

STATE NORMAL SCHOOL FOR WOMEN

--HARRISONBURG--

FOR THE YEARS 1920-1921

FOR OUTLAY

1. Heating and Laundry Plant and Equipment

(1) Building, with stack and coal bins	\$25,000.00	
(2) Railway trestle and track for coal dump	1,500.00	
(3) Steam Boilers and accessories	14,500.00	
(4) Hot-water equipment	2,500.00	
(5) Extension of heating system to buildings	9,500.00	
(6) Remodeling of present radiation	2,000.00	
(7) Laundry machinery and equipment	<u>5,000.00</u>	\$60,000.00

Present heating-plant antiquated and inadequate--7 cast-iron low pressure boilers, 4 of these second-hand when acquired and have been in use from 20 to 25 years, others in use 8 to 10 years--steam supply inadequate for making buildings comfortable, necessitating shutting-off some parts in very cold weather--fan and coil system in one building after 10 years use in such bad condition that walls and furniture being injured by steam leakage that cannot be repaired--"Paul system" originally installed wasteful rather than helpful because of lack of pumps large enough to give vacuum conditions, funds never having been available to perfect the system--additional radiation needed in Science Hall and infirmary, where conditions are not healthful at present--high pressure steam for kitchen and laundry furnished by two temporary boilers, expensive to maintain and not satisfactory in results--hot-water provisions in dormitory buildings, kitchen, laundry, laboratories, and everywhere, inadequate and uncertain as well as expensive--14 separate fires to maintain--labor difficult and costly--buildings not fire-proof--storage for coal exceedingly limited, necessitating piling it outdoors, with rehandling under difficult and wasteful conditions--bins hard to reach, much shoveling necessary--all coal hauled by wagon from railway near grounds--laundry utterly inadequate, machinery small and old, building small frame shack already damage twice by fire and liable to destruction by fire at any time--entire heating and laundry outfit constantly in need of repair--frequent collapse of parts, interfering with the work of the institution, endangering health and safety, and wasteful--complete remodeling and replacement of temporary and wasteful parts the present prime need of this institution, as a measure of economy for present and future.

2. Completion of Service Building

(1) Finishing interior of ground floor and basement	\$3,500.00	
(2) Bakery equipment, oven, machinery, etc.	3,000.00	
(3) Cold-storage chambers and refrigerating machinery	3,000.00	
(4) Kitchen mechanical appliances	<u>1,500.00</u>	\$11,000.00

(\$71,000.00)

This building in process of construction since 1914, funds never sufficient to complete--present unfinished portion not usable--needed for bakery and cold-storage--no regular baking equipment at present, necessitating large purchases from city bakers--no cold storage facilities except small refrigerator in kitchen, necessitating buying in small quantities, sometimes causing spoiling of perishables--kitchen help difficult to secure, mechanical equipment would decrease man labor and be an economy.

3. Completion of Harrison Hall and Connecting Buildings with Covered Way

3,000.00

This building in process of construction since 1914, limited funds each year calling for curtailment--front porch now partly completed--need covered passage-way from dormitories to dining-hall, to academic building, etc. for protection of girls in bad weather--also needed to complete architectural plan for Southside of plant

4. Practise Home for Department of Home Economics

(1) Building	\$7,000.00	
(2) Equipment for same	<u>1,000.00</u>	8,000.00

A practise home is required in the training of teachers in home economics under the Smith-Hughes Vocational Education Law by which this institution profits--now generally recognized as necessary part of the equipment of every institution training in home economics--at present renting house on lot adjoining school (Smythe or Heneberger property)--leased to April 1, 1920 at \$420.00 per annum--rental now paid equals interest at 6% on amount needed to build house on school grounds--present rented house not well-adapted to this use--owner refuses to make any repairs and parts now in dilapidated condition--probability of being unable to renew lease with satisfactory terms after expiration--no other property now available close enough to the school to serve the purpose--our own building would be much more practical for such use and more economical to maintain--practise home at present houses eight students and a teacher, should be somewhat larger.

5. Improvements to Infirmary to Enlarge and Modernize

2,500.00

The original farm residence bought with the property in 1908 has been improved from time totime and used for hospital purposes--additional rooms needed--renovating and remodeling both inside and outside needed--cost small compared to value derived--adequate infirmary provisions indispensable in a girls' school.

(\$84,500.00)

6. Biological and Agricultural Laboratory Equipment 2,000.00

No biological laboratory equipment at present--room, but no laboratory furniture and apparatus--required to greater extent than formerly because of home economics teacher-training under Smith-Hughes Law and recent legislation by General Assembly relative to health instruction

7. Chemical and Physical Laboratory Equipment 1,000.00

Excellent chemical laboratory facilities at present--number of students increasing--additional equipment needed--little provision now for physics, desirable to extend work for household physics in connection with home economics teacher-training

8. Renovation of Maury Science Hall 5,000.00

Defects in heating-system have caused injury to walls, which are in bad condition also due to hard usage thru ten years--metal ceilings and new wall-covering needed --painting and other repairs needed.

9. Development of Two Additional Laboratory Rooms in Maury Science Hall Basement 1,500.00

Basement of this building not intended originally to be used--one end sufficiently out of ground to require comparatively small amount of excavation for development in--to two fair-sized rooms--laundry and textile laboratory facilities needed by home economics department--not as desirable as rooms above ground would be, but needed now, and provision of further academic building space seems in distant future.

10. Improvement of Grounds--Cement Walks, Grading, Lights, Trees and Shrubbery 5,000.00

Grounds capable of being made into a beautiful campus--considerable work done from year to year--more or less patchwork--no specific appropriation, funds thus far used squeezed out of maintenance and other funds--grading needed to protect buildings now in place and provide sites for future structures--grounds rough and unsightly--not suitable for any school campus, especially for girls--board walks in use ten years, wornout and dangerous, expensive to maintain and unsatisfactory at best--system of cement walks started, extension badly needed--small portion of campus lighted, extensions needed for safety--few trees, almost no shade, school in session thruout entire summer making shade very desirable--practically no shrubbery--amount included here modest compared to amount of work needed to make grounds in keeping with plant.

(\$99,000.00)

11. <u>Development of Basement in Spottswood Hall for Repair Shop and Equipping Same</u>	500.00
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<u>Total Amount of 1920-1921 Budget for Outlay</u>	<u>\$99,500.00</u>
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FOR SUPPORT

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| 1. Annuity as at present | \$50,000.00 |
| 2. Increase of \$100 per year to each of nine Critic-Teachers in the Training School | 900.00 |
| 3. One Additional Critic-Teacher in the Training School | 600.00 |

Critic-teachers now receive \$880 for nine months, \$440 of this being paid by the Normal School and the other half by the City--impossible to get and hold properly qualified critic-teachers at this salary--increase to \$1,080 would cost Normal School \$100 for each--one additional teacher needed because of increased number of Normal School students to do practise-teaching in the Training School--being in advanced grade should be paid \$1,200, our part \$600--Training School critical part of Normal School

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| 4. Instructor in rural education and expense account for same | 2,500.00 |
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No instructor in rural education now--need the strongest available--should be employed for 12 months--much visiting of rural schools in this territory--supervision of observation and practise teaching in rural schools by Normal School students--institute work in summer--adequate traveling expenses to be allowed--probably \$2,000 for salary and \$500 for expenses minimum for efficiency

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| 5. Extension work | 1,000.00 |
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To cover cost of follow-up work, community work, and extra-school service--many calls on faculty in schools and communities in this territory--work of graduates and former students should be followed up by visitation and correspondence--little provision for traveling and similar expenses can be made for this purpose from present funds

Total for Support, 1920	<u>\$55,000.00</u>
Total for Support, 1921	<u>55,000.00</u>

<u>Total Amount of 1920-1921 Budget for Support</u>	(\$99,500.00)
	<u>110,000.00</u>
TOTAL FOR OUTLAY AND SUPPORT BUDGET 1920-1921	<u>\$209,500.00</u>

FOR THE YEARS 1922-1923

FOR OUTLAY

1. Dormitory Building and Equipment

(1) Building	\$50,000.00	
(2) Equipment	<u>10,000.00</u>	\$60,000.00

Present dormitory facts:

Rooming in dormitories 3 girls in a room,	132
Rooming in dormitories 2 girls in a room,	102
Rooming outside of dormitories	<u>33</u>
Total to be furnished rooms now	<u>267</u>
Normal capacity of dormitories 2 in room	<u>190</u>
Excess over capacity now, total	<u>77</u>

Excess now in dormitories due to crowding
3 into rooms intended for 2 occupants 44

Of the rooms into which 3 girls are now crowded:

- 7 are 13-14-1/2 ft.- 63 sq. ft. to a girl
 - 16 are 14-1/2x15 ft.- 72 sq. ft. to a girl
 - 21 are 11-1/4x14 ft.- 52 sq. ft. to a girl
- A bed takes up about 18 sq. ft. of floor space, hence "double-deck" beds must be used--sanitary conditions(?)

Cost of rooming accommodations off the campus \$3.00 per 4 weeks per student and unsatisfactory and hard to get

Enrolment limited by dormitory accommodations

2. <u>Additional Laboratory Equipment in Sciences</u>	2,000.00
3. <u>Additional Classroom Furniture</u>	2,000.00
4. <u>Additional Dining-hall and Pantry Equipment</u>	1,000.00

Items 2, 3, and 4 will be necessary if the enrolment is increased by the erection of a new dormitory, which will accommodate at least 100 additional students

5. <u>Swimming-pool and Accessories</u>	3,000.00
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Now recognized as important part of equipment of all boarding-schools--other two new normal schools of Virginia have swimming-pools--when heating equipment is moved to new heating and laundry plant space will be available for this purpose

(\$68,000.00)

6. Additional Gymnasium Lockers

700.00

Present lockers supply needs of about one-half of present students--additional students because of new dormitory will call still more strongly for additional lockers

7. Greenhouse and Equipment

2,000.00

Absolutely no facilities at present for plant growth and care during winter season--needed for instruction work in biology and agriculture, for decorative purposes in dining hall, parlors, and ~~and~~ auditorium--necessary adjunct to improvement of grounds

8. Farm with Dairy Barn and Stock

28,000.00

Farm of from 100 to 150 acres near the school, equipped with barn and dairy herd--milk supply for boarding department most important--safeguards against contamination--cost of milk supply capable of reduction--useful for instruction purposes in agriculture, dairying, etc. in connection with home economics training

9. Improvements to Grounds

5,000.00

Continuation of work as indicated in budget for 1920-1921--amount moderate for bringing near to completion work started in previous biennial period

Total Amount of 1922-1923 Budget for Outlay

\$103,700.00

FOR SUPPORT

1. Annuity as in preceding biennial period \$55,000.00

2. Increases in salaries by reason of length of service, etc., provisions for insurance of new building, and for miscellaneous increases incident to extension of activities and increase of enrolment 3,000.00

3. Itinerant instructor in Extension Work service and expense account of same in addition to amount provided by budget of preceding biennial period 2,000.00

Total for Support, 1922 \$60,000.00

Total for Support, 1923 60,000.00

Total Amount of 1922-1923 Budget for Support \$120,000.00 \$120,000.00

TOTAL FOR OUTLAY AND SUPPORT BUDGET 1922-1923 \$223,700.00

FOR THE YEARS 1924-1925

FOR OUTLAY

1. Academic Building and Auditorium

(1) Building	\$75,000.00	
(2) Equipment	<u>15,000.00</u>	\$90,000.00

No auditorium at present--for temporary use have cut dining-hall in half by low partition --unsatisfactory and noisy--limited seating capacity (about 35)--addition of students with erection of new dormitory will make necessary additional dining-hall space taking half now devoted to assembly-room--need auditorium seating 1,000 for permanent use, 1,500 would be better on account of commencement and other special assemblages--no assembly-room now available for accommodation of summer school which sometimes numbers 650 students--number of recitation and lecture rooms very limited--not possible at present to assign each instructor a separate room for his use--inconvenient and injurious to equipment to carry from room to room --one-half of classroom space now in basements

2. Playgrounds and Athletic Field 3,000.00

Grading and equipping--no adequate facilities at present--grounds irregular--necessary part of provisions for physical education

3. Additional Gymnasium Equipment

(1) General equipment	\$500.00	
(2) Bowling-alley equipment	<u>800.00</u>	1,300.00

Space for bowling--alley and additional gymnasium equipment provided but never utilized because of lack of funds--would be welcome addition to facilities for physical development

4. Repairs to Dormitory Buildings 5,000.00

By this year the dormitories will be in need of general repairs to such an extent that they can not be made with regular support funds--it will be a measure of economy to give them general repairing--the amount named is the minimum for any appreciable results, many plants much smaller using double the amount named here each year

(\\$99,300.00)

5. Purchase of Adjoining Property

15,000.00

The property known as the "Smythe Property" now owned by Dr. L. C. Heneberger, cuts into the school campus--its purchase would straighten the boundary lines of the school property and give valuable frontage on the Main Street line--the plans for the development of the school plant have always contemplated the acquisition of this lot--it would be a measure of protection of our property to do so as our line of dormitories is very near the dividing line between the campus and the Smythe property, and the latter may come to be used for purposes undesirable in such close proximity to girls' dormitories--purchase at some time seems quite certain--delay probably means increased cost when finally purchased.

Total Amount of 1924-1925 Budget for Outlay

\\$114,300.00

FOR SUPPORT

1. Annuity as in preceding biennial period \$60,000.00

2. Increases in salaries by reason of length of service, raised standards of faculty membership, additional insurance on new buildings, and various activities due to extension of activities and general development of the institution, which cannot be itemized accurately at this time 5,000.00

Total for Support, 1924 \$65,000.00

Total for Support, 1925 65,000.00

Total Amount of 1924-1925 Budget for Support \$130,000.00

130,000.00

TOTAL FOR OUTLAY AND SUPPORT BUDGET 1924-1925

\\$244,300.00

Report Compiled January 31, 1919 by


President.