

July 13, 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, and this tropical scenery painted on the walls would add greatly to the attractiveness of the pool. If the cost of this job could be handled through Mr. Bayles' budget, we would of course be very 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. The concrete wall above the four-foot tile wall is very unsightly. We desire to have this painted during the summer.

We shall appreciate anything you can do for us.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

March 3, 1939

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

I don't ever recall having played a basketball game away from home but what you were thoughtful enough to wire us. I made that point to the boys when I read them your wire at Columbia, and they appreciated it. Thank you so much.

Very sincerely 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

1201

SYMBOLS

DL=Day Letter

NL=Night Letter

LC=Deferred Cable

NLT=Cable Night Letter

Ship Radiogram

(28)

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Received at 12 South 8th St., Columbia, Mo. Phone 3148

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1939 MAR 2 PM 5 29

F C ALLEN=

TIGER HOTEL

BEST WISHES TO OUR WONDERFUL FIGHTING TEAM=

E H LINDLEY.

October 25, 1938.

Mr. Raymond Nichols,
Chancellor's Office.

Dear Mr. Nichols:

I wish to call your attention to the very poor lighting condition in room 204 Robinson Gymnasium. The glare which comes through the windows from the white side of the auditorium almost blinds the teacher who is conducting a class in that room.

I seriously believe that something should be done to give better lighting in that room, and I am wondering if we should take this matter up with Mr. Bayles. Venetian blinds would solve the problem, but we are afraid they would be abused in a class room. I should be glad to have your suggestion.

We have requested Mr. Bayles to move the blackboard in room 202 from the west wall to the south wall to help the situation in this room. This room, also, should be better lighted.

Very sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

August 10, 1939.

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

Dear Raymond:

Doubtless Dean Swarthout has communicated with you in regard to the change of dates for his Christmas vespers. On March 30 Dean Swarthout wrote me that his annual Christmas vespers would occur this year on Sunday, December 10. They would need from Wednesday, December 6 on, to build the stage, construct the scenery and rehearse the many people concerned in this project.

You will recall that we had arranged games with Southern Methodist University on December 15 and 16, Friday and Saturday, but you told me that Dean Swarthout had this week for his Christmas vespers. After returning to my office I read you Dean Swarthout's letter and you asked me to disregard the conversation we had in your office previous to my calling.

Dean Swarthout's secretary called and said they would consider it a great favor if there was any way we could change those dates so that they might have the 17th for their vespers, as they had later discovered there was an extra week in the December calendar this year. Desiring to be cooperative, we negotiated with the University of Oklahoma authorities and the Southern Methodist athletic authorities, and finally arranged that we should play Southern Methodist here on Monday and Tuesday, December 18 and 19, instead of the 15th and 16th, to clear the way for Dean Swarthout. This was the final arrangement, and I am kindly notifying you that we will play the 18th and 19th to enable Dean Swarthout to have this date that he desired.

In all of our negotiations of the future I sincerely trust that Dean Swarthout and I will work together for the best interests of all concerned. If we play on the 18th and 19th it seems to me only cricket that we should have Monday, Tuesday and Wednesday for practice in the auditorium, allowing Dean Swarthout Thursday, Friday and Saturday to make his preparations for his Sunday vespers. I am enclosing a letter that I am mailing Dean Swarthout for your perusal.

Sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:AH

April 20, 1939.

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

Dear Raymond:

I am enclosing the schedule of conference basketball games for next season, subject to the approval of the Athletic Board.

In addition to the enclosed schedule, as you know, there will be some non-conference games. We have two games each with Texas and S.M.U. here, but as yet these dates have not been set. I will notify you as soon as additional dates have been determined.

Dr. Allen desires to begin his regular basketball practice each fall about the first of November. In the past he has made arrangements with Dean Swarthout for practice periods in Hoch Auditorium as follows:

Monday, Thursday, Friday - from 3:30 p.m. on
Tuesday, Wednesday - from 5:00 p.m. on
Saturday - from 3:00 p.m. on

The 5 o'clock period on Tuesday and Wednesday is practically useless to him, as he has explained to you. He usually finishes practice by 5:30, and he feels there is too much danger to the health of the boys to have them run over to the auditorium in the cold air for half an hour after they have been practicing here in the gymnasium.

Ordinarily on the day of a home game he does not hold practice. This would release the auditorium on a few afternoons.

I trust this information will help you in making up next year's calendar.

Sincerely,

Secretary to Dr. F. C. Allen.

April 15, 1930.

Chancellor E. H. Lindley,
University of Kansas,
Lawrence, Kansas.

Dear Dr. Lindley:

After returning here from the Central District Physical Education convention at Sioux City, and the meeting of the American Association for Health, Physical Education and Recreation at San Francisco, I have the following names to submit to you for possible consideration for the vacancy in the Department of Physical Education.

Dr. Joy Kistler, Ph. D., Assistant Professor of Physical Education at the State University of Iowa. Dr. Kistler graduated from Central College, Fayette, Missouri, and then took graduate work in an institution the name of which I am not sure, and finally took his Ph. D. from the University of Iowa. He teaches educational subjects in the School of Education, as well as Physical Education subjects in the same school.

You will remember that Dr. Kistler is the gentleman that I asked Dr. Eibel to interview two years ago toward the possibility of his coming here. We could not offer him summer school work at that time, which would have been an inducement for him to come to Kansas. It is my understanding that he is now drawing \$2800.00 for his regular salary, with the summer salary at Iowa nearly \$600.00. It would be necessary that we guarantee him summer employment to interest him at this time. He has already closed with Iowa for his summer teaching work this year.

Strong Heman, Director of Physical Education and Health, in the Kansas City, Missouri, public schools, has a master's degree from Springfield, Mass., Y.M.C.A. College; is past president of the American Association for Health, Physical Education and Recreation, and is really one of the national leaders in his field. He went from Wichita, Kansas, where he had served as director of health and physical education for more than a dozen years, to the Kansas City, Missouri, public schools at \$5,000.00 a year. Just after he started upon his duties at Kansas City this fall he received a cut of \$200.00. A few months later the tax situation explained another cut of \$600.00. He is now drawing \$4200.00 net in the Kansas City schools. He is not pleased with the situation and he would be favorable to an interview with our people.

He has taught in the summer session at the University of Colorado. Last summer he taught at the University of Missouri, where he received \$800.00 for the summer, and he has signed again for this summer at the University of Missouri. He has already closed for summer work a year from now at the University of Wisconsin.

At San Francisco I had a three-hour conference with Strong Hixson and he said if he could get \$5400.00 or \$3500.00 for a regular yearly salary in this department he would be very happy to come to the University of Kansas, as he saw a great possibility for the growth of physical education at the University. He looks upon Kansas as a focal point of great physical education development in the Middle West. Mr. Hixson is by far the strongest man nationally that we have entertained any hopes of obtaining.

Mr. Kistler has great possibilities of future growth and worth. It is my notion that he would consider coming to Kansas on account of an opportunity that might be presented to him to head up the department in the future.

It is my understanding that Dr. Kistler is about 42 years of age and Mr. Hixson about 44 or 45 years of age.

At Sioux City I also had a conference with Dr. Kennedy, of Kansas City University. He is a very striding gentleman, and as a co-worker in the department I think Dr. Kennedy would do mighty well. However, his age is a little against him as he is 52. He is drawing \$3200.00 at Kansas City University, and as he has an M. D. degree I am rather at a loss to understand why he is working at that low figure. He has had some disappointment with the Municipal University not being able to get together with the Kansas City public school health and physical education situation, so I believe that accounts for one reason that he desires to move.

While on the Pacific Coast I had a conference with John Ann and Dr. Storey of Stanford University. There is only one young man that they have who shows exceptional promise - a Dr. DeGroot, who is at Punahou Academy, Hawaii. John Ann says he is one of the most outstanding young men that he knows. John feels that DeGroot is getting \$2400.00 there in Hawaii, but he would be interested in coming back to the States since he has served two years at Punahou. Punahou Academy is an American college of junior college rank, administered for the wealthy Americans on the Island. A few years ago Punahou Academy ran in the Kansas Relays when they were on their way to Penn. They were a group of fine, upstanding young men.

John Burn informs me that an older brother of DeForest, who is now at San Jose Junior College, will succeed Dr. Storey as head of the Department of Hygiene and Health at Stanford next year. I was with the older DeForest upon a number of occasions and found him to be a very splendid gentleman.

I realize the difficulty in trying to hire a man at long range, but if we cannot get a strong man with an exceptional background for the amount that it will take to pay the head of a department, then we will have to go down in the lower salary bracket and obtain a young man who has strong qualifications and take a chance on him.

John Burn says that DeForest is very strong in biological sciences, and an exceptional individual. By observing his brother I am convinced that blood counts and that we would be justified in making more inquiries about Mr. DeForest.

I have endeavored to give you all the information possible regarding these possible candidates, and would appreciate it if you would consult with the budget committee and inform me as to the possibility of getting a higher bracket man.

Very cordially yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

cc-to

Deans Stouffer,
Schwegler
Larsen
Stuckert

April 15, 1939.

Dean F. T. Stockton,
School of Business.

Dear Dean Stockton:

I am enclosing carbon copy of a letter that I have written to Chancellor Lindley regarding possible candidates for the vacancy in the Department of Physical Education.

We are attempting, of course, to get the best man in the field, if possible.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

April 15, 1939.

Dean Paul B. Lawson,
College of Liberal Arts and Sciences,
University of Kansas.

Dear Dean Lawson:

I am enclosing carbon copy of a letter that I have written to Chancellor Lindley regarding the possible candidates for the vacancy in the Department of Physical Education.

We are attempting, of course, to get the best man in the field, if possible.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

April 15, 1939.

Dean R. A. Schwegler,
School of Education.

Dear Dean Schwegler;

I am enclosing a carbon copy of the letter that I have written to Chancellor Lindley regarding possible candidates for the vacancy in the Department of Physical Education.

We are attempting, of course, to get the best man in the field, if possible.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

April 15, 1939.

Dean E. B. Stouffer,
The Graduate School,
University of Kansas.

Dear Dean Stouffer:

I am enclosing carbon copy of a letter
that I have written to Chancellor Lindley regarding
possible candidates for the vacancy in the Department
of Physical Education.

We are attempting, of course, to get the
best man in the field, if possible.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

April 24, 1939.

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

Dear Mr. Nichols:

I am enclosing carbon copy of the letter that I have written to Mr. Wiley regarding the intrusion of the band boys and girls in the gymnasium.

I believe if we could get together in a conference we could work out a plan to the satisfaction of everyone concerned.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

UNIVERSITY OF KANSAS
Lawrence

Office of
The Chancellor

March 21, 1939

To Heads of Departments:

The Publicity Bureau, now operating on a part-time basis under the direction of Mr. Kenneth Postelthwaite, will be glad to receive news items from your department from time to time. You may either send the material by campus mail to the publicity office or arrange by telephone for Mr. Postelthwaite to call at your office. Your cooperation with Mr. Postelthwaite will be greatly appreciated.

Sincerely yours,

RAYMOND NICHOLS,

Executive Secretary

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

April 5, 1939

Dr. F. C. Allen
University of Kansas

Dear Dr. Allen:

Your attention is called to the following regulation which was adopted recently:

1. Books for departmental or student use are to be purchased only through the departmental library appropriation. Departmental maintenance allowances are not to be used for this purpose. Exception will be made in case the books are purchased as laboratory materials, and actually consumed in the laboratory.

2. Books now on hand which have been purchased from departmental maintenance funds should be catalogued by the Librarian.

3. The Librarian shall have full authority whether or not departments shall maintain small book collections or libraries.

Sincerely yours,

Raymond Nichols

Executive Secretary

RN:R

cc--Mr. C. M. Baker

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

March 20, 1939

Dr. F. C. Allen
University of Kansas

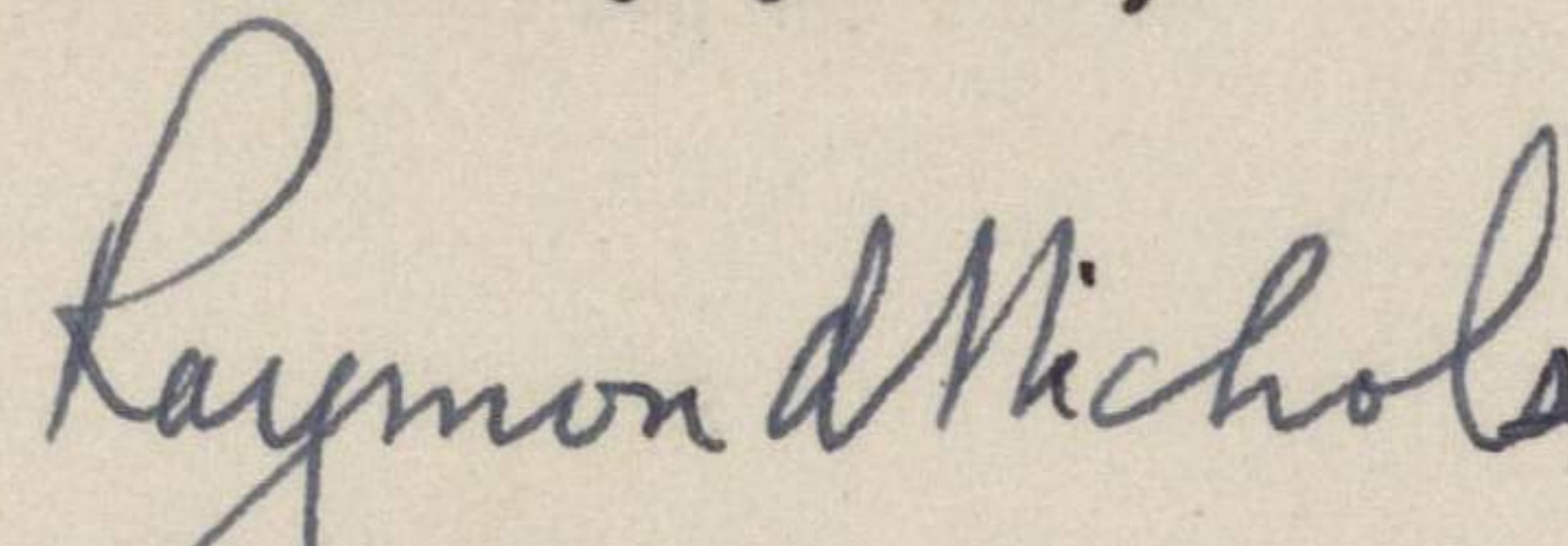
Dear Dr. Allen:

In order to avoid congestion in the calendar and conflicts in the use of meeting places, it seems advisable that the schedule of all-University events be checked in some central office. Therefore, you are requested to secure the approval of this office on the date and meeting place for each event under consideration for the calendar for next year.

This plan should eliminate conflicts in dates and the crowding of schedules that have existed in the past. We believe that a better distribution of events will work to the advantage of everyone concerned. It is anticipated that few, if any, changes in proposed dates will be necessary.

We shall, of course, be glad to send to the K Book a list of approved dates.

Sincerely yours,



Executive Secretary

RN:R

March 10, 1939.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

No doubt you have read in the press the announcement that the district play-off of the N.C.A.A. basketball tournament will be held in Oklahoma City on Monday and Tuesday of next week.

I greatly appreciate your consideration of my suggestion that possibly the tournament might be held here in Hoch Auditorium. I felt it would be a great thing if arrangements could be made for the University of Kansas to entertain these teams, but the committee decided in favor of Oklahoma City inasmuch as there are two Oklahoma teams participating.

Thank you very much for your kindness in the matter.

Cordially yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

March 10, 1939.

Chancellor E. H. Lindley,
University of Kansas.

Dear Chancellor Lindley:

I regret that it will be impossible for me to attend the meeting scheduled for 11 o'clock Saturday morning in your office to discuss the matter of some plan of relief for the Chinese students. I am taking a group of our physical education majors to Kansas City Saturday, leaving early in the morning, to attend demonstrations in physical education at the Teachers College.

I am in sympathy with the movement for relief of Chinese students and will be glad to support it, but am sorry that I will be unable to attend the meeting.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

March 8, 1939

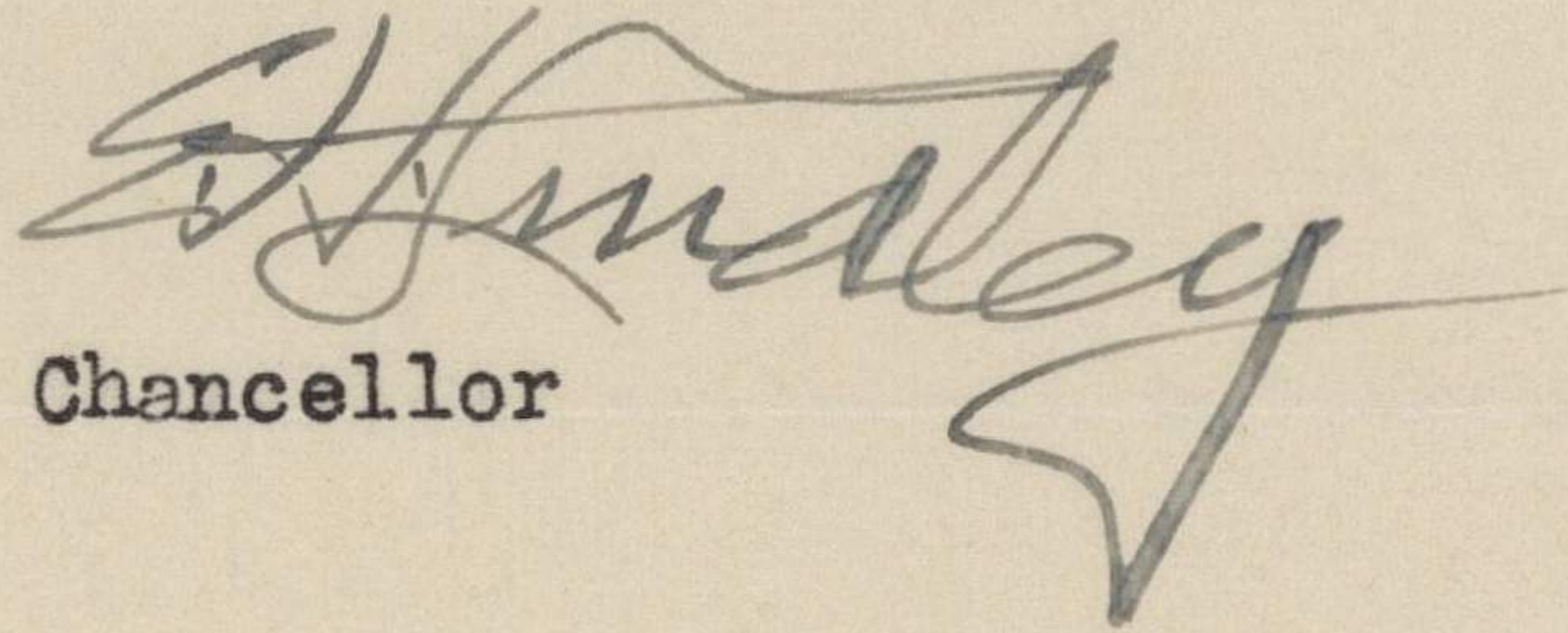
Dr. F. C. Allen
University of Kansas

My dear Dr. Allen:

Most American colleges are undertaking some plan of relief for Chinese students. We believe that the faculty and students of this University will be glad to express in a material way their sympathy for these fine young people in a war-torn country.

We are inviting you to a preliminary meeting in the Chancellor's Office on Saturday morning, March 11, at 10 o'clock to discuss the matter. I sincerely trust you may find it possible to be present to assist in a decision as to what the University public wishes to do in connection with this important humanitarian project.

Faithfully yours,

A handwritten signature in dark ink, appearing to read "E. H. Lindley". The signature is written in a cursive style with a large, sweeping flourish at the end.

Chancellor

EHL:R

February 24, 1939.

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

Dear Ray:

In response to your request, I am enclosing a list of dates which I have reserved on my calendar for the period March 1 to April 15. This schedule, of course, is subject to change.

There is just a bare possibility that we may be in the district play-off for the W.C.A.A. basketball tournament with the Oklahoma Aggies. If that should be the case, then there would be another date to add to this list.

The meetings of the National Rules Body and the Coaches Association will probably be held late in March or in the early part of April. The members are being polled now in order to determine the dates for these meetings.

I am sorry that I can give you nothing more definite at the present time, but of course I am at all times subject to call of the Budget Committee. That date has preference. I shall be glad to notify you when these other meeting dates are determined if it will help you in making up your schedule.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

University of Kansas
Lawrence

Office of
The Chancellor

February 20, 1939

TO DEANS AND DIRECTORS OF DIVISIONS:

We are now making plans for the annual departmental budget conferences. In order to avoid conflicts with previous engagements of departmental heads, we should have on file a list of dates between March 1 and April 15 that you will not be free for conference.

Will you kindly send this to the Chancellor's Office at your early convenience?

Sincerely yours,

RAYMOND NICHOLS,
Executive Secretary.

RN:S

July 21, 1938

Personal

Dean R. A. Schwegler
University of Kansas

My dear Dean Schwegler:

In re: Dr. V. W. Lapp

I understand that Dr. Lapp was appointed for a two-year period, as a trial. He seems to be successful in research, but there appears to be considerable doubt as to his ability as a teacher. The Budget Committee suggested that he be notified as to the uncertainty of tenure here. This will provide a year in which he may seek other opportunities.

Sincerely yours,

EHL:R

Chancellor

cc--Dr. F. C. Allen

February 10, 1939.

Mr. Raymond Nichols,
Chancellor's Office.

Dear Ray:

Thank you for your note of the 6th instant. Professor Anderson came in to see me the other day concerning a sesamoid bone which he thought was an injury. During our conversation that day he told me that he had given up the vespers because the basketball team would be using the floor. I explained to him that the enrollment set-up forced us out of the gymnasium.

I acknowledge receipt also of your other two letters of February 6th, one referring to the use of the auditorium for basketball practice, and the other with regard to the crowded quarters in Robinson Gymnasium.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

February 6, 1939

cc
MLA

Dr. F. C. Allen
University of Kansas

Dear Dr. Allen:

I have your note of February 4 concerning the use of the Auditorium for basketball practice. It is regrettable that teaching and extracurricular activities compete for the use of the Auditorium. The problem of distribution of the time between basketball and the School of Fine Arts is one that should be worked out by you in conference with Dean Swarthout. You recall that for a number of years this plan of making up the schedule has been followed.

Sincerely yours,

Raymond Nichols
Executive Secretary

RN:R

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

February 6, 1939

Dr. F. C. Allen
University of Kansas

Dear Dr. Allen:

This will acknowledge your letter of February 1 concerning the request for the purchase of a book through your maintenance allowance. I am approving this particular Purchase Request, but should like to point out that the University policy has been to restrict book purchases to the Library fund. I think that we should keep in line on this policy.

*cc
MFB*

I note your request for additional quarters in Robinson gymnasium. I appreciate the fact that you are developing the physical education program in quarters already crowded, but I do not believe it is possible at this time to assign to you the space now occupied by the Athletic Office. Frankly, I know of no place to shift them. The demand for additional class and office space has already approached a crisis in several departments. I do not see any solution until the legislature provides one or two new buildings for us.

I am glad to keep your request on file, and shall hope that some readjustment will be possible at an early date.

Sincerely yours,

Raymond Nichols
Executive Secretary

RN:R

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

February 6, 1939

Dr. F. C. Allen
University of Kansas

Dear Dr. Allen:

For your information, the Vespers organ recital scheduled for Sunday, February 12, has been cancelled. Professor Anderson discussed with me some time ago the problem of arranging satisfactory hours for rehearsal in preparation for his recital. After considering the Fine Arts schedule and the probable use that will be made of the court by the basketball team, Professor Anderson kindly volunteered to cancel his recital. I thought you would be interested in knowing about this.

Sincerely yours,

Raymond Nichols

Executive Secretary

RN:R

Handwritten notes:
The recital
cancelled
by Anderson
on Feb 12
at 7:30 p.m.
in the
court
house
at
Lawrence
Mo.