

Montevallo, Alabama,

October 26, 1922.

To His Excellency,

Thomas E. Kilby, Governor,

and the Honorable Board of Trustees:

Sirs:

The four year college course of study, as authorized by the board of trustees, was published in the last catalog; however, only in the home economics course is the full degree work being offered this session. Three year courses are being given in all other subjects, with the understanding that the fourth year will be presented in 1923-24.

This near approach to the completion of standard college work has had a stimulating effect upon the admission of college students and a corresponding decrease in high school applicants.

For the present session there are enrolled - high school students 72, college students 325. Of these, 184 are freshmen, 86 sophomores, 45 juniors, 3 seniors, 7 specials. A large number graduated last year with a two year college course, which explains the small number of juniors. The three seniors were graduated last year with the three year college course, but returned this year for the fourth year in home economics. There will be no three year graduates in that course this year, and the fourth year will be larger next session.

It may be interesting to note in the following table the comparative enrollment of high school and college students since 1910:

1910-11		1917-18	
College	3	College	239
High School	491	High School	252
1911-12	7	1918-19	
College	7	College	242
High School	498	High School	231
1912-13		1919-20	
College	13	College	256
High School	512	High School	269
1913-14		1920-21	
College	35	College	300
High School	461	High School	185
1914-15		1921-22	
College	52	College	287
High School	447	High School	132
1915-16		1922-23	
College	152	College	325
High School	349	High School	72
1916-17			
College	209		
High School	357		

From 191- to 1913 no regular college work was offered. A few students returned for some advanced courses in certain departments. In 1914 a regular one year college course was announced. In 1916 a two year college course was presented. Note the gradual increase in college students until 1921 when a three year course was required, and there was a falling off in college students, because a three year course was a misfit. Students could not, as a rule, go to other colleges for graduation in one year. In 1922 the four year course was published. A larger number of college students enrolled than in any previous year, although it was not generally known that a degree course would be offered.

As the income of the institution must be increased before a full college curriculum can be maintained, we could not say positively that it would be. The result was that some

who had applied withdrew their applications before the opening of the session. Strong appeals from friends of other institutions were made to our students to go elsewhere because our rating had not been definitely settled. This had its effect, and caused a great loss to us.

This matter of making Montevallo a full college was brought to the attention of the State Council of Education at its first meeting last spring. A committee was appointed to study the question more fully and report to the council. This committee was composed of the State Superintendent of Education, the vice-chairman of the council, Mr. A. H. Carmichael, and the presidents of the three state colleges. This committee met at the call of the superintendent of education, and, after a lengthy discussion, the superintendent of education and the president of this college were requested to arrange for a joint meeting of the Council of Education and the Board of Trustees of the Alabama Technical Institute and College for Women. It was agreed that the superintendent would arrange for one or more dates agreeable to the council, and an invitation would then be extended to the members of this board. I promptly wrote to the members of this board that such a meeting was being considered, and asked each to try to arrange to go when the time was announced. After a long delay, the superintendent reported that he found it impossible to arrange a date that would suit the council. Hence, the joint meeting was never called.

About two weeks ago, Superintendent Abercrombie kindly called my attention to an act that was passed by the last legislature, requiring all state institutions to submit their budgets for the next quadrennium to the State Budget Commission by October 15. I did not know that such an act had been passed. It was impossible then to confer with every member of the board.

A budget has been prepared to be submitted to the board at this meeting. It was at once presented to the executive committee and approved by them. This budget, with a brief explanatory statement, was submitted to the budget commission on the date required by law. It is now placed before the full board for further consideration.

The high school feature is playing out,, and should be discontinued - the third year high school in 1923 and the fourth year high school in 1924. There is no need of a state high school. The question of college rank should be definitely settled during the next session of the legislature.

TRAINING SCHOOL.

As teacher training has become a very important feature of the work of the college, it was necessary to develop an approved training school under the close supervision of the college. The high school is taught in the lower floor of the chapel building, and the grammar school in the town high school building. The high school is now a standard high school, and its graduates can be admitted to any college in Alabama, and to many in other states. The grammar school is well managed, and, with the high school, furnishes an excellent training school for our pupils in education.

For the support of the training school, the college pays \$8,080.00 , and the state, county, town, and district paid last year \$9,681.45. They will pay as much or more this year. The amount that the college now pays to the support of the training school is about what we have paid during the last two years for high school instruction.

All of our enrolled high school students are taught in the training school, and all of our education students are doing supervised practice teaching.

LIBRARY.

The new library building is now nearly finished, and it is hoped that it will be ready for use by December 1. The contract called for the completion of the work by August 9. The delays seem to have been unavoidable.

EXTENSION WORK.

At the Shelby County Institute, held at Columbiana on October 6 and 7, there was a great demand for extension work among the teachers of the county. The college proposed to offer courses to the county teachers wherever as many as twenty applied for it. The result was that five groups have applied for the work with a total enrollment of about one hundred and twenty-five teachers. For this work, teachers will be given high school and college credit, which will, no doubt, encourage them to go on to college.

There is great enthusiasm on the part of the teachers for this work, and we felt that we could not afford to miss the opportunity to serve in this large way. This work should be extended to other counties another year.

MONTEVALLO NEWS LETTER.

The college has just begun a publication in the form of a folding post card, entitled MONTEVALLO NEWS LETTER.

The first issue will appear November 1, and the letter will be published twice a month thereafter until May. From May to October, it will appear only once a month. The purpose of the letter is to acquaint people of the state with the work of Montevallo in all its phases, to the end that the college may be of greater service to the state.

The subject of the first six letters will be as follows:

1. WHY A FOUR YEAR COLLEGE FOR WOMEN.
2. HOME ECONOMICS - ITS SCOPE AND VALUE IN THE EDUCATION OF YOUNG WOMEN.
3. THE MUSIC DEPARTMENT - ITS VALUE IN THE TRAINING OF YOUNG WOMEN.
4. TEACHER TRAINING DEPARTMENT.
5. SOCIAL AND RELIGIOUS LIFE.
6. STUDENT GOVERNMENT.

DAIRY.

The monthly reports of the dairy continue to be satisfactory. The dining room is now receiving about seventy gallons of milk per day. This amount will probably be increased during the month of November to ninety gallons. A daily report for the past week is attached.

The necessity for a dairy room for the care of milk was so urgent that such room 30 x 31 was built during the summer at a cost of \$1,250.00. This room is well adapted for class use, and a course of study in dairying is now being offered.

A large shed for storing hay and for better protection of cattle was also built at a cost of \$250.00 - total improvements \$1,500.00, which was charged to dairy account. Nearly all of this was paid before the close of the fiscal year 1921-22. The profits from the dairy for 1921-22 were \$460.68, which is more than the balance necessary to complete the work. It will be recalled that during that year \$1,400.00 were expended in the purchase of registered cattle, making a total investment of \$2,900.00 in one year from the dairy account. Repairs and extensions this year will not be very large. The dairy charged forty cents per gallon for milk last year and is charging thirty-six cents this year, notwithstanding the advance in the price of feed.

RECOMMENDATIONS.

1. That the executive committee be requested to buildias early as practicable, with the \$9,000.00 insurance collected on the president's home, a residence to be occupied by the president and his family.

2. That the budget submitted by the executive committee be endorsed or amended as the board may decide.

3. That the board recommend to the legislature to change the name of the college from the Alabama Technical Institute and College for Women to "ALABAMA COLLEGE FOR WOMEN".

4. That the board again express its wishes concerning a stand college course. This has been done two or three times, but it is well to do so again, as the legislature will convene before another meeting of the board.

The following statements are attached and made a part of this report:

1. Budget submitted by the executive committee.
2. Budget for 1922-23 and brief statement of condition of general fund August 31, 1922.
3. Brief statement of condition of student fund August 31, 1922.
4. One weekly dairy report.
5. Brief statistical report of the library for summer school and September 2, 1922.

Respectfully submitted,

T. W. Palmer,

President.

TWP:B

Montevallo, Alabama,

October 16, 1922.

To His Excellency, the Governor, the Attorney General, and the Auditor -- the Budget Commission for the State of Alabama,

Montgomery, Alabama.

Sirs:

In accordance with Section 2, Act 31, General Acts Alabama, 1919, the Trustees of the Alabama Technical Institute and College for Women submit the following itemized budget for the said Alabama Technical Institute and College for Women for the quadrennium 1923-24:

1. \$20,000.00 to pay accrued indebtedness incurred in completing Music Building;

2. \$925,000.00 for Buildings and Equipment as follows, to be paid in sixteen quarterly installments, beginning October 1, 1923:

(1) Auditorium and Equipment	\$200,000.00
(2) Classroom Building and Equipment	150,000.00
(3) Further Equipment for Laboratories	60,000.00
(4) Residences for President and Professors	50,000.00
(5) Practice Home and Furnishings	20,000.00
(6) Training School Building and Equipment	100,000.00
(7) Dormitories and Furnishings	250,000.00
(8) Gymnasium and Equipment	80,000.00
(9) Propagating House for Teaching Plant Culture	15,000.00

\$925,000.00

3. \$590,000.00 - Appropriation for Maintenance for the quadrennium, payable as follows:

1923-24	\$130,000.00
1924-25	140,000.00
1925-26	155,000.00
1926-27	165,000.00

Respectfully submitted by

M. V. Joseph,
Mrs. Edgar L. Clarkson
L. Sevier,

Executive Committee of the Trustees
by

T. W. Palmer,
Secretary of the Committee.

To the Budget Commission,

Montgomery, Alabama.

Dear Sirs:

In explanation of the budget submitted by the board of trustees, I make the following statement:

1. The \$20,000.00 is to cover an indebtedness incurred in completing a building erected during the war. The many vexatious delays greatly increased the cost, and we were forced to draw upon the maintenance fund to complete the work. As this fund was already too small for general operating expenses, the debt has not been paid. This matter was fully explained at a meeting of the trustees over which Governor Kilby presided.

2. The buildings named are essential for effective work. The present auditorium is totally inadequate and is in such a state of repair as to be an actual menace. It was erected in 1852 for general use in a private school, and has never been suitable for its present use.

There is no academic building. The classes are scattered over the entire campus wherever a vacant room can be found.

The president has no residence. He and family are at present domiciled in the infirmary.

In another year there will not be room in the dormitory for the teachers, yet there is no place to take care of them in town.

3. To bring the institution to a standard college basis, larger salaries must be paid than we have been paying. The salaries now paid are lower than those of any other college in Alabama, and lower than those of many of the high schools. In order to command the services of the best talent, higher compensation must be given.

The question might be asked, why make it a college. There is no need of maintaining a state high school. There is a demand on the part of the people for a woman's college. This demand is not peculiar to Alabama. Virginia, North Carolina, South Carolina, Georgia, Florida, Mississippi, Texas, and Oklahoma are maintaining standard colleges for women.

The amount for general maintenance is estimated at \$172,000.00 per annum. For the next quadrennium, the trustees request a smaller amount as indicated in the budget submitted. The distribution of the \$172,000.00 is as follows:

Salaries for

(1) Department of Education (Including Psychology and Sociology)	\$ 8,000.00
(2) Department of English (Including Expression)	9,000.00
(3) Department of History	7,000.00
(4) Department of Mathematics	5,000.00
(5) Department of Latin	3,000.00
(6) Department of Modern Languages	5,000.00
(7) Department of Chemistry	5,000.00
(8) Department of Biology, Bacteriology, Agriculture	7,000.00
(9) Department of Home Economics: (Including Foods, Clothing, Domestic Chemistry, Dietetics)	12,500.00
(10) Department of Art	4,500.00
(11) Department of Physical Education	5,000.00
(12) Department of Commerce	5,000.00
(13) Department of Music	5,000.00
(14) Practice School Faculty	19,000.00
(15) Officers (including administration - President, Dean, Registrar, Purchasing Agent, Stenographers, Bookkeeper, Engineer and Electrician)	18,000.00
Insurance	8,000.00
Office Supplies, etc.,	16,000.00
Miscellaneous Maintenance	<u>30,000.00</u>
	\$172,000.00

Budget for session 1922-1923 - September 1, 1922, to August 31, 1923.

Receipts:

Appropriation	\$59,583.34	
Interest on land fund	<u>21,306.96</u>	\$80,890.30

Disbursements:

Insurance	5,374.10	
Miscellaneous Maintenance	4,000.00	
Pay University of Alabama	2,280.00	
Land Account	1,300.00	
Care of Grounds	2,000.00	
Office Supplies	1,250.00	
Bulletins and Advertising	1,200.00	
President's Traveling expenses	500.00	
Salaries	56,870.00	
Summer School	3,000.00	
Improvements and Repairs	2,000.00	
President's Emergency Fund	<u>1,116.20</u>	\$80,890.30

Present condition of the General Fund: (Sept. 1, 1922)

Appropriation for Sept.	6,358.91	
Cash in Bank Sept. 1	<u>2,756.61</u>	difference 3,602.30
Owe to Building Fund (Ins. on Pres. Residence)		9,000.00
Owe University of Alabama		4,280.00
Bills payable		<u>501.00</u> \$17,383.30

In explanation of the deficit shown above the following figures are given:

Amount borrowed from University of Alabama to complete Music Building	\$12,000.00
Interest on above to date	2,520.00
Spent on Music Building 1917-18 in addition to above	1,118.24
Spent on Music Building 1918-19 in addition to above	2,731.22
Deficit Student Fund 1919-20 paid by General Fund	<u>5,436.83</u>
	<u>\$23,805.29</u>

It will be seen that the deficit is \$6,421.99 less than what has been expended on buildings and extraordinary expenditures for student fund in 1919-20, showing that the institution has lived within its income during the past two years.

General Summary Student Fund Session 1921-22

Art	Collection	\$454.00		
	Expended	<u>333.59</u>	\$130.41	
Dairy & Farm	Collection	\$13004.16		
	Expended	<u>12543.48</u>	\$460.48	
Dormitory	Collection	\$85412.07		
	Expended	<u>61383.61</u>	\$24028.46	
Expression	Collection	\$1156.67		
	Expended	<u>997.34</u>	\$159.33	
Biology	Collection	\$528.00		
	Expended	<u>200.07</u>	\$327.93	
Lecture	Collection	\$3010.60		
	Expended	<u>2634.13</u>	\$376.47	
Library	Collection	\$2158.32		
	Expended	<u>1823.74</u>	\$334.58	
Medical	Collection	\$4357.89		
	Expended	<u>3119.43</u>	\$1238.46	
Supply Dep't.	Collection	\$8857.19		
	Expended	<u>8799.64</u>	\$57.55	
Chemistry & Physics	Collection	\$654.00		
	Expended	<u>399.85</u>	\$254.15	
Home Economics	Collection	\$1497.00		
	Expended	<u>1454.31</u>	\$42.69	
Student Activities	Collection	\$2730.50		
	Expended	<u>2538.00</u>	<u>\$192.50</u>	\$27,593.21
Coal	Expended	\$13648.84		
	Collection	<u>512.29</u>	\$13136.55	
Con. Expense	Expended	\$42957.76		
	Collection	<u>41489.64</u>	\$1468.12	
Laundry	Expended		\$10757.16	
Music	Expended	\$12136.43		
	Collection	<u>10092.16</u>	<u>\$2044.27</u>	<u>\$27,406.10</u>

\$187.11 ✓

The coal and laundry account should be deducted from dormitory which would leave a balance of \$134.75.

October 19, 1922.

President T. W. Palmer,
Alabama Technical Institute and College for Women,
Montevallo, Alabama.

Dear Sir:

As per your request, I am submitting below a seven day milk report of dairy herd, beginning October 12 and ending October 18, 1922.

G. G. Sharp,
Professor of Agriculture.

Holstein Cows:

Names	Pounds milk seven days	Pounds milk daily average	Gallons milk per day
Dixie	266.5	38.07	4.43
Abbott	281.5	40.21	4.68
White Face	310.5	44.36	5.16
Spot	291.0	41.55	4.83
Julia	279.0	39.85	4.63 ✓
Mary	245.5	36.50	4.24
Annie	220.0	31.43	3.65
Bessie	234.0	33.43	3.89
Kate	305.5	43.64	5.07
Black Bess	154.5	22.07	2.56
Johanna	140.0	20.00	2.32
Pontiac	194.0	27.71	3.22
Lillie	215.0	30.71	3.57
Total	3128.0		
Average per cow per day	312.8	34.37	4.0-

Jersey Cows:

Della	142.0	20.3	2.36
Brown Bess	207.0	29.57	3.44
Blackie	267.0	38.14	4.43
Yellow	216.0	30.85	3.59
Lula	204.0	29.14	3.39
Alice	162.0	23.14	2.69
Total 7 da.	1198.0	28.51	2.31
Average per cow per day		28.51	2.31
Average per day for herd		32.6	3.8-

Library Statistics

Books Borrowed from Library

	May, June, July	September, 1922.
General Works	1	-
Philosophy	28	21
Religion	50	14
Sociology	398	121
Philology	19	18
Natural Science	110	29
Useful Arts	169	83
Fine Arts	197	20
Literature	782	217
Travel	43	21
Biography	114	21
History	89	63
Fiction	<u>1296</u>	<u>892</u>
Total	3206	1575
Periodicals	256	49
Pamphlets	45	6

8298 Total number of books in library May 1, 1922

168 Books added since May 1, 1922

2123 Total pamphlets in Library May 1, 1922

431 Pamphlets added since May 1, 1922.

79 Periodicals subscribed for

20 " as gifts

99 " received.

Newspapers

6 Dailies subscribed for

2 Gifts

3 Weekly subscribed for

11 Newspapers received.