

MILWAUKEE-DOWNER COLLEGE
MILWAUKEE, WISCONSIN

OFFICE OF THE PRESIDENT

April 3, 1926.

My dear Dr. Pammel:

We are looking for a new instructor in Botany, and Miss Ada Hayden has referred us to you. May I ask you to tell me very frankly what you think of Miss Hayden's qualifications both in scholarship and personality? Would she have the right kind of background of work which gives thoroughness, and would she interest the students? Is she conscientious? Is she strong enough to do steady, hard work? Would she fit in well as a member of a college community?

The courses listed in our Department of Botany are: General Botany, Plant Physiology, Bacteriology (one semester), Sanitation (one semester), Ecology, Microbiology in Hygiene (one semester), a one-hour Teachers' Course, and a one-hour course in Sanitary Science for the girls in the Occupational Therapy program. The work offered in a single year is chosen from these courses, certain ones being offered occasionally that the program of the teacher may not be too heavy. The newcomer must be able to plan the work without superintendence. She has freehand in her own department. The position, therefore, carries considerable responsibility.

Can you give her an unqualified recommendation for such a position?

I shall be very grateful if you will write frankly concerning her good points and weaknesses. Whatever you say will, of course, be considered confidential.

Sincerely yours,

Lucia R. Biggs
President

LRB:CVB

Dr. L. H. Pammel
Iowa State College
Ames, Iowa