

21-11-51 effected in that Department during the past twelve months. He ~~impressed~~ <sup>impressed</sup> them as being an excellent instructor, full of new ideas and enthusiasm. The lighting was excellent and the theory room, which had been added in recent years, was a valuable acquisition. The gardens and grounds were also in good order.  
The report was received and adopted.  
(Mrs John & Lynch)

Business out of reports  
Appointment of Assistant Instructor in Metallurgy.  
The action of the Finance Committee in recommending the appointment of Mr. W. Dewar was confirmed.  
(Mrs Nicholson & Lynch)

Apprenticeship Classes.  
It was resolved that owing to the large number of prospective students on the waiting list a limit of two years instruction in apprenticeship be operative as from the commencement of 1952 both as regards present students and new entrants but excluding trade students.  
(Mrs Nicholson & Wyles)

Accounts Accounts amounting to £6247-18-8 on maintenance and £13-8-2 on special equipment trust as per Chairman's Book, folios 1748 were passed for payment.  
(Mrs Nicholson & Wyles)

21-11-51. The following inward correspondence was read and received: -  
Correspondence  
18-10-51. City Council requesting information regarding proposed use of Museum building for instructional purposes.  
7-11-51. City Council renewing annual grant of £50 for scholarships.  
9-11-51 Mr. J. G. Procter applying for one month's sick leave from and inclusive of 12 November.  
14-11-51. Education Department re attention to windows and ventilators and joinwork in rooms 4 and 8 of Junior Technical School.  
15-11-51 Education Department. Furniture and fittings for Tool and Gauge Room authorised.  
18-11-51. Education Department. Public Works Department for report on surfacing of Junior Technical School assembly yard.  
(Mrs Mail & Hawry)

Leave of absence  
It was resolved that Mr. J. G. Procter be granted sick leave from 12 November to 8 December, both dates inclusive.  
(Mrs Nicholson & Kitson)

General Business Diploma of Electrical Engineering  
It was resolved that the Diploma of Electrical Engineering be awarded to Douglas Ronald Mills and that the seal be affixed thereto in the presence of the President, Vice-President Mr. J. W. Beauland and the Registrar who shall sign as witnesses.  
(Mrs Hawry & Mail)