institution, will permit.

CORN CLUBS--I desire to say to you that Dr. Fred Mutchler, Head of the Department of Science, has been appointed as State Agent by the United States Government for the Corn Clubs of the State. This is an unusual recognition, and one that is a compliment to Dr. Mutchler and to the school with which he is connected. At this meeting, it will be necessary for us to work out some definite and specific plan upon which the Corn Clubs can be conducted, and also some definite understanding must be had with Dr. Mutchler as to his salary, expenses in the field, and other items. I feel sure that the Boys' Corn Clubs of the State will become one of the strong features in the industrial life of the State at an early date, and that the influence of this work will be far-reaching. We feel gratified that the Government had recognized the Western Normal as the seat of its work. It is a recognition that other schools would appreciate very much. The following letter from Dr. Mutchler gives information concerning the plan of the United States Government.

Bowling Green, Ky., July 18, 1912.

President H. H. Cherry,  
Western Kentucky State Normal School,  
Bowling Green, Ky.

Dear President Cherry:

The following is an outline of the work that has been done through the past year in the Boys' Corn Clubs, along with a tentative plan for future co-operative work with the United States Department of Agriculture in this work in the State of Kentucky:

On December 11, 1911, I made a trip to Washington upon the invitation of the Department of Agriculture. While there, I got permission from the Secretary and the Chief of the Bureau of Plant Industry to take up the organization of a part of the State of Kentucky in co-operative corn growing, this work having been done for a number of years in the other Southern States in what is known as the Boys' Corn Clubs. The Government at that time assured me that they would give us some help by the way of meeting the financial expenses incurred in the work. I immediately began, upon my return to Bowling Green, to correspond with the County Superintendents in our Normal School District. I found that practically every Superintendent was anxious to have this work developed in his county. It was decided that the best time to vigorously attempt this work would be at a meeting of the County Superintendents of our district, which was held here early in February. The United States Department of Agriculture sent Mr. O. H. Benson here for that week. He and I together gave some instructions relative to this work each day during that Convention. From that time on, I spent my Saturdays in going from county to county, organizing the boys into Clubs and talking to the people about this movement. I found a great deal of interest manifested in the work.

Along toward the last of March, I was away from the institution for a ten days' trip through the counties of Western Kentucky, organizing Corn Clubs every day, sometimes two a day, where the railroad connections made it possible to get from one place to another in time. After my return from that trip, I again spent my Saturdays in this work up until the middle of May, at which time, we felt that it would not be well to organize any more Clubs.

In addition to the Clubs that I, myself, organized, Mr. W. S. Taylor an assistant in the department, organized a number of Clubs, Mr. W. J. Craig made one trip at a week end and organized two counties. We have at the present time 38 working organizations in the different counties of the Western District of the State of Kentucky. I have spent the week end each week, except one, since the first of February, either in the organization of these Clubs or in going about visiting and encouraging the boys, and instructing them as to the best methods of corn-growing. Mr. Taylor has, also spent most of the time at the week end in the same kind of work since April 1st.

We have enrolled about 5,000 boys, each of whom is cultivating one acre of corn under our specific directions. These boys are also enrolled by the United States Department of Agriculture and are receiving from there some of the Government's literature from time to time. We have had only one discouraging feature in connection with the work, and this, of course, we could not help. It has been the enormous amount of rain during the season. A goodly number of the boys lost their plots on account of the high water, for many of them were planted in low bottom land.

Mr. John M. Atheron has agreed to furnish \$100 to pay the expenses of the State Champion Corn Grower in these Corn Clubs on a trip to Washington City, and from there to the National Corn Show at Columbia, S. C. This trip will be made sometime in the month of January 1913. The State Champions in each of the states, where these Clubs are organized, go annually to Washington for a week's trip; and this year, it has been extended to take in the National Corn Show. The Kentucky Military Institute at Louisville has offered a scholarship for one year, worth \$450 to the boy who wins the second prize for the quantity of corn grown in these Clubs. In addition to these the State Department of Agriculture offers prizes in every county; also each county has agreed to give prizes to its own Club members. They usually run somewhat as follows:

Twenty Dollars in gold for the greatest yield of corn from one acre; Ten Dollars in gold for the second; Five Dollars for the third, and like prizes for the best quality of corn. In some of the counties, considerable money had been raised for prizes and for bearing the expenses of this work. I think the best work is being done in Jefferson and Daviess counties. In these two counties, I succeeded in getting the people to hire a man to spend his entire time from the first of April to the first of October to work with the boys. Mr. M. C. Ford is working in Daviess County and Mr. George V. Page in Jefferson County. These young men spend their entire time giving instruction to the boys in their Corn Clubs and incidentally, to the farmers along lines of Agriculture about which they know. We feel that a great work has been inaugurated and a great educational movement stimulated by the work of the Boys' Corn Clubs in the State of Kentucky.

This work in the State has cost the Normal School this year for my own and Mr. Taylor's travelling expenses \$171.35; this amount having been expended up to the 10th of April. At that time, the Government arranged to pay our travelling expenses in the State until the first of October not to exceed \$450. They have given us in addition to that a salary of \$100 per month for six months for Mr. Taylor; they have, also given \$40 per month for five months for a stenographer. In addition to that they have paid me \$100 per month from the first of April to the first of October. They have, also, given Mr. Taylor and myself the franking privilege which enables us to do any correspondence relative to the Corn Clubs without paying postage. The financial expenditure, therefore, of the Normal School has been very much less than the amount the Government has paid.

We are now arranging plans for the continuation of this work during the year. The United States Government has offered to let me continue as State Agent in the Boys' Corn Club work in Kentucky, with the understanding that I devote three days each week to work in the field, and the other three days to work in the school. They offer to pay one-half of my salary and one-half of the travelling expenses for this work. It is also expected that two or three District Agents will be appointed, and they will be subject to my supervision. They will be located at some other educational institutions in the State and will work in their surrounding territory. One of them would probably be located at the Eastern Normal School, provided co-operative arrangements could be made, the Government and the school sharing in a co-operative way the salary and expenses of the man. Furthermore, we are expecting, if such a plan is worked out, to ultimately have in every county a man who will give his entire time to Agricultural work--a man known as a Demonstrator, who shall at all times be at the service of the farmers. The plan would be to ask each county to pay one-half of the salary and travelling expenses of such a man, and the Government to pay the other half. This man to be subject to the direction of the State Agent, who in turn is responsible to the United States Government for his work.

One or two counties have already made plans to secure such Demonstrators. The Fiscal Court of Jefferson County is now considering the proposition and will likely make an appropriation of \$1000 for such work. At any rate, it will be possible next year to get from twenty to twenty-five men in as many counties in the State to look after the Corn Club work for five or six months. I find a very great interest in this work, not only among the farmers but among the educators and business men of the State, and I believe that if the proper co-operation can be worked out by the educational institutions, business and other interests of the State, and the United States Government, this phase of our rural education will, in a short time, become one of the greatest influences that we have.

I have submitted this brief survey and outline of future plans to you so that you may have in tangible form for reference a statement of this matter before you for such consideration as you may want to give it. I am under great obligations to the school and its administrative officers for the privilege of working in what I consider to be the most important field in the entire scope of educational problems.

Most sincerely,

Fred Mutchler.

---

State Agent Corn Club Work.

DOMESTIC SCIENCE AND ARTS--The School of Domestic Science and Arts is a great success. The demand for this work is greater than our facilities. I have never known a greater interest in anything than is being manifested in the work of Home-Making. A large number of women have taken advantage of this course of study. Miss Iva Scott, the Director, is an eminent success. She

has prepared a Bulletin which outlines a course of study in Domestic Science and Arts for the Rural Schools, a copy of which I shall give to you. This course of study has been put into the rural schools of Warren County. Miss Ida Judd, a graduate of our school of Domestic Science and Arts, has been employed by the Warren County Educational Board to take charge of the work in the rural schools of Warren County. During the entire school session, she will go from school to school offering instruction and will direct the work. We shall watch with a great deal of interest the results obtained in Warren County. The people of the county are deeply interested and much enthusiasm prevails. The work is also being introduced in other counties, but not as systematically and completely as in Warren County.

OTHER COURSES--We are quite anxious to introduce Manual Training, but we have no place in which to open this Department. Every inch of the present available school room is used. It is doubtful whether we should attempt the establishment of this department for one more year. I believe, however, some plan can be worked out by which we can launch the work, beginning one year from next September. Possibly we may be able to do it as early as next January. We also desire to establish a department of Physical Education, beginning January 1913. We have a teacher of Physical Education with us during the present Summer School. More than 400 different students entered the classes. It proved to be a great success, and the response of the students indicated a high interest in the work. I desire the privilege of looking around with a view of locating a suitable teacher for this work. It will take some time to secure one.

THE SCHOOL OF MUSIC--The School of Music is in every way a success. Prof. F. J. Strahm has more than made his salary through the teaching of private lessons. The establishment of the School of Music has saved the institution money, as it takes care of the Public School Music, which we formerly paid \$125 per month to have taught. We are greatly pleased with the work of this department. Mrs. Settle has resigned as teacher of Vocal Music, and it will be necessary to employ someone to take her place. We employed Miss Sallie Rodes as assistant teacher of Piano early last January, and she has been giving a splendid service since that time.

There is quite a demand for instruction on the Violin and we desire to employ a teacher of the Violin. We haven't any doubt about being able to meet the expenses of the salary through the collection of tuition for private lessons. Adding this work to the School of Music will strengthen a department that is already strong.

THE SUMMER SCHOOL--The Summer School of 1912 enrolled about 500 different students, decidedly the strongest body of students that ever assembled at this place at any one time. We had many City Superintendents, Principals of High Schools, Graded School teachers, High School Teachers, Supervisors, and others, in attendance. Great interest prevailed throughout the Summer School. Regular and special work was done. We supplemented the work of the present fa-

culty by employing a special number of noted educational experts who did special work along special lines. The special talent secured this year was more satisfactory than any of former years. We hope to make the Summer School of the future one of the leading features of the institution. We find that the Summer School is a distinct problem and must be conducted along different lines from other regular terms. It is necessary to employ special talent for the Summer School from eight months to a year in advance in order to get the talent we desire. We trust you will authorize us to go ahead and develop the Summer School of 1913.

CONFERENCE OF COUNTY SUPERINTENDENTS--It is unnecessary to speak of the importance of this Conference. No one other thing has contributed as much valuable field service as has this Conference; besides, it has developed a unity of purpose among the County Superintendents. It really takes from eight months to a year to properly arrange for this Conference. I trust you will authorize the holding of the Conference for the year 1913.

GRADUATES--One hundred student-teachers have completed the Elementary Certificate Course; thirty-seven student-teachers have completed the Intermediate Certificate Course; twenty-seven student-teachers have completed the Advanced or Life Certificate Course during the scholastic year which has just closed.

ELEMENTARY CERTIFICATE--The following persons have completed the Elementary Certificate Course of Study and are entitled to a certificate which permits them to teach anywhere in the State of Kentucky for a period of two years. Under the Normal School Law, these certificates are issued by the authority of the Board of Regents on the recommendation of the faculty of the institution.

JUNE 1912 CLASS.

Mrs. Marcie L. Brown, P. M. Basham, Atlanta Bynum, Lillian Beeler, A. C. Bryant, Alleyne Boye, Renak Conover, Grace Cox, Olivia Caldwell, Catherine Combest, Mildred Coffman, Willey Colley, Claud Croft, Stella Earl Denton, Pruitt Dodson, Leslie Greek, Ruth Gray, Ruth Hobgood, Ethel Hays, Tom Hamilton, Rose Heyd, Eula Hester, Beulah Hester, F. L. Hooks, Mrs. Josie Hancock, Lela Keown, R. M. Iglehart, Margaret Kerr, J. H. Lawrence, Mary Lambert, J. H. McKinney, W. O. Rovers, Ruth Lyon, Veulah May, Birdie McKendree, Mary Myers, Frank McChesney, Estus Mitchell, Evan McKendree, Mary Maggard, Sadie Mims, Dora Motley, Beulah Mudd, Florence Nelson, Homer Nichols, Erma Porter, Oma Pulliam, Claudia Price, Addina Palmore, Patrick Powers, Richeard Parker, Lillie Mae Rogers, Lillie Smith, Ruth Stephens, Pearl Strader, Edgar L. Thompson, Blanche Thatcher, Nell Wortham, Estella Woosley, C. W. Wright, W. C. Wilson, Nellie Wand, Frank Teuton, Edith Morris.

JULY 1912 CLASS.

E. B. Baker, W. A. Simmons, J. C. Dycus, James Randolph, H. H. Johnston, Hontas Dunn, Esther Wood, Adeline Daly, Louise Courtney, Ann Wheeler, Edna Caldwell, Letitia Hocker, Mrs. Ella Gregory, Nell Peterson, Ivy Bradsher Helen Gray, Myrtle Rummage, Mary Edmunds, Viretta Peterson, Nancy Green, Beulah Lovelady, Mrs. Augusta Morris, Annie Potter, Mary Green, Hattie Cox, Ethel Squire, Josephine Hoffman, Ellie Miller, Ruth Skaggs, S. C. Brown, Leslie Brown Byron Lee, B. C. Orange, Mrs. Roy B. Tuck, Etta Potter, Clara May Daugherty.



I trust you will authorize the issuing of these certificates.

INTERMEDIATE CERTIFICATE--The following persons have completed the Intermediate Certificate Course of Study and are entitled to a certificate which permits them to teach anywhere in the State of Kentucky for a period of four years without further examination. These certificates are issued by the authority of the Board of Regents on the recommendation of the faculty of the institution:

Genie Armstrong, Mrs. Wm. Everett Bihanon, Carrie C. Cotner, Nona Carson, Marie Crowe, Josephine Drake, Emma Downey, Eula H. Denton, John Evans, Heady Dunagan, Lizzie Glenn, Jennie Lind Hodges, Nilla Mae Hancock, Daisy Horne, Mary Henon, Avis Hines, Jewell Hawkins, Stella Laswell, Bertie Layman, Bessie Moore, Bessie Myers, Catheryne G. Milner, D. P. Morris, Homer Nichols, Mayme G. Paris, Louise D. Riley, Eva Rhodus, Ellen Rutter, Zoma Lee Searce, Anna D. Shanahan, Mary E. Seargent, B. F. Stilwell, Add Tartar, Mary Lee Taylor, Beverly Vincent, John Wade, Mary Miller.

I trust you will authorize the issuing of these certificates.

ADVANCED OR LIFE CERTIFICATE--The following persons have completed the Advanced or Life Certificate Course of Study and are entitled to a Life Certificate. This certificate is issued for three years, and if the holder succeeds as a teacher during this period, he will, under the law, be entitled at the expiration of three years to a certificate which will permit him to teach anywhere in Kentucky for life without further examination:

E. E. Bratcher, Mary Browning, Dealla Combest, Lena Logan, Dulaney, Rosa Lou Ditto, B. C. Gibson, Gertrude Grimsley, Arleen Mannix, B. H. Mitchell, Mary McDaniel, Lottie Lucile Payne, Susianna Pickering, George Henry Wells, Lola Rigsby, Gabie Robertson, Verna Robertson, S. C. Ray, Mable Squire, Oscar Shemwell, Annie Pearl Turner, Opal Taylor, Hollie Emelyne Finn, John D. Wortham, Willie Maude Meguiar, Harvey W. L6y, E. E. Gardner, Mary Crutcher.

I trust you will authorize the issuing of these certificates.

FORMER GRADUATES OF THE ADVANCED OR LIFE CERTIFICATE COURSE--The law requires the individual who is an applicant for a Life Certificate to do three years of successful teaching following graduation from the Life Certificate Course, before the certificate is made a Life Certificate by the signature of the State Superintendent of Public Instruction.

The following persons graduated in this course of study during the summer of 1909, and we recommend that their certificates be made permanent certificates:

Mary Lee Atkins, E. Nora Bridwell, Mayy Atwood Hobson, Fannie Hutcheson, M. H. Judd, Mary Jarboe, Bessie Fogle Judd, R. H. Marshall, T. H. Napier, C. M. Payne, Sue Proctor, Virginia Redman, Cora Stroud, C. M. Sammons, Genevra Sanders, M. C. Wallis, Coral Whittinghill, J. F. Wethington.

SPECIAL MENTION-- Miss Annie West married shortly after leaving school and has not taught three years, the time required of persons who receive this certificate.

We make this recommendation after having thoroughly investigated the services they have rendered, and we believe the State would be thoroughly justified in extending this privilege to them.

THE FACULTY--There is a growing feeling throughout the South that the Western Normal has one of the strongest faculties to be found in any institution in this country. We have been peculiarly fortunate in getting men of high ideals, rich scholarship, teaching ability, and with the power of leadership. Each year, however, makes it more difficult for us to hold these men and women. not because they are seeking other positions but because other positions are seeking them. I have personal knowledge of attempts on the part of leading institutions of this country to secure four of the strongest members of our faculty. They have invariably offered them more money and greater inducements. However, the members of our faculty like the spirit of the institution; they believe in its future and are happy in their work; they are willing to make a material sacrifice in order to be a part of the life and the work of the institution.

I have nominated below each member of the faculty for next year and have indicated the salary to be paid. I trust each member will be considered separately. It will take but a few moments to do this. The salaries of a few of the teachers and clerks have been raised, but I feel that we are not even doing as much as we should in making this increase in salaries:

Dean A. J. Kinnaman, for 46 weeks' work.....	\$
Dr. Kinnaman is now receiving	\$2600.
Dr. Fred Mutchler .....	
I have embodied in this report a statement of Dr. Mutchler's which will have a bearing upon his salary.	
Fr. J. Strahm, Dean School of Music, for 46 weeks' work.....	2400.00
Prof. Strahm is now receiving	\$2200
A. M. Stickle, for 46 weeks' work.....	1900.00
Prof. Stickle is now receiving	\$1800
W. J. Craig, for 46 weeks' work.....	1800.00
Prof. Craig is now receiving	\$1700
J. R. Alexander, for 46 weeks's work.....	1800.00
Prof. Alexander is now receiving	\$1700
M. A. Leiper, for 46 weeks'swork.....	1800.00
Prof. Leiper is now receiving	\$1700
R. P. Green, for 46 weeks' work.....	1800.00
Prof. Green is now receiving	\$1700
Laura Frazee, for 46 weeks' work.....	1800.00
Miss Frazee is now receiving	\$1700
J. H. Claggett, for 46 weeks's work.....	1600.00
Prof. Claggett is now receiving	\$1600

Mattye Reid, for 46 weeks' work.....1380.00  
 Miss Reid is now receiving \$1150

Mattie McLean, for each scholastic month..... 100.00  
 Miss McLean is now receiving \$100

O. G. Byrn, registrar for each scholastic month..... 120.00  
 Mr. Byrn is now receiving \$100.

Florence Ragland, Librarian, for 46 weeks' work..... 1150.00  
 Miss Ragland is now receiving \$1035.

Florence Schneiter, stenographer and bookkeeper, for  
 each scholastic month..... 55.00  
 Miss Schneiter is now receiving \$40

Eva Cross, co-operative stenographer State Normal  
 School and the United States Government, for each  
 scholastic month..... 75.00  
 Miss Cross is now receiving \$60

Lou Adams, stenographer Dean's office, for each  
 scholastic month..... 55.00  
 Miss Adams is now receiving \$50

Mrs. R. P. Green, Matron Frisbie Hall for 46  
 weeks' work.....600.00  
 Mrs. Green is now receiving \$600

Iva Scott, Director School Domestic Science and  
 Arts, for 46 weeks' work..... 1437.50  
 Miss Scott is now receiving \$1200

Belle Caffee, for each scholastic month..... 67.50  
 Miss Caffee is now receiving this amount, plus  
 \$50 which is paid by the city of Bowling Green  
 (now receiving this amount.)

Nellie Birdsong, for each scholastic month.....52.00  
 Plus \$50 which she is receiving from the city of  
 Bowling Green (Now receiving this amount.)

Lucile Holeman, for each scholastic month .....20.00  
 Plus \$50 which is paid by the city of Bowling  
 Green. Miss Holeman is now receiving \$15 per  
 month from the Normal School.

Alice E. VanHouten, for each scholastic month.....80.00

Sue Proctor, for each scholastic month..... 35.00  
 Plus \$50 which she is receiving from the city of  
 Bowling Green. Miss Proctor is now receiving \$30  
 per month from the Western Normal.

Flora Stallard, for each scholastic month.....45.00  
 Plus \$50 which she is receiving from the city of  
 Bowling Green. Miss Stallard is now receiving \$40  
 per month from the Western Normal

Sarah E. Todd, for each scholastic month..... 62.00  
 Plus \$50 which she is receiving from the city of  
 Bowling Green. Miss Todd is now receiving this amount  
 from the Normal. The raise in her salary is due to the  
 fact she acts as Principal of the Training School.

Elizabeth Woods, for each scholastic month.....70.00  
 Miss Woods is now receiving \$65

Mary Stallard, for each scholastic month, ~~sten~~..... 50.00  
 Miss Stallard is now receiving this amount.

A. C. Burton, for each scholastic month, for 26 weeks'  
 work, beginning with the MidWinter Term, Jan. 1913  
 \$156.52.....1017.38  
 Mr. Burton has been with us since last January, and is one  
 of our best men. He will be in Columbia University this  
 summer and approaching fall. He will repeat, but will  
 return at the time named above.

Margaret Acker, for 11-1/2 months work.....862.50  
 Miss Acker is now receiving \$862.50

Sallie Rodes, for 11-1/2 months' work.....747.50  
 Miss Rodes is now receiving this amount.

Lena Dulaney, Assistant Librarian, for each scholastic mon.....50.00  
 Miss Dulaney takes the position made vacant by the resig-  
 nation of Miss Mary Jarboe.

J. F. Wethington, for 46 weeks' work.....1300.00  
 Mr. Wethington has been away from us for quite awhile.  
 He has been in attendance at the University of Chicago  
 and will receive his degree in a few weeks. He is a  
 strong man.

Gordon Wilson, for 26 weeks' work, beginning with the  
 Mid-Winter Term 1912..... 487.50  
 (\$75 per scholastic month)

You will notice that Prof. A. C. Webb, the teacher of  
 Free-hand Drawing, has resigned and his place will be  
 filled by Miss Alice E. VanHouten.

Miss Mary Jarboe, Assistant Librarian, will be married  
 late in August and her position will be filled by Miss  
 Dulaney.

Mrs. B. M. Settle, teacher of Voice, has resigned. Her  
 successor has not yet been selected.

R. H. Marshall, assistant teacher of Mathematics, desires  
 to be in school for two years. He will enter the Chicago  
 University within a few weeks. We have not selected a  
 teacher for the position made vacant by his resignation

W. S. Taylor, assistant teacher of Agriculture, will be in the University of Wisconsin all next year. We have not selected an instructor to do his work, and think it best to make only temporary arrangements, as we expect to have Mr. Taylor with us again after he has spent another year in the University of Wisconsin.

V. O. Gilbert has resigned to accept the position as Assistant State Superintendent of Public Instruction. The position made vacant by his resignation has not been filled.

These positions have not been filled on account of not knowing what would be the result of the proposed loan. It will be necessary to employ a number of additional teachers, but it is our purpose to have those named above do most of the work until January 1913.

It would be hard for one who is not directly connected with the work of the institution to have any conception of the vast amount of work that is being done by the faculty of the Western Normal. Their labors have been too heavy, but they have done their work cheerfully and in a way to merit the esteem of the public. I trust the Board will authorize me to fill such vacancies and employ such teachers as are needed. I, also, desire that the Board ratify the employment of a few assistants during the past spring. It was necessary to use a number of our advanced students in order to meet the daily demands of the institution. It was also necessary to employ Prof. Reams, Prof. Wilson, and others, to assist us for a term of five months. This has not become a matter of record, and I trust the Board, will, by resolution or otherwise, ratify this action and, at the same time, authorize the employment of Janitor service and other needed assistants.

VIOLIN TEACHER-- Quite a number of the citizens of Bowling Green have recently spoken to me concerning the employment of a Violin teacher for our School of Music. After looking into the proposition, I am convinced that there is sufficient demand for such a teacher to justify this action. I feel reasonably certain that we will be able to collect enough money by way of private tuition to pay the salary of this teacher. A strong teacher of Violin would add much to the School of Music, as well as to the institution itself. If you think it advisable, we would like to secure a skilled teacher of this instrument. I am sure we will run no risk in doing this.

IMPROVEMENTS--We give below a brief statement of improvements that should be made. Some of the items are suggestive rather than recommendations:

THE RECITATION HALL OR POTTER COLLEGE BUILDING--The Board is already acquainted with the condition of the rooms and halls in Potter College Building which have not been remodelled. The condition of these rooms and halls has a bad moral effect upon the life of the student. It has occurred to me that one of the most vital needs of the institution is the completion of the work in this building, which was begun more than a year ago, but abandoned on account of the finances of the institution.

THE SANITARY AND TOILET ARRANGEMENT FOR THE TRAINING SCHOOL--A serious condition exists in the Training School on account of the sanitary condition. I feel that it will be necessary to make a personal inspection of this item and study it before making a recommendation. I shall tell you personally of the investigation made by the faculty, and of the recommendation of the Supervisor of the Training School.

FRISBIE HALL--Frisbie Hall, or the Girls' Rooming Department, which is located on the old plant of the Normal, is almost in as bad condition as it could be; in fact, it is not usable in its present condition. It will be necessary to paint or paper the walls and the rooms of the building. This building will be needed many years, and I believe that it should be put in better condition; however, I would recommend as small an expenditure as possible, as it is evident to all of us who are connected with the daily work of the institution that there is a growing desire on the part of the students to leave the old plant and secure rooms near the new site. No one who is in touch with the daily work of the institution can doubt for a minute that it will be to the interest of the institution for the boarding and all other interests to be centralized on the new site at the earliest possible date, and we believe that every available dollar should be used on the new site as far as possible.

THE RURAL TRAINING SCHOOL--At many of our meetings, we have discussed the proposed Rural Training School. When we approach this proposition, we find it to be a very difficult one, although a vital one. It will be necessary for us to take eight or ten months to develop the Rural School. We desire to visit and study two or three schools of this nature before making final recommendations. One of the difficult questions connected with this proposition is the growing demands of the Rural School. The growing interest in consolidation should have bearing upon our action in the establishment of the Rural School. Many other things that are now being discussed would make the Training School of today inadequate tomorrow. It is the unanimous opinion of the faculty, however, that there is no one demand so imperative as the establishment of this Rural Training School.

IMPROVEMENT OF GROUNDS, DRIVES, WALKS, ETC.-- I believe that no one thing will have greater moral effect upon the life of the school and the State than a liberal appropriation for the improvement of the grounds. A large number of leading citizens of this and other states have visited the institution during the present year, and all have deplored the condition of the grounds in front of the new building. The same thing exists in the student mind. In addition to the above, the larger part of our students have rooms on and in the community of Center Street, and their natural approach to the college is the front of the new building. I trust that we shall be able to give this item liberal treatment.

THE CULINARY DEPARTMENT--It is utterly impossible at this time to establish our permanent Culinary Department. I have an idea that it will take something like \$20,000 or \$25,000 to accomplish our ideal along this line. At best it will be several years before this Department can be accomplished. We are thoroughly convinced that some temporary arrangement should be made so that the students can get their meals on Normal Heights, or near there, at nominal rates. At this time, we are charging \$1.75 per week at the Hall for table board. When arrangements are made near the institution, I feel sure that we will be able to charge as much as \$2.25 per week for table board, and this can be done without friction. It is likely that some private individual could be induced to provide for this temporary arrangement and, at the same time, such an agreement made as would enable the school to regulate the prices and the policy upon which the Boarding Department could be conducted. If you are interested along this line, or if you think it at all wise, it might be well for us to investigate and see if something can be done.

THE ACOUSTIC PROPERTIES OF VANMETER HALL-- I have concealed my opinion of the acoustic properties of VanMeter Hall, hoping that after a reasonable time we might have cause to change our conclusions; in fact, I have uniformly insisted that the Hall is all right, but it would be silly to continue this policy. There is growing up all over the community, and it is practically universal, a feeling that the acoustic properties of the Hall are just as bad as they could be; in fact, it is becoming very difficult to get an audience on account of the people not being able to hear when they come. A number of noted speakers from a distance have said to me that it would be necessary to something. It will be almost impossible to sell season tickets for our Lecture Course on account of this condition. We are now left without any choice, as there has grown up a feeling that the acoustic properties are bad and we will not be able to defend our position in holding that it is all right. It seems to me that we are left without a choice and that it will be necessary for us to do something, if there is anything that can be done to improve this condition. I think it is wise to face the fact and remedy the wrong.

HEATING ARRANGEMENT--The heating arrangement of the Recitation Hall is not satisfactory. Something should be done to correct the condition at this place. The pipe leading from new VanMeter Hall to the heating plant is not as large as the specification calls for.

The LIBRARY--The Library is greatly in need of books. Hundreds of calls are made daily by earnest students for books that are not in the Library. A vast amount of research work is being done. In addition to the above, it is necessary to get additional physical equipment for the Library. We regard this item as one of the most imperative needs of the institution.

THE LABORATORIES--At least \$2500 should be set aside for the purchase of school equipment, including equipment for the Library, the School of Domestic Science and Arts, and other departments. It has been quite discouraging to many of our teachers to attempt to do a live and progressive work without modern equipment.

THE WATER PROBLEM--The water problem on the hill is very unsatisfactory. I will not discuss the question in this connection, but enter the item in order that it may be called up for discussion.

HEATING PLANT CABELL HALL-- If the heating plant that warms the new building could be connected with Cabell Hall it would save expense in the way of fuel and offer a much more comfortable arrangement. I do not know whether it would be advisable to attempt to put in this heating during the present year, but I suggest this item for discussion.

THE SEVENTH GRADE TRAINING SCHOOL--It is highly essential to add the Seventh Grade to the Training School. With this in mind, we recommend the employment of Ella Jeffries, a strong Kentucky woman who has given fifteen or more years of active service to teaching in Kentucky, for the position as Critic teacher in

the Seventh Grade. She has been in Chicago University for the last eighteen months specializing along the lines of her chosen work. The Public School System has not agreed to pay for this Grade. My brother, T. C. Cherry, who is the City Superintendent, however, believes that the Board will do whatever is right when the matter is properly brought before them. I suggest that it is highly important, while you are in session, to ask the City Board of Education to meet with you in a joint session and talk over all the educational problems that must be of common interest. I think it is necessary that the new members of the City Board who are not parties to the original agreement be brought closer to our own problems. It will have a fine moral effect.

ADDITIONAL INFORMATION ATTACHED--I attach herewith a letter from Prof. R. P. Green which explains itself; also the annual balance-sheet prepared by the registrar, and a statement showing the amount of money we will have left after the bonded indebtedness is floated and all of the debts paid.