

December third,  
1930.

Dear Bovey,

I think we shall not bother printing the Annual Report. The material, of course, is available for our big report to come later next year.

The final arrangements regarding the administration of the University are somewhat as follows:

Each dean, each head of a school or of a department, will run their own show. If liason with another department is necessary, that liason will be conducted by the respective heads of the departments concerned. Any matters that must be referred to the Finance Committee or the Board of Governors or Corporation will be placed before the Secretary of these bodies. As far as the routine of my office is concerned and the discharge of those matters which would constitute the responsibility of a Principal away on a short leave, I trust to Mr. Glassco, Mr. Matthews, Mr. Stanley and yourself. The Chancellor, of course, is always available for consultation.

Ever yours faithfully,

Principal.