

July 12, 1938.

Mr. Raymond Nichols,
Chancellor's Office,
University of Kansas.

Dear Mr. Nichols:

You will probably recall that early in the spring we suggested that the walls of the swimming pool be redecorated this summer. One of the University painters has submitted a design, and estimated that the job would cost around \$150.00. I am sending his design to you so that you may see what we have in mind.

I believe it very much worth while to do anything we can to improve the appearance of the swimming pool. It needs painting badly, and this tropical scenery painted on the walls would add greatly to its attractiveness.

If the cost of this job could be handled through Mr. Bayles' budget, we would, of course, be deeply grateful. I believe you once mentioned such a possibility.

In this connection I would like to call attention to the men's bath room in the basement of the gymnasium. This room is entirely walled up with tile, and this tile needs painting very badly. I am wondering if this also could be done during the summer.

We shall appreciate anything you can do for us.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

July 13, 1938.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

I am enclosing an announcement of the National Recreation Congress which meets in Pittsburgh, Pennsylvania, on October 3 - 7. I would like very much to attend this meeting this coming year, and would appreciate it if the University would see fit to pay my expenses. I am well acquainted with most of the national leaders connected with this organization.

Last year you were kind enough to approve payment of my railroad fare and pullman to Atlanta for the national meeting of the American Association for Health and Physical Education. I paid my own hotel and living expenses. I also attended the sectional meeting of the Physical Education Association at Minneapolis at my own expense, as well as paying my own expenses to the state physical education meeting at Pittsburg, Kansas.

I am endeavoring to do the best job possible in helping our department serve the people of our territory. I would appreciate your cooperation if you feel that the budget can stand it.

With appreciation of your consideration, I am

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

July 15, 1938

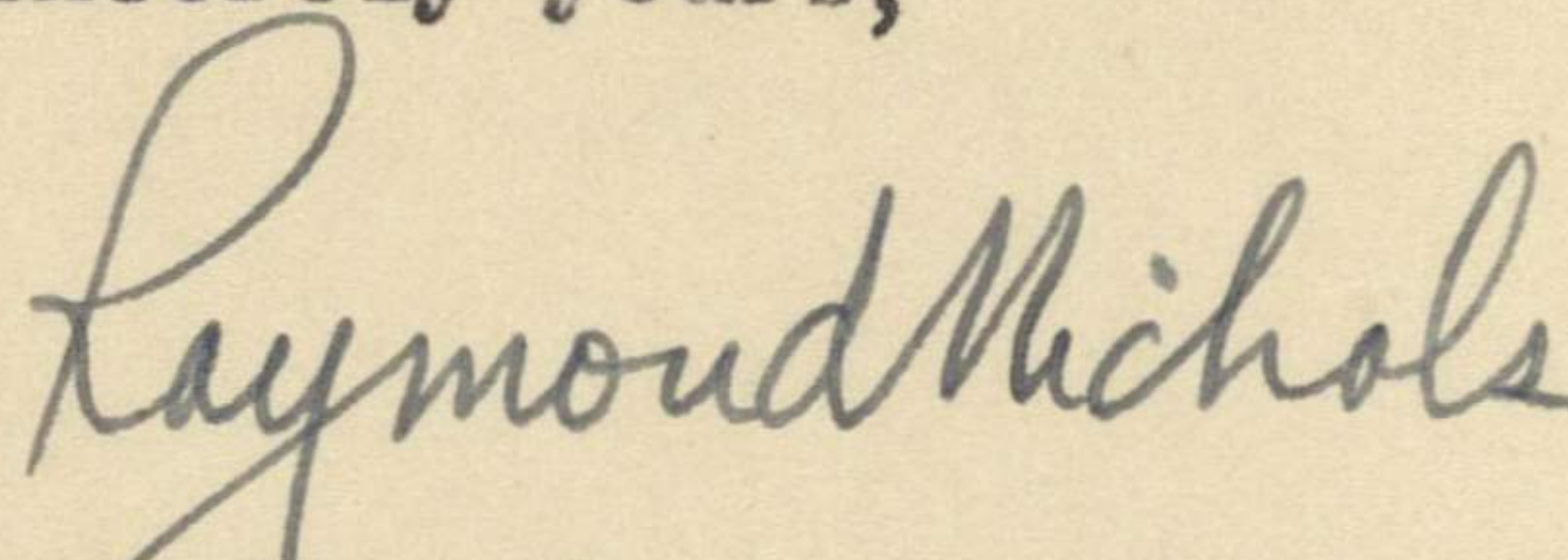
Dr. F. C. Allen
University of Kansas

Dear Dr. Allen:

I regret to advise you that the out-of-state travel budget for 1938-39, recently approved by the Chancellor, does not include an allowance for your attendance at the meeting of the American Association for Health and Physical Education. As a general policy, the budget referred to the Chancellor by the Committee does not include allowance for meetings of a departmental rather than of a divisional nature. In addition, due to our restricted budget, we have not found it possible, in recent years, to send all divisional heads to association meetings every year.

Members of your staff who plan to read papers at association meetings may be eligible for a grant from the Graduate Research travel fund. I suggest that they take this matter up with Dean Stouffer.

Sincerely yours,



Executive Secretary

RN:R

P. S. Your request for an allowance to attend the meeting of the National Recreation Association has just reached me from the Chancellor. I shall be glad to refer it to the Committee at its next meeting, later in the summer.

June 22, 1938.

Mr. Raymond Nichols,
Executive Secretary,
Chancellor's Office.

Dear Ray:

Please find enclosed the personnel of our group that we desire to attend the Central District meeting of the National Health and Physical Education Association at Sioux City, Iowa. For the Sioux City meeting our group expects to go in two cars. We have figured the mileage at 5¢ per mile each way for each car. The hotel and meal allowance is figured as conservatively as possible.

This sectional meeting includes the states of Iowa, Kansas, Missouri, Nebraska, Minnesota, the Dakotas, and Oklahoma. It is a splendid thing for our people to mingle with the leaders in our district.

Last year I attended the state meeting at Pittsburg, Kansas, along with Dr. Lapp, Mr. Alphin, Mr. Raport and Miss Dunkel. Miss Hoover was ill and unable to make the trip, and Mr. Eibel was engrossed in his study for his doctor's work.

Last year Chancellor Lindley was kind enough to send me to Atlanta, Georgia, to the National meeting of the Health and Physical Education Association. I considered that trip a very valuable and worth while one, and greatly appreciated it. I came in very close contact with Dr. Jay B. Nash and Dr. Frank Lloyd of New York University; Dr. Nash is the head there and Dr. Lloyd is very prominent in the work. I also came in close touch with Dr. Jesse Peiring Williams, director of physical education at Columbia University, as well as Dr. Fritz Maroney and Dr. Stock, of Columbia. Dr. Stock is the head of safety education and it is his notion that all safety education should be headed up in the physical education department of universities, colleges and high schools. When our department functions a little more thoroughly I am hoping that safety education can take a real impetus, beginning in our department.

Dr. Fritz Maroney and Dr. McGloy, of Iowa, were both very prominent at the Atlanta meeting. Mr. Anderson, who is one of the speakers on our Educational Conference next Monday, was president of the mid-west association. It was my pleasure to sit in meetings with him at Minneapolis and at Atlanta.

In meeting these men in this way it is not a difficult matter for me to get the newer trends and deeper currents in physical education. I would like very much to attend the San Francisco meeting, if at all possible.

I know the Chancellor is very anxious that the members in our department write. I am calling your attention to the fact that in 1923 I wrote "My Basketball Bible", and in 1929 I wrote the chapter on "Physical Education and Athletics" in Organization and Administration of Higher Education in America. This book was published by Ginn and Company, and edited by President Raymond A. Kent, of the University of Louisville.

In 1937 I wrote "Better Basketball", published by McGraw-Hill Book Company, New York.

I only mention these things to point out that I have been quite busy writing as well as being pretty definitely absorbed in physical education and athletic work.

I will appreciate your and your committee's careful consideration of these requests.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FGA:AH

Forrest C. Allen
Edwin R. Eibel
Vernon W. Lapp
Ruth Hoover
Elizabeth Dunkel
Herbert G. Allphin
James Raport

Central District,
Physical Education
Association

Sioux City, Ia. 4 days
in March
or April

Transportation in 2 cars; mileage from
Lawrence to Sioux City, Iowa, is 365
miles; round trip for two cars, 1460
miles, at 5¢ per mile \$73.00
Meals and Hotel - \$5.00 per day for
7 persons for 4 days \$140.00

Forrest C. Allen

National convention
of American Association
for Health and Physical
Education

San Francisco, 4
California days
in April

\$75.60 \$26.50 \$8.00 \$17.50
round trip both
ways

FOR SIOUX CITY, IOWA - Central District Meeting of National
Health and Physical Education Association

Forrest C. Allen

Edwin R. Elbel

Vernon W. Lapp

Ruth Hoover

Elizabeth Dunkel

Herbert G. Allphin

James Raport

FOR SAN FRANCISCO, CALIFORNIA - National Meeting of
National Health and Physical Education Association

Forrest C. Allen

"My Basketball Bible", 1923

Organization and Administration of
Higher Education in America -
"Physical Education and Athletics"
Edited by Kent, published by Ginn & Co.
1929

"Better Basketball", 1937
McGraw-Hill Book Co. N.Y.

Dr. Stock, Columbia,
Safety Education

Dr. Jay B. Nash

Dr. Lloyd

Dr. Jessie Feiring Williams,
Columbia

Dr. Fritz Maroney

Dr. McCloy
Mr. Anderson,
Recreation Directors

For Sioux City Iowa
District meeting of National Health
and Physical Education
Association.

Harriet Allen

Edwin R. Elbell
Vernon W. Lapp -
Ruth Hoover

Elizabeth Trunkel
Herbert Alphin
James Raport

San Francisco, Calif.:

National meeting of National Health and
Physical Education Association

Harriet Allen

Dr. Stacks Col. - Safety Education
Dr. Jay B. Nash + Dr. Lloyd
Dr. Jesse Feiring Williams Cal
Dr. Fritz Maroney
Dr. McElroy Iowa Recreation
Mr. Anderson Directors

My Basket Ball Bible

1923.

Organization and Administration of Higher Education
in America - Physical Education and Athletics.

Ginn Co. - by Kent 1929

Better Basket Ball M. C. Graw Hill Co
1937

University of Kansas
Lawrence

Office of
The Chancellor

May 16, 1938

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, 1938.

Will you kindly send to the Chancellor's Office sometime this week your recommendation on out-of-state travel which it is desirable that members of your staff 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. It is suggested that the report be made on the attached form.

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

Your attention is called to the new Kansas law requiring that we file with the State Auditor the advance written approval of the Board of Regents on all out-of-state travel. Requests made after the 1938-'39 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 the month.

Cordially yours,

E. H. LINDLEY,
Chancellor.

June 4, 1938.

Mr. Raymond Nichols,
Executive Secretary,
Chancellor's Office.

Dear Ray:

Confirming my conversation with you the other day, we are relying on you for permission to use the quadrangle in front of Fowler Shops for croquet and badminton during the Summer Session.

I have also talked to Dean Schwegler, and he is very enthusiastic regarding the location. I have not spoken to Mr. Bayles, but I have spoken to you and to Dean Schwegler, and I am counting on your cooperation.

Thanking you, and with best wishes, I am

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

*Bayles ok.
by phone
6/7/38*

May 13, 1938.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

I am sending you a copy of Ralph T. O'Neil's letter to me as of March 9th. I am also enclosing a copy of my reply to him. This is for your information.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

Also to

Prof. W. W. Davis
Karl Klooz
R. C. Moore
George Nettles
Tom Van Cleave

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

May 7, 1938

Dr. F. C. Allen
University of Kansas


My dear Dr. Allen:

After some effort the organized religious groups of the University have succeeded in securing the University Christian Mission for next fall during the week of October 23 to 28. We trust that this program will be of great interest and importance to all students and faculty members who are interested in religious life on the campus. We have assurance of notable speakers.

The Student Committee has asked me to extend to you an invitation to be a member of the General Committee. There will be a meeting of this committee on Wednesday, May 11, at 4 p. m. in the Pine Room of the Union Building, to be addressed by Dr. Paul Braisted, campaign secretary of the University Christian Mission. I sincerely trust that you may find it possible to accept.

We are fortunate to secure the services of this Mission. I believe it will result in much benefit to all concerned.

Faithfully yours,


Chancellor

EHL:R

*4 p. m.
today*

May 6, 1938.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

I want you to know that I very much appreciated your consideration in permitting me to attend the 43rd annual National Health and Physical Education Association meeting at Atlanta, Georgia, on April 20 - 23.

It was a decided help to me in gaining information and inspiration in the work that we are doing.

Previously I had attended the State Health and Physical Education Association meeting at Pittsburg, Kansas, on March 26, and the regional meeting at Minneapolis, Minnesota, on March 30, 31, April 1, 2, on my own initiative and expense.

All these meetings and contacts have been very helpful to me, and I appreciate your kindness.

Very cordially yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

May 10, 1938.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

I wish to recommend a change in rank for Mr. Jim H. Raport from Assistant Instructor to Instructor in Physical Education, beginning the next academic year.

Mr. Raport will receive his Master's degree this June in the Department of Psychology.

If this recommendation is in keeping with the policy of the administration we shall appreciate approval of this change in rank for Mr. Raport.

Sincerely yours,

Director of Physical Education.

THE UNIVERSITY OF KANSAS
Lawrence

Office of
The Chancellor

May 7, 1938

TO DEANS AND HEADS OF DEPARTMENTS:

Please send to the Chancellor's Office, at your earliest convenience, the names of any students from your department who have been awarded honors or prizes or have been appointed to fellowships in other institutions for the coming year.

This information is for use in the Commencement program. Your prompt cooperation will greatly assist the Printing Committee.

Sincerely yours,

E. H. LINDLEY,
Chancellor

April 13, 1938.

Mr. Raymond Nichols,
Secretary, Budget Committee,
University of Kansas.

Dear Mr. Nichols:

I wish to present for your consideration the urgent need for a new motor in the fan in the men's basket room and also the installation of a circulating fan in the area between the varsity dressing room and the men's toilets in the basement of Robinson Gymnasium.

We have been unable to use the fan in the basket room for several months, and because of limited funds have not purchased a new motor for this fan. Mr. Raymond Crow, of the Department of Buildings and Grounds, secured an estimate of the cost of such a motor from the American Blower Corporation of Kansas City, which is \$47.00 net f.o.b. factory.

To maintain hygienic conditions it is very necessary to have a fan in this room to keep the air circulating. Damp, sweaty clothes are placed in the baskets, and the fan is greatly needed to aid in drying the garments.

The estimated cost of a new fan for the basement is \$71.50 net f.o.b. factory. This new fan would be placed between the varsity dressing room and the new freshman dressing room to aid in the circulation of air between the toilets at the north and south ends of the areaway. There is a wall projecting from the east into this hallway which definitely cuts off circulation. The warm air from the hair dryer and the toilets is very disagreeable, and in order to maintain a sanitary and hygienic condition in the gymnasium a circulating fan is very necessary.

I trust that you will give this matter your careful consideration.

Sincerely yours,

Director of Physical Education.

February 28, 1938.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

I thanked you personally for the wire Sunday, but I wish to let you know that I read it to the boys and they all seemed to appreciate it very much.

It was a tough fight. The boys have not decided whether they would buy me a small cage that I could carry along at the games, or whether I should have a trench helmet, a fencer's mask, or a Roman shield.

We are just beginning to discover that Nebraska does not like visitors. Or maybe it is the kind of visitors they have!

Very cordially yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

(46).

R. B. WHITE
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

SYMBOLS

- DL = Day Letter
- NM = Night Message
- NL = Night Letter
- LC = Deferred Cable
- NLT = Cable Night Letter
- Ship Radiogram

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination.

Received at 121 South 10th St., Lincoln, Neb. ^{ALWAYS} OPEN Telephone B6894

1938 FEB 26 PM 5 47

WMA 299 24=LAWRENCE KANS 26 5 23P

F C ALLEN=

^a HOTEL CORNHUSKER LINCOLN NEBR=

AT NORMAN BOYS SHOWED THEY CAN FACE HANDICAP OF GREAT CROWD,
SUPPORTERS OF OTHER TEAM. WE ARE CONFIDENT THEY CAN DO IT

AGAIN TONIGHT=

E H LINDLEY.

February 23, 1938.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

Your wire arrived just before the team went on the floor. We read your wire to the boys, but they did not follow your admonitions very well, because just five minutes before the end of the game Iowa State crept up within two points of us, 22-20.

The boys were jittery and had not recovered from the joy of their winning and the congratulations of their many friends over the Oklahoma game. They simply could not key themselves to meet a very determined and aggressive Iowa State team which was bent on knocking the leaders off. The Iowa State boys had everything to gain and nothing to lose, while our boys felt the presence of a very determined and pent-up Iowa State team.

The officials were perfectly fair, but true to human nature the under dog, when he is fighting his heart out, generally gets the breaks, and Iowa State was no exception to the rule in this case. I would have been pleased to have gotten out of the game with a one-point margin, but with three minutes left to play the boys put on the steam and made nine points in three minutes. Just another attestation to the fact that you can never tell what will happen, not only in a ball game but in most everything else nowadays.

Thank you for the wire.

Very cordially yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

CLASS OF SERVICE

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WESTERN UNION

(54)

R. B. WHITE
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

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Received at 305 Main Street, Ames, Iowa. Phone 45 & 46

1938 FEB 21 PM 5 58

MR J 70 12=LAWRENCE KANS 21 525P

DR F C ALLEN=

THE FIELD HOUSE IOWA STATE COLLEGE

TELL THE BOYS WE ARE COUNTING ON A NO - SLUMP TEAM TONIGHT=

E H LINDLEY.

The University of Kansas
Lawrence

Office of
The Chancellor

January 18, 1938

TO HEADS OF DEPARTMENTS:

Your attention is called to the newly adopted policy of the Association of American Universities in regard to appointment of graduate assistants:

Any appointee to a graduate student assistantship for the following year, when he is not a member of the institution involved, shall have until April 15 to accept or decline the appointment.

As a member of the Association, we are expected to follow this policy. Your cooperation will be greatly appreciated.

Cordially yours,

E. H. LINDLEY,
Chancellor.

CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

WESTERN UNION

300

R. B. WHITE
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

SYMBOLS

DL = Day Letter

NM = Night Message

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NLT = Cable Night Letter

Ship Radiogram

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Received at 646 Massachusetts St., Lawrence, Kansas. Phone 2764

1938 FEB 7 PM 8 20

KAH336 10 COLLECT=UD KANSASCITY MO 1 745P

DR FORREST C ALLEN=

:UNIVERSITY OF KANSAS KR=

SORRY TO MISS GAME GIVE TEAM MY BEST WISHES=

E H LINDLEY.

FCA
835P
[Signature]

February 3, 1938.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

Thank you very much for your telegram of yesterday morning. The boys greatly appreciated your good wishes.

As you probably know, Miss Hoover underwent a major operation -- fibroid, last week at the Trinity Lutheran Hospital in Kansas City. We receive progress reports through Dr. Anderson, and Miss Hoover's condition is quite satisfactory, but it will be two or three weeks before she will be able to engage in active duties.

During enrollment time a heavy burden has fallen on Miss Dunkel, not only because of Miss Hoover's absence, but also because we were unable to retain Mrs. Bauman the second semester.

I am enclosing an appointment blank for Mrs. Hazel Cobb, a graduate of the University of Oklahoma, who has taken a great deal of work here in our own department. In addition to her regular duties, Mrs. Cobb is handling basketball and advanced swimming classes for Miss Hoover. She also is working with the Quack Club, W.A.A., and women's intramurals.

It will be necessary for us to use one or two senior girls who major in our department to take over some of the work that Mrs. Bauman handled. I am sure you can understand our dilemma, but we are doing the best we can under the circumstances.

We are keeping on the job, and I just wanted you to know that we are going forward the best we can under a rather difficult situation.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

January 10, 1938.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

Thank you for your letter of January 7th
in which you approve the continuation of Mrs. Bauman
for the second semester only.

We are hoping that with at least a small
start in graduate work in physical education our
problem will be more nearly settled. Until that
time we will have to bear with the situation and do
the best we can.

We heartily appreciate your indulgence.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

December 14, 1937.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

Miss Hoover and I have talked several times this fall regarding the possibility of finding some one to replace Mrs. Bauman for the second semester in the Physical Education department. I am sending you a copy of a letter that I received from Miss Hoover on December 2, which is self-explanatory.

I am also sending you a copy of a letter that I wrote to Dean Schwegler on October 28 this year which had to do with the summer session budget. The reason I am sending it to you now is to call especial attention to the paragraphs marked with red pencil. This explains why we have difficulty in securing high class people in this special field at a low salary.

It is not true in the other fields because those people can take work for their master's degree and they are happy to do so, but it is the end of the road so far as the physical education people are concerned until we are in position to offer a master's degree in physical education.

I am wondering if it would be possible to continue Mrs. Bauman for the second semester, and then under no circumstances continue the set-up for next year, and just do the best we can. Of course, you have noticed what Miss Hoover has to say regarding Dr. Sherbon's leave of absence. I am not informed on this point, but am passing the information on to you for your attention.

Very sincerely yours,

FCA:AH

Director of Physical Education.

December 6, 1937.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

I will be glad to be in attendance at the University Senate meeting on Tuesday afternoon at 4:30. However, it will be necessary for me to leave at 5 o'clock for a light lunch and preliminary conference with the basketball team prior to our game with Ottawa University Tuesday evening. I trust you will excuse me.

Sincerely yours,

Varsity Basketball Coach,
Director, Physical Education Dept.