

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