

NEEDS FOR NEXT YEAR

2½ doz. Playground balls	\$40.00
½ doz. Volley balls	35.00
1 doz. sets Horseshoes	15.00
1½ doz. Fencing Masks	45.00
1 doz. sets 10 oz. Boxing training gloves	120.00
1 doz. Footballs	96.00
8 Badminton rackets	22.00
1 doz. Hockey sticks	42.00
2 Basketballs	20.00
2 Soccer balls	20.00
1 Javelin (women)	5.00
1 Ping pong set	3.10
Archery equipment:	
8 Bows	44.00
2 Targets	16.00
6 Target faces	13.50
2 Target stands	6.30
12 doz. Arrows	51.00
Motion picture screen	12.50
Slide projector	37.50
100 slides	26.00
Motion picture projector	64.00
Rental of slides	48.00
Strength test charts	4.50
Shadow-Silhouettograph	185.00
Hand Dynamometer	20.00
First Aid supplies	10.00
10½ Rubber Diving Brick	10.00
1 set flying rings	18.60
2 horses	112.00
1 suspended belt	14.50
1 set parallel bars	26.00
2 springboards in gym.	36.00
Springboard in pool	35.00
Repair of chbrinator	25.00
Music, records & repair of instruments	25.00
Recover mats	45.50
Gym locks	12.00
Inductorium and key switch	14.00
Electric switches, etc. for research	20.00
Hangers for mats in gym	90.00
2 Therapeutic tables	24.00
Paint walls of pool room	175.00
Total	<u>\$1784.30</u>

ESTIMATED EXPENDITURES FOR 1938-39

Laundry	\$350.00
Irregular payroll	2200.00
Teaching Equipment	1800.00
Office equipment	900.00

ESTIMATED EXPENSES FOR REMAINDER OF YEAR:

Laundry	\$150.00
Irregular payroll	850.00
Office supplies	300.00
Tennis court marker	30.00
Tennis nets (2 doz.)	200.00
Hiring tennis courts - 24 courts, hired 3 times a week for next 10 weeks, at \$1. per court	720.00
Circulating fan in basement	71.50
New motor for fan in towel room	47.00
Gym mats (men)	500.00
(women)	300.00

Total estimated expenses for
remainder of 1937-38 - \$5168.50

Unincumbered balance as of Feb. 28, 1938 - \$1911.67

NEEDS FOR NEXT YEAR

2½ doz. Playground balls	\$40.00
½ doz. Volley balls	35.00
1 doz. sets Horseshoes	13.00
1½ doz. Fencing Masks	45.00
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1 doz. Hockey sticks	42.00
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2 Soccer balls	20.00
1 Javelin (woman)	5.00
1 Ping pong set	3.10
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2 Targets	16.00
6 Target faces	13.50
2 Target stands	6.30
12 doz. Arrows	51.00
Motion picture screen	12.50
Slide projector	37.50
100 slides	26.00
Motion picture projector	64.00
Rental of slides	48.00
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Shadow-Silhouettograph	185.00
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First Aid supplies	10.00
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2 horses	112.00
1 suspended belt	14.50
1 set parallel bars	26.00
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Recover mats	45.50
Gym locks	12.00
Inductorium and key switch	14.00
Electric switches, etc. for research	20.00
Hangers for mats in gym	90.00
2 Therapeutic tables	24.00
Paint walls of pool room	175.00
Total	\$1784.30

ESTIMATED EXPENDITURES FOR 1958-59

Laundry	\$550.00
Irregular payroll	2200.00
Teaching Equipment	1800.00
Office equipment	900.00

DEPARTMENT OF PHYSICAL EDUCATION

MAINTENANCE APPROPRIATIONS	<u>1936-37</u>	<u>1937-38</u>
Regular Maintenance	\$3000	\$1900
Special Maintenance	500	450
RECEIVED IN FEES	1292.25*	1889.50**

* Towel fee, 50¢ per student
** Towel fee, 75¢ per student

University of Kansas
Lawrence

Office of
The Chancellor

February 17, 1938

TO DEANS AND HEADS OF DEPARTMENTS:

Herewith you will find the schedule for the departmental budget conferences for the year 1938-'39.

The budget committee for each department consists of the Central Committee, the dean of the school or director of the division in which the department is budgeted, the head of the department, and all deans interested in the work of the department. In case the dean is also head of the department, the Chancellor will appoint an additional member of the staff. The members of the Central Committee are Dean E. B. Stouffer (chairman), Dean Paul B. Lawson, Dean Frank T. Stockton, and Raymond Nichols (secretary).

It is suggested that department heads consult members of the permanent staff of the department for suggestions, and bring to the conference full information and material bearing on the situation. Presentation of departmental needs in order of importance is highly desirable.

The conferences will be held in the Chancellor's Office. Departments that miss their places in the schedule may have to wait for other appointments.

Cordially yours,

E. H. LINDLEY,
Chancellor.

Enc.

Dr. Allen:

It would be helpful for you to bring to the conference a brief report on maintenance and irregular payroll expenditures (including towel fees) for the year, estimated as nearly as you can determine. Mrs. Hulteen can prepare this for you.

R.N.

BUDGET CONFERENCE SCHEDULE
1938-'39

Saturday, March 5

9:00--Museum of Mammals
10:00--Museum of Paleontology
10:30--Thayer Museum
11:00--Wilcox Museum

Monday, March 7

9:30--Women's Adv. & Corbin Hall
10:30--Men's Adv. & State Food Lab.
2:00--Libraries
3:45--Marshal
4:00--Aids & Awards

Tuesday, March 8

10:30--Buildings and Grounds
2:00--Extension

Wednesday, March 9

2:00--Water Lab. & San. Engr.
3:00--Advanced Standing

Thursday, March 10

10:30--Chemical Engineering
11:30--Engineering Drawing
2:00--Mechanical Engr.
3:00--Machine Construction
3:45--Applied Mechanics

Friday, March 11

9:30--Architecture
10:30--Electrical Engr.
2:00--Civil Engr.
3:00--Petroleum Engr.

Saturday, March 12

9:00--Mining & Metallurgical Engr.
10:00--Engineering Adm.
10:30--Bursar

Monday, March 14

9:30--Zoology
10:30--Physics & Astronomy
2:00--Botany
3:00--Ent., Ent. Mus., Ent. Field

Tuesday, March 15

10:30--Chemistry
2:00--Home Economics
3:00--Psychology

Wednesday, March 16

9:30--Mathematics
10:30--Pharmacy & Drug Lab.
2:00--Bacteriology
3:30--Physiology

Thursday, March 17

10:30--Registrar
11:15--News Bureau
2:00--Military Science
2:45--Journalism Press

Friday, March 18

10:30--Sociology
2:00--Philosophy

Saturday, March 19

9:00--Health Service & Health Instr.
10:30--Psychological Tests
11:00--Appointment Bureau

Tuesday, March 22

10:30--Education Clinic
11:30--Oread Training School
2:00--Education
3:30--Physical Education

Wednesday, March 23

9:30--History
10:30--Political Science
2:00--Biochemistry
3:00--Anatomy

Thursday, March 24

10:30--Law
2:00--Romance Languages
3:00--Latin & Greek

Friday, March 25

9:30--German
10:30--College Adm.
2:00--Economics

Saturday, March 26

9:00--Athletics
10:00--Weights & Measures

Monday, March 28

2:00--Geology & Geol. Survey

Tuesday, March 29

10:30--Speech
2:00--Journalism
3:00--Graduate Adm.

Wednesday, March 30

9:00--Medicine (at K. C.)

Thursday, March 31

10:30--Chancellor's Office
11:00--Alumni Office
11:15--CSEP Office
11:30--Endowment Ass'n.

Friday, April 1

10:30--Fine Arts Adm.
2:00--Violin & Orchestra
2:45--Organ
3:30--Voice

Saturday, April 2

9:00--Piano
9:30--Drawing & Painting
10:30--Design

Monday, April 4

9:30--Public School Music
10:15--Band

Tuesday, April 18

10:30--English

PHYSICAL EDUCATION CLASSES

Fall Sem.

NO.	TITLE	HOUR	CR.	INSTRUCTOR	GRAD. EDUC.	COL.	TOTAL	CR. HRS.	
1. Courses Open to Both Men and Women.									
74	Tests and Meas. in Phys. Ed.	9:30	2	Lapp	4		4	8	
85	Kinesiology	11:30	2	Lapp	6		6	12	
2. Courses Open to Men.									
30	Personal Health	11:30	3	Elbel	1	51	52	156	
31m	Physical Education 8:30&	9:30	2	Elbel, Allphin	41		41	82	
35	Football	9:30	3	Conger	7		7	21	
65	Basketball	9:30	2	Allen	1	1	2	4	
3. Courses Open to Women.									
31W	Physical Education	11:30	2	Hoover	14		14	28	
33W	Physical Education	2:30	2	Hoover	5		5	10	
55	Theory of Dance	11:30	3	Dunkel	4		4	12	
62	Theory of Athletics I	8:30	2	Hoover	6		6	12	
67	Physical Education	1:30	1	Hoover	4		4	4	
71	Officiating I	3:30	1	Hoover	6		6	6	
83	Theory of Swimming	2:30	2	Hoover	8		8	16	
TOTALS					1	157	1	159	371

1. Skill Courses Open to Both Men and Women.

20a	Health Instruction	4:30W	0	Canuteson-McClure			94	0
20a	Health Instruction	8:30Tu	0	Canuteson-McClure			67	0
20a	Health Instruction	1:30F	0	Canuteson-McClure			28	0
20b	Health Instruction	1:30Tu	0	Canuteson-McClure			14	0
20b	Health Instruction	8:30Th	0	Canuteson-McClure			7	0
41a	Elementary Golf	11:30	$\frac{1}{2}$	Hargiss			26	13
42a	Elementary Fencing	3:30	$\frac{1}{2}$	Raport			17	$8\frac{1}{2}$
42a	Elementary Fencing	4:30	$\frac{1}{2}$	Raport			27	$13\frac{1}{2}$
43a	Elem. Tap Dancing	10:30	$\frac{1}{2}$	Dunkel	(plus 3 auditors)		23	$11\frac{1}{2}$
43c	Advanced Tap Dancing	3:30	$\frac{1}{2}$	Dunkel	(plus 9 auditors)		3	$1\frac{1}{2}$
46c	Advanced Golf	11:30	$\frac{1}{2}$	Hargiss			6	3

2. Skill Courses Open to Men.

1a	Elementary Basketball	11:30	$\frac{1}{2}$	Allen			10	5
2a	Elementary Tennis	2:30	$\frac{1}{2}$	Plumley			11	$5\frac{1}{2}$
2a	Elementary Tennis	3:30	$\frac{1}{2}$	Allphin			6	3
3a	Elementary Swimming	9:30	$\frac{1}{2}$	Raport			12	6
3a	Elementary Swimming	10:30	$\frac{1}{2}$	Allphin			18	9
5a	Handball	9:30	$\frac{1}{2}$	Plumley			4	2
6a	Individual Gymnastics	2:30	$\frac{1}{2}$	Allphin			2	1
8a	General Physical Education	11:30	$\frac{1}{2}$	Plumley			6	3
18	Varsity Athletics	Appt.	$\frac{1}{2}$	Conger			7	$3\frac{1}{2}$
22a	Elementary Tennis	1:30	$\frac{1}{2}$	Plumley			4	2
23a	Elementary Swimming	10:30	$\frac{1}{2}$	Raport			19	$9\frac{1}{2}$
28a	General Physical Educ.	4:30	$\frac{1}{2}$	Allphin			102	51

NO	TITLE	HOUR	CR.	INSTRUCTOR	TOTAL	CR. HRS.
2a	Elementary Tennis	9:30	1/2	Bauman	12	6
2b	Intermediate Tennis	10:30	1/2	Bauman	6	3
3a	Elementary Swimming	11:30	1/2	Hoover	24	12
9a	Elementary Hockey	4:30	1/2	Hoover	30	15
13a	Elementary Folk Dancing	11:30	1/2	Bauman	14	7
22a	Elementary Tennis	10:30	1/2	Bauman	6	3
22b	Intermediate Tennis	1:30	1/2	Hoover (plus 1 auditor)	4	2
23a	Elementary Swimming	2:30	1/2	Bauman	5	2 1/2
23b	Intermediate Swimming	11:30	1/2	Hoover (plus 2 auditors)	19	9 1/2
23c	Advanced Swimming	11:30	1/2	Bauman	7	3 1/2
29c	Advanced Hockey	4:30	1/2	Hoover (plus 13 auditors)	5	2 1/2
32a	Elem. Interp. Dancing	2:30	1/2	Dunkel (plus 8 auditors)	10	5
48a	Elem. Tap Dancing	9:30	1/2	Dunkel	4	2
TOTALS				(36 auditors)	659	224 1/2

Physical Education Classes
Spring, 1938

No	TITLE	HOUR	CR.	INSTRUCTOR	GRAD EDUC.	COL	TOTAL	CR HOURS
1. Courses Open to Both Men and Women.								
36	Hist. & Prin. Phys. Ed.	11:30	3	Elbel	40		40	120
57	First Aid	11:30	2	Allen	70		70	140
57	Community Recreation			(course withdrawn)				
81	Org. & Adm. of Phys. Ed.	8:30	3	Elbel	13		13	39
80	Treatment Athletic Inj.	10:30	2	Allen	13		13	26
85	Kinesiology	Appt.	2	Lapp	2		2	4
2. Courses Open to Men.								
32M	Physical Education	9:30	2	Allphin	38		38	76
75	Track and Field	Appt.	1	Hargiss	3		3	3
90	Remedial & Phys. Exam.	Appt.	2	Elbel	1		1	2
3. Courses Open to Women.								
32W	Physical Education	10:30	2	Hoover	12		12	24
34 W	Physical Education	9:30	2	Hoover	9	1	10	20
63	Theory of Athletics II	8:30	2	Hoover	8		8	16
64	Personal Hygiene	9:30	2	Dunkel	7		7	14
68	Physical Education	3:30	1	Dunkel	16		16	16
72	Officiating II	2:30	1	Hoover	4		4	4
84	Phys. Exam. & Presc.Ex.	10:30	3	Dunkel	15		15	45
TOTALS					251	1	252	549
1. Health Instruction.								
20a	Health Instruction	8:30Th	0	Canuteson-McClure			36	0
20a	Health Instruction	1:30Tu	0	Canuteson-McClure			24	0
20b	Health Instruction	8:30Tu	0	Canuteson-McClure			16	0
20b	Health Instruction	1:30F	0	Canuteson-McClure			13	0
20b	Health Instruction	4:30W	0	Canuteson-McClure			46	0
2. Skill Courses Open to Both Men and Women.								
42a	Elementary Fencing	Appt.	$\frac{1}{2}$	Raport			39	$19\frac{1}{2}$
42c	Advanced Fencing	Appt.	$\frac{1}{2}$	Raport			12	6
43a	Elementary Tap Dancing	11:30	$\frac{1}{2}$	Dunkel			32	16
43b	Intermediate Tap Dancing	10:30	$\frac{1}{2}$	Dunkel			7	$3\frac{1}{2}$
48a	Elem. Tap Dancing	2:30	$\frac{1}{2}$	C. Dunkel			5	$2\frac{1}{2}$
3. Skill Courses Open to Men.								
1a	Elem. Basketball	11:30	$\frac{1}{2}$	Plumley			17	$8\frac{1}{2}$
3b	Intermediate Swimming	9:30	$\frac{1}{2}$	Raport			15	$7\frac{1}{2}$
3b	Intermediate Swimming	10:30	$\frac{1}{2}$	Allphin			13	$6\frac{1}{2}$
6c	Individual Gymnastics	2:30	$\frac{1}{2}$	Allphin			5	$2\frac{1}{2}$
8a	Gen. Phys. Educ.	3:30	$\frac{1}{2}$	Allphin			7	$3\frac{1}{2}$

NO.	TITLE	HOUR	CR.	INSTRUCTOR	TOTAL	CR. HOURS
15 a	Elementary Boxing	10:30	$\frac{1}{2}$	Raport	14	7
18	Varsity Athletics	Appt.	$\frac{1}{2}$	Allphin	6	3
21a	Elementary Basketball	11:30	$\frac{1}{2}$	Plumley	6	3
26c	Individual Gymnastics	2:30	$\frac{1}{2}$	Allphin	6	3
28a	Gen. Phys. Educ.	4:30	$\frac{1}{2}$	Allphin	46	23
35a	Elementary Boxing	10:30	$\frac{1}{2}$	Raport	13	$6\frac{1}{2}$

4. Skill Courses Open to Women.

1c	Advanced Basketball	10:30	$\frac{1}{2}$	Hoover	2	1
3c	Advanced Swimming	11:30	$\frac{1}{2}$	Hoover	12	6
8	Gen. Physical Educ.	9:30	$\frac{1}{2}$	Cobb	9	$4\frac{1}{2}$
12a	Elem. Interp. Dancing	2:30	$\frac{1}{2}$	Dunkel	16	8
23b	Intermediate Swimming	2:30	$\frac{1}{2}$	Baker	6	3
23c	Life Saving	11:30	$\frac{1}{2}$	Cobb	3	$1\frac{1}{2}$

TOTALS PHYSICAL EDUCATION SKILL COURSES

291 145 $\frac{1}{2}$

PHYSICAL EDUCATION CLASSES

Fall Sem.

 NO. TITLE HOUR CR. INSTRUCTOR GRAD. EDUC. COL. TOTAL CR. HRS.

1. Courses Open to Both Men and Women.

74	Tests and Meas. in Phys. Ed.	9:30	2	Lapp	4		4	8
85	Kinesiology	11:30	2	Lapp	6		6	12

2. Courses Open to Men.

30	Personal Health	11:30	3	Elbel	1	51	52	156
31m	Physical Education 8:30a	9:30	2	Elbel, Allphin		41	41	82
35	Football	9:30	3	Conger		7	7	21
65	Basketball	9:30	2	Allen		1	1 2	4

3. Courses Open to Women.

31W	Physical Education	11:30	2	Hoover		14	14	28
33W	Physical Education	2:30	2	Hoover		5	5	10
55	Theory of Dance	11:30	3	Dunkel		4	4	12
62	Theory of Athletics I	8:30	2	Hoover		6	6	12
67	Physical Education	1:30	1	Hoover		4	4	4
71	Officiating I	3:30	1	Hoover		6	6	6
83	Theory of Swimming	2:30	2	Hoover		8	8	16

TOTALS

1 157 1 159 371

1. Skill Courses Open to Both Men and Women.

20a	Health Instruction	4:30W	0	Canuteson-McClure			94	0
20a	Health Instruction	8:30Tu	0	Canuteson-McClure			67	0
20a	Health Instruction	1:30F	0	Canuteson-McClure			28	0
20b	Health Instruction	1:30Tu	0	Canuteson-McClure			14	0
20b	Health Instruction	8:30Th	0	Canuteson-McClure			7	0
41a	Elementary Golf	11:30	$\frac{1}{2}$	Hargiss			26	13
42a	Elementary Fencing	3:30	$\frac{1}{2}$	Raport			17	$8\frac{1}{2}$
42a	Elementary Fencing	4:30	$\frac{1}{2}$	Raport			27	$13\frac{1}{2}$
43a	Elen. Tap Dancing	10:30	$\frac{1}{2}$	Dunkel	(plus 3 auditors)		23	$11\frac{1}{2}$
43c	Advanced Tap Dancing	3:30	$\frac{1}{2}$	Dunkel	(plus 9 auditors)		3	$1\frac{1}{2}$
46c	Advanced Golf	11:30	$\frac{1}{2}$	Hargiss			6	3

2. Skill Courses Open to Men.

1a	Elementary Basketball	11:30	$\frac{1}{2}$	Allen			10	5
2a	Elementary Tennis	2:30	$\frac{1}{2}$	Plumley			11	$5\frac{1}{2}$
2a	Elementary Tennis	3:30	$\frac{1}{2}$	Allphin			6	3
3a	Elementary Swimming	9:30	$\frac{1}{2}$	Raport			12	6
3a	Elementary Swimming	10:30	$\frac{1}{2}$	Allphin			18	9
5a	Handball	9:30	$\frac{1}{2}$	Plumley			4	2
6a	Individual Gymnastics	2:30	$\frac{1}{2}$	Allphin			2	1
8a	General Physical Education	11:30	$\frac{1}{2}$	Plumley			6	3
18	Varsity Athletics	Appt.	$\frac{1}{2}$	Conger			7	$3\frac{1}{2}$
22a	Elementary Tennis	1:30	$\frac{1}{2}$	Plumley			4	2
23a	Elementary Swimming	10:30	$\frac{1}{2}$	Raport			19	$9\frac{1}{2}$
28a	General Physical Educ.	4:30	$\frac{1}{2}$	Allphin			102	51

NO	TITLE	HR.	CR.	INSTRUCTOR	TOTAL	CR. HRS.
2a	Elementary Tennis	9:30	1	Bauman	12	6
2b	Intermediate Tennis	10:30	1	Bauman	6	3
3a	Elementary Swimming	11:30	1	Hoover	24	12
9a	Elementary Hockey	4:30	1	Hoover	30	15
13a	Elementary Folk Dancing	11:30	1	Bauman	14	7
22a	Elementary Tennis	10:30	1	Bauman	6	3
22b	Intermediate Tennis	1:30	1	Hoover (plus 1 auditor)	4	2
23a	Elementary Swimming	2:30	1	Bauman	5	2½
23b	Intermediate Swimming	11:30	1	Hoover (plus 2 auditors)	19	9½
23c	Advanced Swimming	11:30	1	Bauman	7	3½
29c	Advanced Hockey	4:30	1	Hoover (plus 13 auditors)	5	2½
32a	Elem. Interp. Dancing	2:30	1	Dunkel (plus 8 auditors)	10	5
48a	Elem. Tap Dancing	9:30	1	Dunkel	4	2
TOTALS				(36 auditors)	659	224½

Physical Education Classes
Spring, 1938

No	TITLE	HOOR	CR.	INSTRUCTOR	GRAD EDUC.	COL	TOTAL	CR HOURS
1. Courses Open to Both Men and Women.								
36	Hist. & Prin. Phys. Ed.	11:30	3	Elbel	40		40	120
57	First Aid	11:30	2	Allen	70		70	140
57	Community Recreation			(course withdrawn)				
81	Org. & Adm. of Phys. Ed.	8:30	3	Elbel	13		13	39
80	Treatment Athletic Inj.	10:30	2	Allen	13		13	26
85	Kinesiology	Appt.	2	Lapp	2		2	4
2. Courses Open to Men.								
32M	Physical Education	9:30	2	Allphin	38		38	76
75	Track and Field	Appt.	1	Hargiss	3		3	3
90	Remedial & Phys. Exam.	Appt.	2	Elbel	1		1	2
3. Courses Open to Women.								
32W	Physical Education	10:30	2	Hoover	12		12	24
34 W	Physical Education	9:30	2	Hoover	9	1	10	20
63	Theory of Athletics II	8:30	2	Hoover	8		8	16
64	Personal Hygiene	9:30	2	Dunkel	7		7	14
68	Physical Education	3:30	1	Dunkel	16		16	16
72	Officiating II	2:30	1	Hoover	4		4	4
84	Phys. Exam. & Presc. Ex.	10:30	3	Dunkel	15		15	45
TOTALS					251	1	252	549
1. Health Instruction.								
20a	Health Instruction	8:30Th	0	Canuteson-McClure			36	0
20a	Health Instruction	1:30Tu	0	Canuteson-McClure			24	0
20b	Health Instruction	8:30Tu	0	Canuteson-McClure			16	0
20b	Health Instruction	1:30F	0	Canuteson-McClure			13	0
20b	Health Instruction	4:30W	0	Canuteson-McClure			46	0
2. Skill Courses Open to Both Men and Women.								
42a	Elementary Fencing	Appt.	$\frac{1}{2}$	Raport			39	$19\frac{1}{2}$
42c	Advanced Fencing	Appt.	$\frac{1}{2}$	Raport			12	6
43a	Elementary Tap Dancing	11:30	$\frac{1}{2}$	Dunkel			32	16
43b	Intermediate Tap Dancing	10:30	$\frac{1}{2}$	Dunkel			7	$3\frac{1}{2}$
48a	Elem. Tap Dancing	2:30	$\frac{1}{2}$	C. Dunkel			5	$2\frac{1}{2}$
3. Skill Courses Open to Men.								
1a	Elem. Basketball	11:30	$\frac{1}{2}$	Plumley			17	$8\frac{1}{2}$
3b	Intermediate Swimming	9:30	$\frac{1}{2}$	Raport			15	$7\frac{1}{2}$
3b	Intermediate Swimming	10:30	$\frac{1}{2}$	Allphin			13	$6\frac{1}{2}$
6c	Individual Gymnastics	2:30	$\frac{1}{2}$	Allphin			5	$2\frac{1}{2}$
8a	Gen. Phys. Educ.	3:30	$\frac{1}{2}$	Allphin			7	$3\frac{1}{2}$

NO.	TITLE	HOUR	CR.	INSTRUCTOR	TOTAL	CR. HOURS
15 a	Elementary Boxing	10:30	$\frac{1}{2}$	Raport	14	7
18	Varsity Athletics	Appt.	$\frac{1}{2}$	Allphin	6	3
21a	Elementary Basketball	11:30	$\frac{1}{2}$	Plumley	6	3
26c	Individual Gymnastics	2:30	$\frac{1}{2}$	Allphin	6	3
28a	Gen. Phys. Educ.	4:30	$\frac{1}{2}$	Allphin	46	23
35a	Elementary Boxing	10:30	$\frac{1}{2}$	Raport	13	$6\frac{1}{2}$

4. Skill Courses Open to Women.

1c	Advanced Basketball	10:30	$\frac{1}{2}$	Hoover	2	1
3c	Advanced Swimming	11:30	$\frac{1}{2}$	Hoover	12	6
8	Gen. Physical Educ.	9:30	$\frac{1}{2}$	Cobb	9	$4\frac{1}{2}$
12a	Elem. Interp. Dancing	2:30	$\frac{1}{2}$	Dunkel	16	8
23b	Intermediate Swimming	2:30	$\frac{1}{2}$	Baker	6	3
23c	Life Saving	11:30	$\frac{1}{2}$	Cobb	3	$1\frac{1}{2}$
TOTALS PHYSICAL EDUCATION SKILL COURSES					291	$145\frac{1}{2}$

C O P Y

SCHOOL OF ENGINEERING AND ARCHITECTURE
UNIVERSITY OF KANSAS

March 17, 1938.

Dr. F. C. Allen
Department of Physical Education
Robinson Gymnasium
University of Kansas

Dear Dr. Allen:

As requested some time ago I have had one of my CSEP students working on survey, plans and estimate for the grading and draining of the two athletic fields at the southwest corner of the campus. By putting in a considerable time on this project myself we have been able to get together a tracing which I will present to you tomorrow, and if desired we can make from this a required number of blueprints.

As you will note on this plan I have divided the estimate in the north field and the south field; the north field being the tract about 400 by 1100 feet at the southwest corner of the campus, and the south field being a field purchased by the ROTC and turned over to the university for its use. This field is approximately 300 feet wide by 700 feet long.

In regard to the drainage ditch going through the north field, I have considered this matter rather carefully and decided that it would be impractical to attempt to use any water way having an area of cross section less than the culvert which now goes under the road about the middle on the north line of the field and about the middle east and west.

This culvert drains a considerable area, there being water coming down the ditch from the east from the power plant and from outlets from downspouts from various university buildings, and to the north of the culvert there is cared for the drainage of the entire field south of the auditorium together with downspout drains from several of these buildings.

I have taken occasion to observe the run-off through this culvert at times of heavy rains and have seen the culvert running entirely full. This, of course, does not happen often but since it does happen, if a smaller area were used it would mean the entire field would be flooded and washed quite badly.

I have therefore shown a cross section of a drainage box, side walls built up of rough stone sitting on concrete footings, having a concrete floor and reinforced concrete top. The grade of this box is set so that the fill in the field would entirely cover it so that it would offer no obstruction in the playing field.

I have shown on the tracing the quantities of material necessary together with grading and tile drains, and on a separate sheet I am applying a unit price which I feel is somewhere near correct in order that you may have some idea of the approximate cost of the project.

You will note from elevations shown on this plat that the north field falls from 12 to 14 feet in the 400 feet across it. The proposed grade cuts down at the north approximately 8 feet and fills 6 or 7 feet at the south, and cuts this slope to approximately one per cent or a drop of 4 feet in crossing the field to the south. This is probably as near level as we dare go and maintain proper surface drainage. I think this grade would not be a serious objection on the playing field.

A similar grade is shown for the field to the south. This you will note becomes a rather large project and if necessary the tile drains could be left out for the present. The tile to be placed in the new embankment towards the south edge of the field could not be placed at this time on account of the desirability of allowing the fill time to thoroughly settle.

I realize that this project no doubt is calling for a greater expense than you had expected but I thought best to draw up this plan on the basis of a first class completed job, and if you are unable to use it at the present time it may be used some time in the future. I shall be glad to go over this personally with you.

Yours very truly,

(Signed)

P. A. RUSSELL
Professor of Civil Engineering.

Estimate of cost of improving athletic fields, southwest corner campus
as per plans dated February, 1938:

North Field -- 496' x 1103' = 10 sq. acres

23,000 c. y. grading	at .22	\$5060.00	
4208 lin. ft. 4" drain tile	at .05	210.00	
Labor placing 4208 ft. drain tile	at .15	630.00	\$5900.00
		<hr/>	

Drain Box

75 c.y. Conc. footing	at 7.00	525.00	
36 c.y. Conc. Floor	at 7.50	270.00	
52 c.y. Conc. Top	at 12.99	674.00	
200 c.y. Stone Masonry Wall	at 6.00	1200.00	
1125 lbs. Reinforcing Steel	at .04	45.00	
1 Removable Grating	at 7.00	7.00	
3 Manholes	at 7.00	21.00	
Labor excavating for footing			
100 c.y.	at .50	50.00	\$2742.00
		<hr/>	

South Field -- 316' x 731' = 5.3 sq. acres

770 c.y. Exc and Fill	at .22	1694.00	
2400 Lin. ft. 4" Drain tile	at .05	120.00	
200 lin. ft. 6" Drain tile	at .10	20.00	
200 " " 8" " "	at .35	70.00	
150 " " 10" " "	at .50	75.00	
190 " " 12" " "	at .70	133.00	
Labor placing drain tile 3140	at .15	471.00	\$2563.00
		<hr/>	

Summary:

North Field

Grading and Drainage	\$5900.00	
Drain Box	2740.00	\$8640.00
		<hr/>

South Field

\$2563

Total

\$11,223.00

BUDGET RECOMMENDATIONS FOR 193-193-9

Department of VII. C. Physical Education

NAMES	Months of Service	DATA FOR CURRENT YEAR		RECOMMENDATIONS OF COMMITTEE		CHANCELLOR'S RECOMMENDATIONS	REMARKS
		Position	Salary	Position	Salary		
1. F. C. Allen	9	Prof. Int. Ath.	2300 <u>500</u> 2700*				
2. H. W. Hargiss	10	Prof. Int. Ath.	900 <u>800</u> 1700*				
3. E. R. Elbel	9	Asst. Prof.	2700				
4. Ruth Hoover	9	Asst. Prof.	2300				
5. Elizabeth Dunkel	9	Asst. Prof. Educ.	1735 <u>365</u> 2100				
6. V. W. Lapp	9	Asst. Prof.	2400				
7. H. G. Allphin	9	Instr. Educ.	1755 <u>365</u> 2120*				
8. Jay Flunley	9	Instr.	1200*				
9. Ralph Conger	10	Instr. Int. Ath.	300 <u>600</u> 900*				
10. Harold Report	9	Asst. Instr.	400				
11. Alice Baman	4½	Asst. Instr.	400				
12. Hazel Cobb	4½	Asst. Instr.	200				
13. Alberta Hulston	11	Secy.	825				
14. Assistance (Non)			200				
15. Towel room assistance			800				
TOTAL SALARIES FOR DEPARTMENT							
<i>Maintenance</i>	<i>Regular</i>						

BUDGET RECOMMENDATIONS FOR 193-8-193-9

Department of VII. G. Physical Education -- cont.

NAMES	Months of Service	DATA FOR CURRENT YEAR		RECOMMENDATIONS OF COMMITTEE		CHANCELLOR'S RECOMMENDATIONS	REMARKS																																								
		Position	Salary	Position	Salary																																										
16. Balance from allowance for # 6			400																																												
<p>• Additional from Athletic Association, as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">F. G. Allen</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%; text-align: right;">2300</td> <td style="width: 10%;"></td> <td style="width: 5%;"></td> <td style="width: 15%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>H. W. Margiss</td> <td></td> <td></td> <td style="text-align: right;">1920</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>H. G. Allphin</td> <td></td> <td></td> <td style="text-align: right;">80</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Jay Flunley</td> <td></td> <td></td> <td style="text-align: right;">300</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ralph Conger</td> <td></td> <td></td> <td style="text-align: right;">1100</td> <td></td> <td></td> <td></td> <td></td> </tr> </table>								F. G. Allen			2300					H. W. Margiss			1920					H. G. Allphin			80					Jay Flunley			300					Ralph Conger			1100				
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H. G. Allphin			80																																												
Jay Flunley			300																																												
Ralph Conger			1100																																												
TOTAL SALARIES FOR DEPARTMENT			18,715																																												
<i>Maintenance</i>	<i>Regular</i>		1,900																																												
	<i>Special</i>		450																																												

Balance on March 1 \$ 1877

marking courts (two each) 500

24 tennis nets 200

Court marker 30

Towel room 720

Women's assistance 100

Laundry 150

Office 300

2000

Est. Exp. for Remainder
This year

maint.

Bal. Mar. 1 ————— 1911.67
 less (ap error Bus. Ofc.) 435.

 1476.67

Plus amt in Bal.
 item ————— 400.

 1876.67

Exp. —

Marking counts -	500.
24 T. sets	200.
Marker	30.
Irreg. payroll	820.
Laundry	150.
Office	300
	<hr/>
	\$ 2000*

* Can we limit this to \$1900?

If not, what items are most urgent?

ESTIMATED EXPENSES FOR REMAINDER OF YEAR:

Laundry	\$150.00 ✓
Irregular payroll	850.00
Office supplies	300.00 ✓
Tennis court marker	30.00 ✓
Tennis nets (2 doz.)	200.00 ✓
Marking tennis courts - 24 courts, marked 3 times a week for next 10 weeks, at \$1. per court	720.00
Circulating fan in basement	71.50
New motor for fan in towel room	47.00
Gym mats (men)	500.00
(women)	300.00

200.
100.
500.
2 times
wk.

Mowing & work on
golf course - 150.
Ath. Assn. 67.00

Total estimated expenses for
remainder of 1937-38 - \$3168.50

Unincumbered balance as of Feb. 28, 1938 - \$1911.67

\$ 1256.83

Less _____ 435 ?
ap. error
Bus Ofc.