

November 13, 1940

Mr. Raymond Nichols
Executive Secretary
Chancellor's Office
University of Kansas

Dear Ray:

Miss Hoover and I have conversed regarding Miss Dunkel's tenure and we feel it is very much better to make the change earlier in the year than later.

The enclosed carbon copy to the Chancellor is self-explanatory. Miss Hoover and I will endeavor to make recommendations to the Chancellor upon the best available candidates.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg

November 9, 1940

Chancellor Deane W. Malott
Frank Strong Hall
University of Kansas

Dear Chancellor Malott:

I am sending you a copy of the letter that I wrote Miss Dunkel regarding her first letter to me informing me of her desire to be married. I am also enclosing a copy of her letter to me, sent by registered mail.

Perhaps you may want to discuss the matter with her or with me. So far as I am concerned, if she persists in her desire to resign at the beginning of the second semester, I am in favor of dismissing her at once.

I would be glad to talk with you.

Very cordially yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
Encs.

UNIVERSITY OF KANSAS
LAWRENCE

DEPARTMENT OF PHYSICAL EDUCATION

November 6
1 9 4 0

Dr. Forrest C. Allen
Director of Physical Education
University of Kansas

Dear Dr. Allen:

Received your letter of October 29 and I was quite surprised at both the contents and the tone, as I feel that I've been more than fair in giving over three months notice.

I would like to leave with good feeling and that is why I told you of my intentions as early as October 15.

I am sorry that you do not see fit to accept my resignation in a more cooperative spirit, but I feel that the decision of marriage is of most importance and not merely a matter of my convenience, so, I've made up my mind not to return second semester.

As to finding a person to fill my vacancy and to outlining my work for this person, I will be glad to do all in my power.

Sincerely,

Catherine Dunkel

Catherine Dunkel

CD:EEH

October 18, 1940

Chancellor Deane W. Malott
Frank Strong Hall
University of Kansas

Dear Chancellor Malott:

I am sending you the appointment blank for John Cress, 2710 N. Mildred, Chicago, Illinois, as an assistant instructor in the Department of Physical Education.

Mr. Cress desires to do graduate work in Physical Education. His duties in our Department, of course, will be only part-time, but will help us out considerably under the situation that we now face. All of our men are doing double duty, endeavoring to carry on until Mr. Cress arrives on October 20.

This recommendation has the endorsement of Dean Schwegler and Dean Stouffer, as well as the Head of the Department.

Very cordially yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
Enc.

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

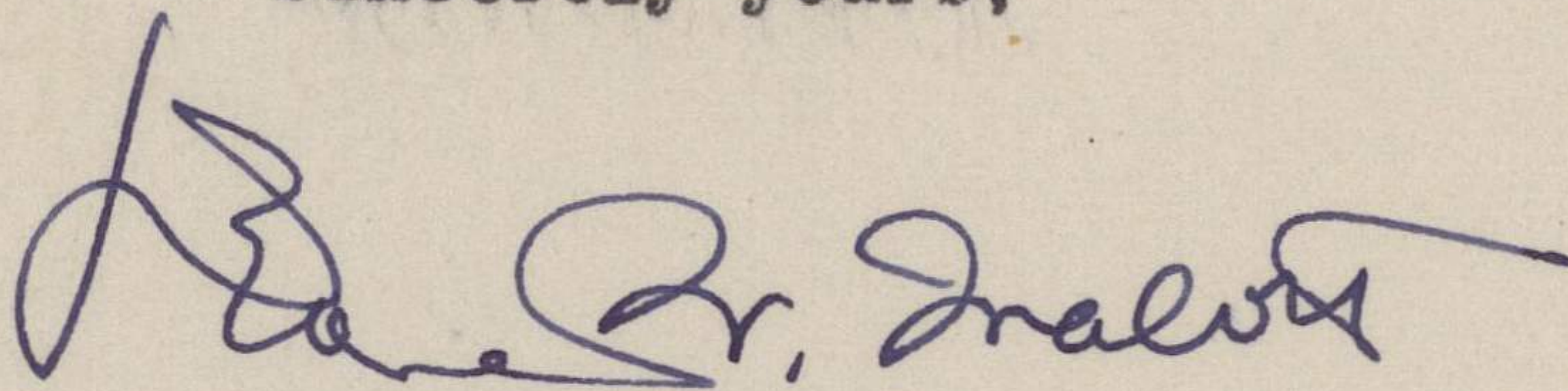
October 17, 1940

Dr. F. C. Allen
University of Kansas

Dear Phog:

Thank you very much for the notice in regard to the faculty women and the University dames, and also for sending me a copy of Miss Hoover's letter about the first square dance party. I shall be interested in knowing how the thing goes.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "Deane W. Malott". The signature is fluid and cursive, with a long horizontal stroke at the end.

Deane W. Malott,
Chancellor

DWM:R

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

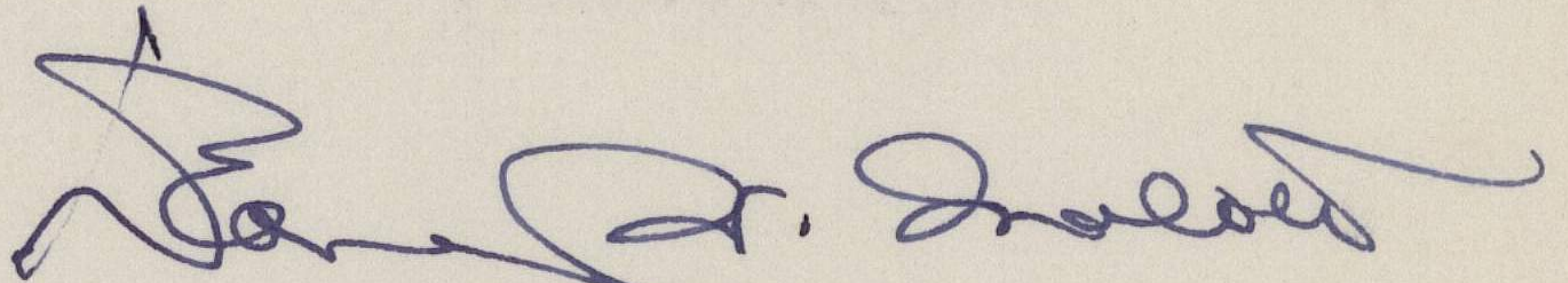
October 17, 1940

Dr. F. C. Allen
University of Kansas

Dear Phog:

I hadn't heard anything about your pump at all,
but am glad to know that your chances of continued
existence are fairly good. I am glad to know at firsthand
that you are all right, should any rumors float my way.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Deane W. Malott", with a stylized flourish at the end.

Deane W. Malott,
Chancellor

DWM:R

October 15, 1940

Chancellor Deane W. Malott
Frank Strong Hall
University of Kansas

Dear Chancellor Malott:

I am enclosing copy of a letter that I have received from Miss Ruth I. Hoover, telling about the results of the first Square Dance Party, at which the faculty dames and other students are invited.

I thought this might interest you and would also show you the activity of our group on the women's side.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg

Enc.

October 10, 1940

Chancellor Deane W. Malott
Frank Strong Hall
University of Kansas

Dear Chancellor Malott:

I am sending you a "Come and Play" notice
for faculty women and University games.

I want you to know that your suggestion
struck a responsive chord and we are on the way.

Very cordially yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
Enc.

October 8, 1940

Chancellor Deane W. Malott
223 Frank Strong
University of Kansas

Dear Chancellor Malott:

It seems to me as if I have been receiving much, too much, undeserved sympathy from some well intentioned people in our metropolis. Rumors have been going around the past year or so that I am a sick man and it will not be long before I will be in a lying position looking up at the daisy sheets. Grapevine rumor has it that the center of Phog Allen's circulatory system, otherwise known as the cardiac pump, is selling him short.

If I felt any better I might get arrested. Only last week one of the leading citizens of this town, who does have some cardiac trouble, came to my home. He reported that some friends visited him last winter and stated that Dyle O'Neal, Dr. Snyder and Phog Allen all had some very bad hearts and might drop off any day. They mentioned the fact that Swede Carlson went this way and that if the said F.C. did not behave and go slower he would go away with the rest of them.

I do not like to have such gross misstatements out before the public and it is for that reason I am writing you this letter. Some five years ago I applied for a \$30,000 annuity in a small mutual company which had suffered a great many very large losses. It was the policy of said company to cut down on their annuities and I was turned down, the excuse being that I had an enlarged heart.

Three years ago Warren Woody, Manager of the Equitable in New York, with offices on 20 LaSalle Street, Chicago, wrote a twenty-year endowment policy for me for \$25,000. I went through a very rigid inspection in Chicago by the Equitable's head medical examiner, and every test was given me that the Equitable can put a fellow through. After spending one day in doing all the dices that a fellow is subjected to, I passed with flying colors. Electro-cardiograms, fluoroscopes, chest pictures and many different tests were gone through with, but with very satisfactory results.

Just a few months prior to this chest examination, Dr. Lawrence Nelson of the Salina Clinic ran an electro-cardiogram on my heart at Salina and he pronounced me quite a healthy specimen. So I guess I have been getting too much sympathy from people who do not know the whole truth.

Perhaps you have not heard a word about it, but I wanted you to know that I am in good shape to play on your team.

Very cordially yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg

cc: Mr. Henry
Athletic Board
Budget Committee

October 8, 1940

Chancellor Deane W. Hallett
228 Frank Strong
University of Kansas

Dear Chancellor Hallett:

It seems to me as if I have been receiving much, too much, undeserved sympathy from some well intentioned people in our metropolis. Rumors have been going around the past year or so that I am a sick man and it will not be long before I will be in a lying position looking up at the daisy shoots. Grapevine rumor has it that the center of Hog Allen's circulatory system; otherwise known as the cardiac pump, is colling him short.

If I felt any better I might get arrested. Only last week one of the leading citizens of this town, who does have some cardiac trouble, came to my home. He reported that some friends visited him last winter and stated that Lyke O'Neal, Mr. Snyder and Hog Allen all had some very bad hearts and might drop off any day. They mentioned the fact that Swede Carlson went this way and that if the said F.C. did not believe and go slower he would go away with the rest of them.

I do not like to have such gross misstatements out before the public and it is for that reason I am writing you this letter. Some five years ago I applied for a \$30,000 annuity in a small mutual company which had suffered a great many very large losses. It was the policy of said company to cut down on their annuities and I was turned down, the excuse being that I had an enlarged heart.

Three years ago Warren Woody, Manager of the Equitable in New York, with offices on 20 LaSalle Street, Chicago, wrote a twenty-year endowment policy for me for \$25,000. I went through a very rigid inspection in Chicago by the Equitable's head medical examiner, and every test was given me that the Equitable can put a fellow through. After spending one day in doing all the dicos that a fellow is subjected to, I passed with flying colors. Electro-cardiograms, fluoroscopes, chest pictures and many different tests were gone through with, but with very satisfactory results.

Just a few months prior to this chest examination, Dr. Lawrence Nelson of the Salina Clinic ran an electro-cardiogram on my heart at Salina and he pronounced me quite a healthy specimen. So I guess I have been getting too much sympathy from people who do not know the whole truth.

Perhaps you have not heard a word about it, but I wanted you to know that I am in good shape to play on your team.

Very cordially yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

PGA:lg

cc: Mr. Henry; Athletic Board; Budget Committee

October 8, 1940

Chancellor Deane W. Malott
223 Frank Strong
University of Kansas

Dear Chancellor Malott:

It seems to me as if I have been receiving much, too much, undeserved sympathy from some well intentioned people in our metropolis. Rumors have been going around the past year or so that I am a sick man and it will not be long before I will be in a lying position looking up at the daisy shoots. Grapevine rumor has it that the center of Phog Allen's circulatory system; otherwise known as the cardiac pump, is selling him short.

If I felt any better I might get arrested. Only last week one of the leading citizens of this town, who does have some cardiac trouble, came to my home. He reported that some friends visited him last winter and stated that Dyke O'Neal, Dr. Snyder and Phog Allen all had some very bad hearts and might drop off any day. They mentioned the fact that Swede Carlson went this way and that if the said F.C. did not behave and go slower he would go away with the rest of them.

I do not like to have such gross misstatements out before the public and it is for that reason I am writing you this letter. Some five years ago I applied for a \$30,000 annuity in a small mutual company which had suffered a great many very large losses. It was the policy of said company to cut down on their annuities and I was turned down, the excuse being that I had an enlarged heart.

Three years ago Warren Woody, Manager of the Equitable in New York, with offices on 20 LaSalle Street, Chicago, wrote a twenty-year endowment policy for me for \$25,000. I went through a very rigid inspection in Chicago by the Equitable's head medical examiner, and every test was given me that the Equitable can put a fellow through. After spending one day in doing all the didoes that a fellow is subjected to, I passed with flying colors. Electro-cardiograms, fluoroscopes, chest pictures and many different tests were gone through with, but with very satisfactory results.

Just a few months prior to this chest examination, Dr. Lawrence Nelson of the Salina Clinic ran an electro-cardiogram on my heart at Salina and he pronounced me quite a healthy specimen. So I guess I have been getting too much sympathy from people who do not know the whole truth.

Perhaps you have not heard a word about it, but I wanted you to know that I am in good shape to play on your team.

Very cordially yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
cc: Mr. Henry
Athletic Board
Budget Committee

October 8, 1940

Chancellor Deane W. Halott
223 Frank Strong
University of Kansas

Dear Chancellor Halott:

It seems to me as if I have been receiving much, too much, undeserved sympathy from some well intentioned people in our metropolis. Rumors have been going around the past year or so that I am a sick man and it will not be long before I will be in a lying position looking up at the daisy shoots. Grapevine rumor has it that the center of Phog Allen's circulatory system; otherwise known as the cardiac pump, is selling him short.

If I felt any better I might get arrested. Only last week one of the leading citizens of this town, who does have some cardiac trouble, came to my home. He reported that some friends visited him last winter and stated that Dyke O'Neal, Dr. Snyder and Phog Allen all had some very bad hearts and might drop off any day. They mentioned the fact that Swede Carlson went this way and that if the said F.C. did not behave and go slower he would go away with the rest of them.

I do not like to have such gross misstatements out before the public and it is for that reason I am writing you this letter. Some five years ago I applied for a \$30,000 annuity in a small mutual company which had suffered a great many very large losses. It was the policy of said company to cut down on their annuities and I was turned down, the excuse being that I had an enlarged heart.

Three years ago Warren Woody, Manager of the Equitable in New York, with offices on 20 LaSalle Street, Chicago, wrote a twenty-year endowment policy for me for \$25,000. I went through a very rigid inspection in Chicago by the Equitable's head medical examiner, and every test was given me that the Equitable can put a fellow through. After spending one day in doing all the dices that a fellow is subjected to, I passed with flying colors. Electro-cardiograms, fluoroscopes, chest pictures and many different tests were gone through with, but with very satisfactory results.

Just a few months prior to this chest examination, Dr. Lawrence Nelson of the Salina Clinic ran an electro-cardiogram on my heart at Salina and he pronounced me quite a healthy specimen. So I guess I have been getting too much sympathy from people who do not know the whole truth.

Perhaps you have not heard a word about it, but I wanted you to know that I am in good shape to play on your team.

Very cordially yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
cc: Mr. Henry
Athletic Board
Budget Committee

October 2, 1940

Delivered by "Male"

Chancellor Deane W. Malott
University of Kansas
Lawrence, Kansas

Dear Chancellor Malott:

This is no reflection on the United States Government mail service or the University's mail service, but we are seeing that you get this communication which was dated September 24, and which went to all faculty members, and of course, by all means it should have been delivered to the Chancellor.

You can see that we used your name (we hope not in vain), and we trust that you will join Burt DeGroot's class. The faculty had a great turnout last night and they seem to thoroughly enjoy their gest.

We will gladly take care of the faculty Dames. We think we can get a young dame from the Physical Education Department to gladly stimulate the interest.

Thank you for calling our attention to something we like to do.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
Enc.

September 23, 1940

Chancellor Deane W. Malott
Frank Strong Hall
University of Kansas

Dear Chancellor Malott:

I am sending you a carbon copy of a letter that I have this day received from Herbert G. Allphin, 536 Spurgeon Street, Fort Worth, Texas.

I will await your call when and if you think it is necessary for me to consult with you or Mr. Raymond Nichols. I should like to reply to Mr. Allphin sometime this week.

Very cordially yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
Enc.

COPY

COPY

COPY

Sept. 21, 1940

Dr. F. C. Allen
University of Kansas
Lawrence, Kansas

Dear Sir:

Wish to acknowledge receipt of your recent wire. You said answer by Western Union, but did not say wire collect, therefore I did not feel able financially to do it at my own expense. I was unable to report for class Friday as you suggested.

Since my salary there has been reduced materially, I thought maybe you might be willing to carry me on the pay roll during the coming school year. I think there are a few that have been carried on the pay roll one way or the other. If a deal of this nature can be arranged, it would be a great help to me in getting adjusted elsewhere.

Before I resign formally, there is a matter I would like to have brought to the attention of the University. I came to Kansas University in the fall of 1925 at a salary of \$2200 for twelve months. The fiscal year on the contract reads from September 1925. ~~On~~ July 1st 1926 the contract was changed to read fiscal year from July 1st.

This case carries the same status as that of Cappon, Steele, Lookabaugh and Sabe. According to my addition I have \$366.66 due me from the University of Kansas. What do you intend to do about it?

Very truly yours,

Herbert G. Allphin
536 Spurgeon
Ft. Worth, Texas

University of Kansas
Lawrence

Office of
The Chancellor

September 23, 1940

TO THE FACULTY AND EMPLOYEES:

Pursuant to a regulation of the Board of Regents, each member of the Faculty and each employee of the University is required to be given an annual tuberculin test.

This regulation is designed for the further protection of our students against tuberculosis, and will be offered by the Watkins Memorial Hospital, on the Hill.

Please report to the hospital at your earliest convenience between the hours of 8 to 12 a.m. and 2 to 6 p.m. Monday to Friday inclusive or from 8 to 12 a.m. on Saturday.

The test consists of a minute skin injection. If the test is positive a slight irritation will be produced. It will be necessary to return to the hospital in two days for observation of the test.

Those having a positive reaction, indicating sensitivity to the tubercle bacilli, will be X-rayed as a further check. Positive reaction does not at all necessarily indicate tuberculosis.

No charge will be made for the tuberculin, X-ray, or laboratory tests necessary to establish diagnosis.

For uniformity of examination, the tests and X-ray must be taken at the student hospital; subsequent examination, if indicated, may be done by your family physician or a chest specialist.

Please do not be alarmed at this requirement. I have taken the test and assure you it is merely a nuisance, but I believe a worth-while one in the protection afforded for us all.

Your prompt cooperation will save time and bother for us all. Just go to the hospital at the first opportunity during the hours indicated; the hospital will do its best to make your visit brief.

Sincerely yours,

DEANE W. MALOTT,
Chancellor

September 17, 1940

Chancellor Deane W. Malott
Frank Strong Hall
University of Kansas

Dear Chancellor Malott:

Enclosed please find copy of night letter
that I have wired Mr. Herbert G. Allphin, 536 Spurgeon
Street, Fort Worth, Texas.

I trust this meets with your approval.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg
Enc.

NIGHT LETTER
SEPTEMBER 17, 1940

MR. HERBERT G. ALLPHIN
536 SPURGEON STREET
FORT WORTH, TEXAS

YOUR LETTER RECEIVED MONDAY SIXTEENTH. INASMUCH AS OUR SCHOOL
WORK HAS ALREADY STARTED AND SINCE ABSENCES SUCH AS YOURS
ARE EXCUSABLE ONLY BY ILLNESS I SEE BUT TWO ALTERNATIVES
POSSIBLE: FIRST, PLEASE PRESENT YOURSELF HERE FOR OUR
OPENING CLASSES FRIDAY OR SECONDLY, IN VIEW OF PART-TIME
TENURE HERE I WOULD SUGGEST YOUR RESIGNATION AND YOUR
ENDEAVOR TO LOCATE PERMANENTLY ELSEWHERE. REPLY WESTERN
UNION.

Forrest C. Allen

Chris 5 4

University of Kansas
Lawrence

Office of
The Chancellor

September 16, 1940

TO THE FACULTY:

The annual Opening Exercises will be held Friday morning, September 20, in Hoch Auditorium.

I feel very strongly that it is the duty of every member of the instructional staff to be present and in the procession. The University makes comparatively few demands of this sort upon us -- an Opening Convocation, the Baccalaureate exercises, and Commencement.

The Opening Exercises cannot be very impressive unless we all participate. It is the first time the new students meet with us. I feel some embarrassment in urging your attendance to listen to me speak! But I at least promise to be brief!!

All members of the Faculty are requested to assemble in the first-floor corridor of Frank Strong Hall at 9:50 and march together to the Auditorium. Academic dress will not be worn. In case of rain, please go directly to the Auditorium and find seats on the stage.

The convocation will start at 10 o'clock and classes will follow this schedule.

First period.....	8:30	to	9:05
Second period.....	9:15	to	9:50
Convocation.....	10:00	to	10:50
Third period.....	11:00	to	11:35
Fourth period.....	11:45	to	12:20

Sincerely yours,

DEANE W. MALOTT,
Chancellor

UNIVERSITY OF KANSAS
Lawrence

Office of
The Chancellor

June 20, 1940

TO DEANS AND HEADS OF DEPARTMENTS:

Some months ago at the request of this office a committee of deans in the University made a study of the matter of retirement from administrative duties. The various deans have met with me for the purpose of further discussion of this problem.

Upon their recommendation, and in light of the general approval of a retirement plan as shown in the minutes of the Senate for May 20, 1935, the following policy will go into effect as of July 1, 1941:

Academic administrative officers--deans and department heads--shall retire at sixty-five from their administrative duties but carry on full teaching loads thereafter;--except that on the initiative of the Chancellor in exceptional circumstances the individual may be continued in administrative work for a year at a time up to age seventy.

DEANE W. MALOTT,
Chancellor

University of Kansas
Lawrence

Office of
The Chancellor

June 19, 1940

TO DEANS AND HEADS OF DEPARTMENTS:

In order to keep within the out-of-state travel allowance set by the Board of Regents it is necessary for us to make up a budget for the fiscal year starting July 1, 1940.

Will you kindly send to my office not later than Monday, June 24, a list of out-of-state trips which you believe members of your staff should make next year at state expense. This should include the name of the individual, the purpose of the trip, the approximate dates and probable place, and the estimated total cost distributed between railroad fare, Pullman, hotel room, and meals. Please make your report on the attached form.

Trips made under grants from the Graduate Research fund should not be included. These items will be covered in the request from the Graduate School.

There is a law at present in force requiring that we file with the State Auditor the advance written approval of the Board of Regents for all out-of-state travel. Requests made after the 1940-41 travel budget is approved should be anticipated far enough in advance for their inclusion in the regular Board of Regents minutes, which are written on the 15th of each month.

DEANE W. MALOTT,
Chancellor

These forms should have been attached
to the letter you received from this office
concerning out-of-state travel

OUT-OF-STATE TRAVEL REQUESTS FOR 1940-41

Name of Person	Name of Association	Place	Dates	Rail Fare	Pull- man	Hotel Room	Meals

Date

Department Head

May 21, 1940.

Chancellor Deane W. Malott,
University of Kansas.

Dear Chancellor Malott:

Replying to the carbon copy of Dr. Canuteson's letter of May 20th, I wish to say that it was our thought from the beginning to have the horse show in the pasture south of the campus where Mr. Bayles pastures the horses used in his department. I had talked to Mr. Bayles about this, and secured his permission to use this space for the horse show.

I share Dr. Canuteson's concern about the danger of tetanus infection, but we had no notion of using the intramural playing field for the horses. Dr. Canuteson told me that he read in the Kansan that the horse show was to be on the intramural field, but this was an error. We had previously made arrangements with Mr. Bayles to use the pasture.

Very sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:11

UNIVERSITY OF KANSAS
HEALTH SERVICE
LAWRENCE, KANSAS

May 20, 1940

Dr. F. C. Allen
Professor of Physical Education
University of Kansas

Dear Dr. Allen,

Finding that you were out of town Saturday May 18 I talked to Mr. DeGroot relative to the advisability of holding the horse show on the intramural playing field. There is a very real danger of infecting the field with tetanus spores, and I would strongly recommend that horses not be allowed on the field.

As you have long recognized in the care of the Stadium field, use of artificial fertilizer and motor equipment is important in avoiding animal contamination of the field.

Sincerely,

Ralph I. Canuteson

Ralph I. Canuteson, M. D.
Director, Health Service

RIC:s
Copy to Chancellor Malott