

Classes

Theory

Skill

Service

Theory	Skill	Service

P.E. Classes

Theory

Fall Spring

Allen

65. 2 37. 2

6 1/2 : 5

200. 3

2

5

Eibel

8 : 15

73. 2

36. 3 ✓

30. 3

100. 3 ✓

312. 3

202. 3 ✓

8

300. 2-4 ?

40. 3 ✓

15

Lapp

13 : 18

74. 2

85. 2

* m 94a. 5

* m 94a. 5

7

90. 2

*

9

Skill

Fall Spring

1a. 1/2 1/2

1c. 1/2

1/3 3/9

av. 4 1/2

46a. 1/2

" 1/2

6

45a. 1/2

46a. 1/2

" 1/2

9

Service

Admin. of Dept.

Coaching

Intramurals

av. 10 hrs. wk.

Research

Superv. Master's theses.

* (with Alphin)

Classes

Theory

Skill

Service

Fall Sem.

Sp. Sem.

Fall Sem.

Sp. Sem.

Alphin F.
*m94a

26 1/2 : 24 1/2

5 *m94a-5

Sp.

Fall

Spring

3a A	1/2	3b A	1/2
3a B	1/2	3b B	1/2
3a C	1/2	3b C	1/2
6a	1/2	6b	1/2
8a	1/2	8b	1/2
		45a B	1/2
31M	5 - 1/2 sem.		18
33M	5 - 1/25 "	av. 21 1/2	

3c A	1/2	3c A	1/2
3c B	1/2	3c B	1/2
6a	1/2	6b	1/2
7a	1/2	8b	1/2
8a	1/2		1/2
32M	5 - 1/2 sem.		
34M	" "		
37	2	27	av. 19 1/2

Rapport

24 1/2 : 23

2a A	1/2	5b	1/2
2a B	1/2	15a A	1/2
5a	1/2	15a B	1/2
42a A	1/2	42a	1/2
42a B	1/2	42b A	1/2
46a A	1/2	42b B	1/2
		48a A	1/2
31M	5 - 1/2 sem.		21
33M	5 - 1/25 "	av. 24 1/2	

15a A	1/2	2a A	1/2
15a B	1/2	2a B	1/2
42a	1/2	5a	1/2
42b	1/2	42b	1/2
42c	1/2	42d	1/2
		45a	1/2
		45c	1/2
32M	5 - 1/2 sem.		21
34M	" "		25
		av. 23	

Conger

4 : 2

35. - 2

89 - 2

82. - 2

4

Hargiss

8 :

75. - 2

41a	1/2
41b	1/2
	6

* With Rapp.)

(over)

P.E. Classes

~~Theory Skill~~

Fall

Spring

Fall

Spring

Allen

Echel

Supp

accept

Report

Report

Foull room: av. 2 hr. daily
Fencing Club + Team: av. 3 hrs. wk
Guard. study = 6 hrs.

Nirgil Wise
16 $\frac{1}{4}$ hrs. incl. Nov. 17
4 $\frac{1}{4}$ hrs. wk.

th.

Face

Sp.

Dumbel

m94a-5

55-3-0

Sk.

Face

Sp.

12a $\frac{1}{2}$ 12e $\frac{1}{2}$

43f $\frac{1}{2}$ 43c $\frac{1}{2}$

44e $\frac{1}{2}$ 44c $\frac{1}{2}$

31W or 33W

?

Acacia

20; 20 $\frac{1}{2}$

62-2

63-2

67-3

68-3

71-2

72-2

83-2

9.

31W-5

32W-5

33W-5 $\frac{1}{10}$ *

~~34W-5~~

①

3aA $\frac{1}{2}$

3aB $\frac{1}{2}$

3f $\frac{1}{2}$

9a $\frac{1}{2}$

9c $\frac{1}{2}$

$\frac{15}{9}$

- 12av.
+ 10*
25 fassen.

②

34a $\frac{1}{2}$

34B $\frac{1}{2}$

3e $\frac{1}{2}$

$\frac{1}{9}$

Sp.

①

1c $\frac{1}{2}$

3b $\frac{1}{2}$

3c $\frac{1}{2}$

3d $\frac{1}{2}$

$\frac{1}{12}$

②

2f $\frac{1}{2}$

3c $\frac{1}{2}$

3d $\frac{1}{2}$

3e $\frac{1}{2}$

14a $\frac{1}{2}$

13 $\frac{1}{2}$

$\frac{1}{12}$
 $\frac{1}{12}$
 $\frac{1}{12}$
 $\frac{1}{12}$

Stapleton

22 $\frac{1}{2}$

m94a-5

39-3

84-3

~~84~~

84-3

13 $\frac{1}{2}$

34W-5

4- $\frac{1}{2}$

45aA $\frac{1}{2}$

45aB $\frac{1}{2}$

$\frac{6}{9}$

4 $\frac{1}{2}$ av. sem.

11c $\frac{1}{2}$

February 24, 1939.

Mr. Harold Claassen,
Associated Press,
Star Building,
Kansas City, Mo.

Dear Mr. Claassen:

It is impossible for me to pick a first and second all-
Big Six selection until the championship play is over.

These preliminary

Fall

Sp.

Byron

19 1/2 : 18

①

20a	1/2
20B	1/2
20h	1/2
20B	1/2
43a	1/2
44a	1/2
<hr/>	
	18

av. 19 1/2

②

1a	1/2
8	1/2
13a	1/2
43a	1/2
" b	1/2
44h	1/2
45ad	1/2
<hr/>	
	21

①

12a	1/2
43a	1/2
43f	1/2
44f	1/2
44a	1/2
<hr/>	
	15

av. 15

②

20d	1/2
20B	1/2
12c	1/2
43f	1/2
43c	1/2
44c	1/2
44h	1/2
<hr/>	
	21

15 hrs. wk 46

10
25

39

18

49

43

24

21 $\frac{1}{2}$

MEMO

ELBEL - Advance rank to Associate Professor?

ALLPHIN - Does he have another year here?

RAPORT - Could he teach any theory classes?

BYRN - Would like to attend the Bennington School of the Dance this summer but thinks the cost is prohibitive (\$350.00); if she does not go there she will go to the University of Wisconsin again.

Conger ? ?

Hargiss - Oatman ? ?

Irregular Payroll

Sept. _____ 58.80

Oct. _____ 262.47

Nov. _____ 291.50

Dec. _____ 260.26

Jan. _____ 234.45

Feb. _____ 186.09

1293.57

In sal. budget - 1200

From Maint. — 93.57

March
April
May

} 600. Est.

\$693.57 to
come from maint.

1831.76
93.57

1925.33

1831.26
467.89

2299.15

3846.14
2299.15

1547

2155
~~22~~

2177
~~4~~

2177
2600

1476.35

~~700~~ irreg. payroll
~~100~~ Laundry
~~10~~ Subscr.
~~100~~ Postage
~~15~~ Tel. Tel.
~~75~~ Ofc.

250
150

400

145
75

220

250 Reptmant
150

400 Sub Sup

2787

550
72
30
1900

2787

Raymond Nichols has arranged for
your budget conference to be held at 3 o'clock
on Friday afternoon, March 24.

Revised budget conference schedule.

Kindly notice the change of date for
your conference.

RN

BUDGET CONFERENCE SCHEDULE
for 1939-'40

Saturday, March 11

9:00--Men's Adv. & Food Lab.
10:00--Women's Adv. & Corbin
11:00--Graduate Adm.

Monday, March 13

9:30--Bldgs. & Grounds
2:00--Health Service
3:00--Journ. Press

Tuesday, March 14

9:30--Libraries
2:00--Registrar
3:00--Adv. Standing
3:30--Bursar

Wednesday, March 15

10:30--Public Sch. Music
2:00--Anatomy
3:00--Biochemistry

Thursday, March 16

10:30--Design
2:00--Violin & Orch.
3:00--Organ & Theory
4:00--Piano

Friday, March 17

10:30--Pharm. & Drug. Lab.
2:00--~~Library~~
4:00--Museum of Mammals
4:30--Museum of Paleon.

Saturday, March 18

9:00--Band
10:00--Voice
10:30--Draw. & Painting
11:00--Fine Arts Adm.

Monday, March 20

9:30--Min. & Metal. Engr.
10:30--Applied Mechanics
2:00--Civil Engr.
3:00--Mechanical Engr.
4:00--Machine Constr.

Tuesday, March 21

10:30--Petroleum Engr.
2:00--Electrical Engr.
3:00--Water Lab. & San. Engr.
4:00--Engineering Drawing
4:30--Engineering Adm.

Wednesday, March 22

9:30--Architecture
10:30--Chemical Engr.
2:00--Bacteriology
3:00--Physiology

Thursday, March 23

10:30--Law
2:00--~~Economics~~ Phys. Educ.
3:30--~~Journalism~~

Friday, March 24

9:30--Athletics
10:30--Military Science
11:00--College Adm.
2:00--~~Phys. Educ.~~ Journalism
3:00--Sociology

Saturday, March 25

~~9:00--Thayer Museum~~
9:30--~~Wilcox Museum~~

Monday, March 27

9:30--Psych. Tests
10:00--Appointment Bureau
10:30--Education Clinic
11:00--Oread Tr. School
2:00--Education

Monday, April 3

9:30--Zoology
11:00--Home Economics
2:00--Romance Lang.
3:30--German

Tuesday, April 4

10:30--Chemistry
2:00--Entomology
3:00--Psychology

Wednesday, April 5

10:30--Physics
2:00--Botany
3:00--Geological Survey & Geol.

Thursday, April 6

10:30--Speech
2:00--Mathematics
3:00--Political Science

Friday, April 7

10:30--History
2:00--Philosophy
3:00--~~Sociology~~ Economics
4:00--Latin & Greek

Saturday, April 8

9:00--Extension

Monday, April 10

9:30--Chancellor's Off.
9:45--Committee Expense
10:00--CSEP Office
10:30--News Bureau
11:15--Alumni Assn.
2:00--Endowment Assn.
2:30--Aids & Awards
3:00--Weights & Meas.
3:30--Marshal

Tuesday, April 11

10:30--English

Wednesday, April 12

9:00--Medicine, K. C.

UNIVERSITY OF KANSAS
Lawrence

Office of
The Chancellor

February 28, 1939

TO DEANS AND HEADS OF DEPARTMENTS:

Herewith you will find the schedule for the departmental budget conferences for the year 1939-'40.

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 any information and material bearing on the situation. Presentation of departmental needs in order of importance is highly desirable.

The attached forms on maintenance and assistance expenditures and needs should be filled in and brought to the conference.

The conferences will be held in the Chancellor's Office. Because of the late start, the schedule is crowded. Departments that miss their places in the schedule may have to wait for other appointments.

Cordially yours ,

E. H. LINDLEY,
Chancellor

Enc.

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Wednesday, April 12

9:00--Medicine, K. C.

Perm. Egypt Laundry Lab. Supplies etc

>	58.25	Chair		8.00
	<u>179.82</u>	Mats	4.80	4.62
>	126.00	T. Nets	.41	15.60
>	12.00	ver Blind	6.75	31.03 -
>	2.80	- sheep	5.72	1.12
>	13.20	roll netting	29.90	37.62
>	7.80	- lock table	23.30	9.95
>	45.00	- Fence mesh	32.73	16.81
>	30.50	- File + Lock	<u>903.61</u>	9.00
>	296.00	towels	add	1.80
>	18.00	- + Bus road	May	8.97
>	19.70	- net netting	May	.50
>	3.14	- encumbring		6.44
>	1.20	- shears		8.40
>	39.20	- piano truck		1.50
>	55.15	- nets Copland + sled		5.89
>	22.96	- op tables		5.50
>	8.70	- tables		.50
>	23.00	- c. tables		3.10
>	11.58	- c. tables		9.65
>	31.50	- P. netting		5.50
>	7.50	- Tables		5.30
>	21.14	- File		6.75
>	61.95	- 3 chairs		34.00
				.90
				5.90
				1.25
				6.00 - lime
				6.00 - "
				5.85
				184

8
B
12
6

21.96
2.25
24.01
1.25
50.00 Sew. Pool dec.
107.41 fan
95.57 motor for fan
1399.54

267.75

15
15
5

aug - 137.00
sept - 948.50
oct. - 76.50
 30.60
Nov. - 19.35
Dec. - .75
jan. - 4.00

1,216.90 From Fees.

In. Checks: 32.60
 12.04
 6.30

50.94

Printing

Travel

Feb - July

Fr. Exp

22.00 ✓

3.60

3.73

6.87

1.73

1.80

1.44

2.45

3.83

1.70

1.20

7.15

2.30

4.95

4.51

1.67

28.52 ✓

2.30

1.88

30.40

22.71 ✓

Exp. To March 1

Office Supplies ————— 145.51

Postage ————— 107.29

Perm. Equipment ————— 1399.54

Laundry ————— 103.61

Lab. Supplies ————— 267.75

Rep. & Maint. ————— 136.93

Subs. & Mbr. ————— 25.82

2186.45

93.57

2280.02

3846.14

1831.76

015681
05829
029121

192.26
2756.3
467.89

145.51
 107.29
 22.00
 28.52
 22.71
 966.74
 267.75
 136.93
 103.61
 25.82

1829.88

Exp.
 maint.

1831.76
1.88

3167.64
 1829.88

1337.76
 Bal. 93.57 irreg. pr.

 1244.19

\$700 of this needed
 for irreg. payroll
 for rem. of sem.
 \$75. for laundry

Office Supplies

To mail!

Postage

Printing

	78.09
.80	8.60
.90	1.70
.75	.80
2.15	4.45
2.00	3.54
1.30	6.80
.55	.80
5.55	.72
.90	1.20
1.38	5.35
5.56	1.50
.90	.48
5.20	4.25
1.38	3.05
.25	.65
.72	.90
.58	1.50
7.00	.75
2.85	6.75
.50	.80
4.25	1.25
1.12	.55
3.30	7.20
1.20	.80
1.10	<hr/>
9.15	140.48
6.60	4.50
1.20	<hr/>
.35	53
.65	<hr/>
.80	145.51 ✓
.80	
.70	
3.90	
1.50	
.25	
<hr/>	

11.00
3.00
10.00
9.00
3.00
1.00
2.00
1.50
9.00
1.25
2.00
9.00
.54
3.00
9.00
4.00
4.50
6.00
9.00
2.00
1.50
6.00
<hr/>
\$107.29 ~

Repairs & Maint.

8.50
11.00
12.50
1.00
2.50
8.39
2.00
7.50

2.52

5.29

1.50

4.71

.12

6.25

7.14

1.88

.36

.90

13.84

.56

34.48 - Marking T. Counts

136.93 ✓

Subscr. + Membrs.

1.00 Hygiene

1.00

2.00

5.00

2.70

2.00

2.00

3.06 Raus

3.06 "

4.00 SS "

25.82 ✓

DEPARTMENT OF PHYSICAL EDUCATION

LAUNDRY

1936-37
Sept. to May, incl.

Men	\$221.53
Women	<u>84.07</u>
Total	\$305.60

1937-38
July to Feb., incl.

Men	\$171.79
Women	<u>52.13</u>
	\$223.92

Ave. for 9 mos. - \$33.95

Ave. for 6 mos. - \$37.32

Towel fees received -
@ 50¢ per student - \$1292.25

Towel fees received -
@ 75¢ per student - \$1889.50

Irregular payroll —

Total for $5\frac{1}{2}$ mos. (Sept. to Feb. incl.) 1333.71

Average per mo. ————— 242.50

Jewel room service — 548.22

Student assistance — 785.49

—————
1333.71

Will need, on basis of above average,

for remaining $3\frac{1}{2}$ months — 848.75

Neto - \$ 24
—————
192.

150.
420.
30

DEPARTMENT OF PHYSICAL EDUCATION
1937-38

EXPENDITURES TO MARCH 1, 1938

Maintenance \$1690.94

Special Maintenance
(\$450 allowed for drainage of tennis courts)

Expended for material - \$171.00

" " labor - 184.85

\$355.85 - this

amount is included in above total for maintenance expenditures. The balance in this Special Maintenance fund will undoubtedly be used to complete work on this project. Due to settling of ground this spring additional work will be necessary.

Irregular payroll:

September	\$68.03	
October	261.37	
November	257.48	
December	334.59*	
January	187.14	
February	225.10	
Total	<u>1333.71</u>	\$1333.71**

* Increase in December due to extra labor employed to clean and paint men's towel room.

** Average for $5\frac{1}{2}$ months is \$242.50 per month. On this basis we will need approximately \$848.75 for the remaining $3\frac{1}{2}$ months of the academic year.

DEPARTMENT OF PHYSICAL EDUCATION

MAINTENANCE APPROPRIATIONS	<u>1936-37</u>	<u>1937-38</u>
Regular Maintenance	\$3000	\$1900
Special Maintenance	500	450
<i>(Spec. Maint this year - football field - 500)</i>		
RECEIVED IN FEES	1292.25*	1889.50**

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

ESTIMATED EXPENDITURES FOR 1938-39

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

3450.

1900
1900
3800
800
4600.
3450
1150

DEPARTMENT OF PHYSICAL EDUCATION
1937-38

Emergency Expenditures for Permanent
Equipment

I. Miscellaneous Equipment for Gymnasium

Lumber for reflooring corrective room	\$47.25
2 electric clocks for men's & women's gym.	20.30
1 piano truck	39.20
Rubber matting	27.21
Soap dispensers (shower rooms)	22.47

Total \$156.43

II. Equipment for new Office of Physical Education

2 desks	\$97.46
1 cabinet	19.55
1 typewriter	92.81
1 table	13.05
2 lamps	14.76
1 desk top	5.75
1 telephone extension arm	8.00

Total \$251.38

III. Equipment for Towel Room; also Cleaning & Painting

Metal cabinets for towels and storage of play equipment (balls, horseshoes, bats, boxing gloves, etc.)	\$107.10
Clothing cabinets (for majors' uniforms)	10.00
Metal baskets for soiled towels	13.53

Total \$130.63

Grand Total for Emergency Expenditures \$538.44

DEPARTMENT OF PHYSICAL EDUCATION
1937-38

Emergency Expenditures for Permanent Equipment

60.
12.
130.80
185.
112.
26.
90.
175.

I. Miscellaneous Equipment for Gymnasium

47.25	Rubber for reflooring corrective room
20.30	2 electric clocks for men's & women's gym.
22.20	1 piano truck
27.21	Rubber matting
22.47	Soap dispensers (shower rooms)

\$156.43

Total

II. Equipment for new Office of Physical Education

27.48	2 desks
12.55	1 cabinet
22.81	1 typewriter
12.05	1 table
14.76	2 lamps
5.75	1 desk top
8.00	1 telephone extension arm

\$81.58

Total

III. Equipment for Towel Room; also Cleaning & Painting

107.10	Metal cabinets for towels and storage of play equipment (balls, horseshoes, bats, boxing gloves, etc.)
10.00	Clothing cabinets (for majors' uniforms)
12.23	Metal baskets for soiled towels

\$130.63

Total

\$288.44

Grand Total for Emergency Expenditures