

This form of report
would be good for sending
out to citizens of Mon-
treal, as I suspect
Harvard does. Just tells them
what the urgent needs for money are.

HARVARD.

A model for a brief, narrative
form of report.

The President reviews in an informal narrative what has
happened during the year, referring to ,

1. New Buildings
2. Changes in Educational Methods and system - examinations
and tutors
3. ~~Examining~~ Appointment of 2 new officers,
 1. A religious advisor
 2. A consultant on careers.
4. Finding positions for graduates - new appointments
5. Question of salaries of professors
Full professors \$7000 to \$9000 normally and an
increase is proposed.
6. Details of graduate school
7. Changes in staff
8. Mention of particular parts of university that are
in need of funds
9. Promotions and retirements
10. Report on professors sent other colleges as exchange prof.
11. List of visiting lecturers.
12. Gifts to the university, listed in great detail.

THIS CONTAINS pp.10-11 a dissertation on question of salaries.

NEW YORK UNIVERSITY

Not a large report. Consists of the President's
dissertation on all sorts of abstruse subjects, such as "imagination",
etc., etc. More like an essay than a report.

Then narrates the large gift of \$1,000,000 and other
large gifts.

The Libraries,

Makes a brief summary of the "meat" in each Dean's
Report to the President, but does not print these in full, thus cutting
down the printing to the essential things.

Gives registration by faculties.

Lists gifts and bequests.