

December 16, 1941.

Mr. Fred Ellsworth, Secretary,  
Alumni Association,  
University of Kansas.

Dear Fred:

I am in receipt of your letter of the 10th instant calling attention to the meeting of the Board of Directors of the Memorial Corporation on Saturday, December 20th, at 11 a.m. in the Pine Room.

I shall be in attendance at the meeting.

Sincerely yours,

FCA:AH

Director of Physical Education and Recreation,  
Varsity Basketball and Baseball Coach.



HUGO T. WEDELL, '15, '20, President  
Topeka, Kansas

FRED ELLSWORTH, '22, Secretary  
Lawrence, Kansas

BERTHA LUCKAN McCoy, '09, Vice-President  
Emporia, Kansas

ALUMNI ASSOCIATION *of the* UNIVERSITY OF KANSAS

PUBLISHER OF THE GRADUATE MAGAZINE

HEADQUARTERS—ROOM 2 FRANK STRONG HALL

LAWRENCE, KANSAS

December 10, 1941

To Members of the Board of Directors of the University of Kansas  
Memorial Corporation:

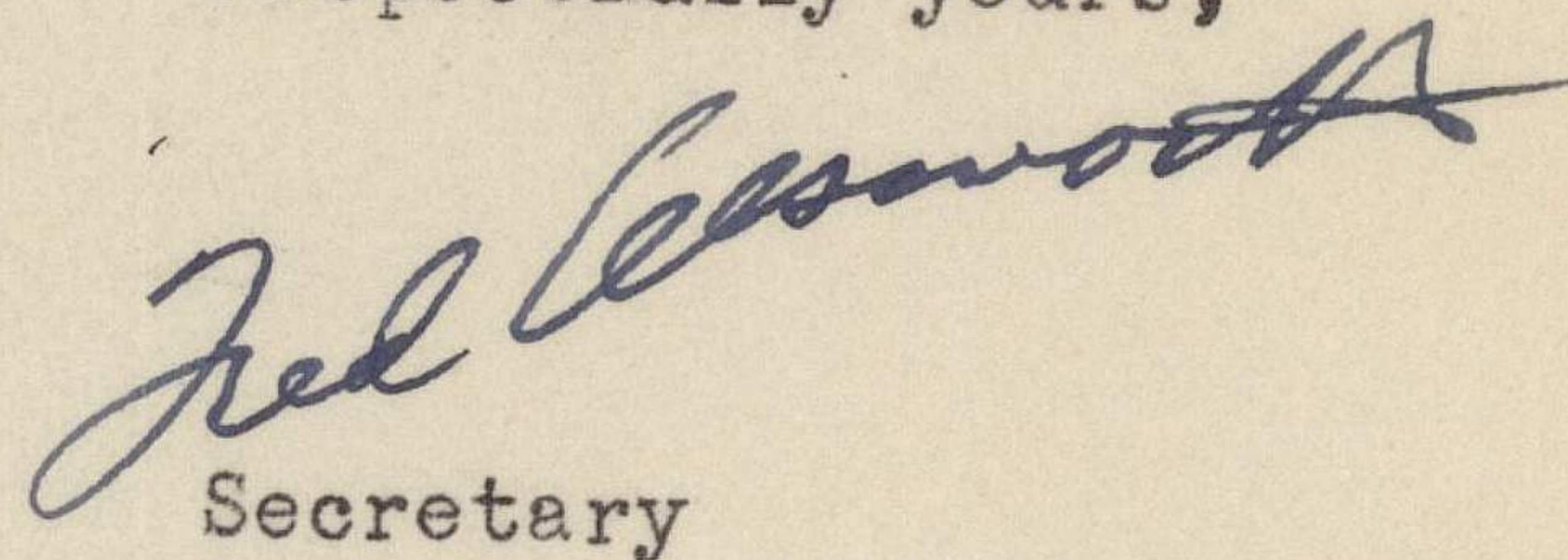
I am instructed to ask your attendance at a meeting of the  
board, Saturday, December 20, at 11:00 a. m. sharp. The meeting will  
be held in the Pine Room, third floor, Memorial Union. Business items  
include:

- (1) Annual report of the chairman of the Union Operating  
Committee.
- (2) Financial report of Union operations, June 1940-41.
- (3) Report of the committee on building addition.
- (4) Election of director to fill the place of Robert  
McKay, president of the Men's Student Council,  
resigned for army service.

Following the business meeting, all members of the board are  
invited to be guests of the Memorial Union for lunch in the English Room.  
Lunch will be served at 12:45.

Will you please let us know whether you are coming?

Respectfully yours,

  
Secretary

FE:mln

DIRECTORS

BRUCE HURD, '14, Santa Fe Offices, Topeka	JOHN E. BOYER, '28, '30, WKH Bldg., Wichita	FRANK L. CARSON, '13, First Nat'l Bank, Wichita
DOLPH SIMONS, '25, Journal-World, Lawrence	JOANNA GLEED WAGSTAFF, fa'21, 1730 Indiana, Lawrence	
CLARENCE L. BURT, e'09, Hutchinson	W. T. GRANT, fs'05, Business Men's Assurance Co., Kansas City, Mo.	BALFOUR S. JEFFREY, '28, Nat'l Bank of Topeka, Topeka
HARLAND B. HUTCHINGS, '16, 1207 Grand, Kansas City, Mo.		OSCAR S. STAUFFER, fs'12, Topeka State Journal, Topeka

Active Membership, with Graduate Magazine Subscription, \$3 Annually. Life Membership, \$60 Single Payment or 10 Installments of \$7.50.



THE MEMORIAL UNION OPERATING COMMITTEE  
LAWRENCE, KANSAS

December 23, 1941

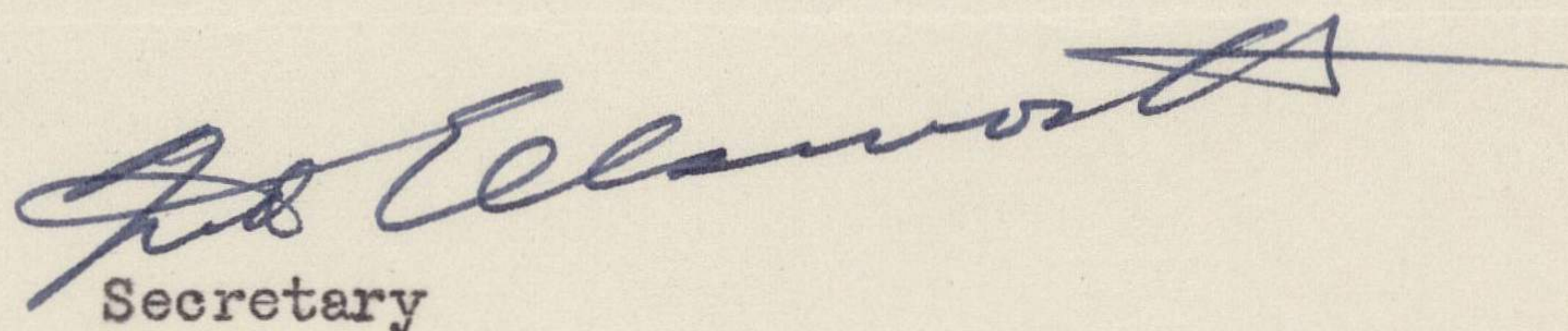
Irving Hill  
Henry Werner  
Karl Klooz  
✓ F. C. Allen  
W. J. Baumgartner  
Porter Fones  
Doris Twente  
H. H. Lesar  
Elizabeth Meguiar  
C. C. Stewart  
David Watermulder  
Keith Spalding

Enclosed are minutes of the Memorial Corporation meeting held December 20. I assume that you took a copy of the financial report with you. If you want a copy of this or of the report on the activities carried on in the Union, let me know and I shall be glad to send you one.

We would be glad to have any corrections or additions to the minutes that you note should be made before we write them into the book for permanent record.

Thanking you for your good help in this matter,  
I am

Cordially,

  
Secretary

FE:fb  
Enc



Minutes of Memorial Corporation Board of Directors  
11 a.m., December 20, 1941  
Pine Room, Memorial Union

Present: Irving Hill, president  
Henry Werner, vice president  
W. J. Baumgartner  
Porter Fones  
F. C. Allen  
C. C. Stewart  
Karl Klooz  
H. H. Lesar  
Elizabeth Meguiar  
David Watermulder, president, Men's Student Council  
Doris Twente, president, W.S.G.A.  
Keith Spalding, president, Union Activities  
Hermina Zipple, manager, Memorial Union  
Fred Ellsworth, secretary

Moved by F. C. Allen and seconded by W. J. Baumgartner that the minutes of the meeting of June 7, 1941 which had previously been submitted to all board members by mail be approved. Carried.

Moved by Henry Werner and seconded by F. C. Allen that David Watermulder be elected a member of the board of Directors to replace Robert McKay, resigned; and that Keith Spalding be elected as a member of the Board of Directors to replace Carter Butler, resigned. Carried.

The matter of the election of the entire board coming before the group, this being an annual meeting, it was moved by Mr. Werner and seconded by Dr. Allen that the following list of persons be elected as the Board of Directors for the coming year:

F. C. Allen  
Richard Allen  
John W. Ashton  
Richard Barber  
W. J. Baumgartner  
Porter Fones  
Mrs. Fred M. Harris  
Irving Hill  
Balfour S. Jeffrey  
Karl Klooz  
H. H. Lesar  
Chancellor Deane W. Malott  
Elizabeth Meguiar  
Drew McLaughlin  
Keith Spalding  
Richard Stevens  
C. C. Stewart  
Doris Twente  
Esther Twente  
David Watermulder  
Henry Werner

The omission of E. B. Black, M. L. Breidenthal, Thornton Cooke, and Arthur Crompt, former faithful and able members of the board, was construed by the board as being necessary only because of pressing personal matters upon them to prevent participation in the board meeting. It was understood that their presence will be desired at future meetings whenever they can attend.

The motion was carried.



Moved by Professor Baumgartner and seconded by Doris Twente that the following officers be declared elected for the coming year:

President	Irving Hill
Vice President	Henry Werner
	Balfour S. Jeffrey
Secretary	Fred Ellsworth
Treasurer	Karl Klooz
Auditor	F. W. Hosford

The motion carried.

The chair called on Mr. Werner to report for the committee on plans for enlarging the Union building. Mr. Werner reported that the State Architect's office had been ordered by the Board of Regents to give building plans for the Kansas State College union right-of-way ahead of plans for the University Union because of the fact that Kansas State has no such building. Later exigencies of the current general situation prevented the State Architect's office from advancing work on the drawings, but soon after January 1 some general plans would be completed and ready for posting for educational purposes among the students. In general, the plans call for extension of the sub-basement to the south to provide for a bowling alley on the Mississippi Street level. A deck will extend over the extension which can be used for serving or other purposes. The extension to the north is planned about as originally laid out by Pond and Pond. In view of the present situation, Mr. Werner reported, the time for actual construction is indefinite.

Mr. Werner next reported on activities in the Union for the past year. A copy of his report is attached to these minutes.

Moved by Miss Meguiar and seconded by Dr. Allen that the board commend not only this report of the successful operation of the Union generally, but that the board take cognizance and express its appreciation to Miss Zipple, Director, for the splendid food service offered in the Union. Carried.

As the next item of business Mr. Werner submitted the financial report of the Union's operations. Copy is attached.

Mr. Klooz reported negotiations regarding payment of social security tax for employees of the Union. The question at the time was whether it would be necessary to pay back taxes which may amount to more than \$4000.

Moved by Mr. Werner and seconded by Dr. Allen that the financial report be accepted. Carried.

Moved by Miss Twente and seconded by Keith Spalding that a vote of commendation be given to Mr. Werner, chairman of the Union Operating Committee, for his splendid work as chairman of the committee in charge of the Union. Carried.

The meeting was adjourned for luncheon in the English Room.

Signed \_\_\_\_\_

Secretary



OFFICERS, UNIVERSITY OF KANSAS MEMORIAL CORPORATION

President	Irving Hill
Vice Pres.	Henry Werner
	M.L. Breidenthal
	Balfour S. Jeffrey
Secretary	Fred Ellsworth
Treasurer	Karl Klooz
Auditor	F.W. Hosford

BOARD OF DIRECTORS, UNIVERSITY OF KANSAS MEMORIAL CORPORATION

Irving Hill, President  
F.C. Allen  
Richard Allen  
W.J. Baumgartner  
✓ E.B. Black  
✓ M.L. Breidenthal  
Carter Butler  
✓ Thornton Cooke  
✓ Arthur Cromb  
Bob McKay  
Porter Fones  
Doris Twente  
B.S. Jeffrey  
Karl Klooz  
H.H. Lesar  
Chancellor Deane W. Malott  
Elizabeth Meguiar  
Drew McLaughlin  
C.C. Stewart  
Esther Twente  
Henry Werner



Kansas Union

Henry Werner, Chm. Oper. Com.                      Hermina Zipple, Director

Receipts

Balance from 1939-40		\$15,522.79	
Balance from 1939-40 (Trans. Acct.)		<u>64.97</u>	\$15,587.76
<b>Cafeteria:</b>			
Cash Receipts	\$24,437.11		
Coupons	4,870.45		
Value of Meals to Employees	700.34		
Value of Meals to Bldg. Employees	262.93		
Sales to Fountain	291.61		
Meals & Refreshments for Mixers, etc.	23.75		
K. U. Dept. (Transfer Checks)	<u>443.93</u>	31,030.42	
<b>Fountain:</b>			
Cash Receipts	15,684.76		
Coupons	1,387.67		
Meals to Employees	550.05		
Meals to Bldg. Employees	<u>64.03</u>	17,686.51	
<b>Recreation Room:</b>			
Cash Receipts	2,334.33		
Coupons	<u>59.34</u>	2,393.67	
<b>Mid-Week Dances:</b>			
Cash Receipts	369.72		
Coupons	<u>.63</u>	370.35	
Hall & Office Rental		2,690.94	
Library Rental		22.25	
Memorial Corporation Pledges		48.00	
1940-41 Activity Ticket		7,357.41	
Change Returned		91.00	
Refund of Money Advanced for Travel		74.65	
Miscellaneous - Refund, etc.		77.86	
Sales Tax Collected		935.47	
Fountain Booths Sold		80.00	
1940 Summer Session Activities		<u>571.68</u>	<u>63,430.21</u>
Total Receipts			\$79,017.97



Kansas Union (Continued)

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Disbursements

Cafeteria:

Salaries & Wages:			
Cash paid out	\$7,471.71		
Meals to Employees	700.34		
Tax on Meals to Employees	<u>14.01</u>	\$8,186.06	
Merchandise		17,675.19	
Equipment		798.14	
Expense	1,985.18		
Expense (Transfer Acct.)	<u>472.49</u>	<u>2,457.67</u>	\$29,117.06

Fountain:

Salaries & Wages:			
Cash Paid Out	4,728.33		
Meals to Employees	550.05		
Tax on Meals to Employees	<u>11.00</u>	5,289.38	
Merchandise		7,480.44	
Expense		1,313.43	
Equipment		<u>610.95</u>	14,694.20

Recreation Room:

Salaries & Wages		794.53	
Merchandise		385.01	
Expense & Equipment		<u>347.06</u>	1,526.60

Ballroom:

Salaries & Wages		188.16	
Expense	40.42		
Expense (Transfer Acct.)	<u>56.00</u>	<u>96.42</u>	284.58

General Expense:

Salaries & Wages:			
Cash Paid Out	4,335.41		
Meals at Cafe. for Employees	262.93		
Meals at Ft. for Employees	64.03		
Tax on Meals for Employees	<u>6.54</u>	4,868.91	
Expense:			
Travel	243.39		
Architect's Fee (New Wing)	750.00		
Student Union Activities	270.49		
Meals for Committees & Mixers	23.75		
Handling Charge	250.00		
Tax on Meals for Mixers, etc.	.48		
Repairs, Mag. Subs., Supplies	2,664.29		
Repairs (Trans. Acct.)	<u>312.63</u>	<u>4,515.03</u>	9,383.94



## Kansas Union (Continued)

## Disbursements (Continued)

Mid-Week Dances & Mixers - Orchestras	750.00
Building Improvements	16,000.88
Sales Tax remitted on Cash Receipts, Including Coupons	946.91
Change Checked Out	87.00
Furniture and Equipment	<u>159.90</u>
Total Disbursements	\$72,951.07

Balance to 1941-42: Student Org.	\$5,842.44	
Trans. Acct.	<u>224.46</u>	\$6,066.90

The report of the Kansas Union includes purchases for June 1940, but does not include purchases for June 1941. It is a combined report of the account with the Student Organizations Fund and the one carried on the books of the University of Kansas. There are two balances brought forward from the preceding year and two carried forward to the new fiscal year.

The following items were reported by Miss Zipple, Director:

Inventory, June 30, 1941 -- Cafeteria	\$1,560.16
Inventory, June 30, 1941 -- Fountain	469.64
Accounts Receivable, June 30, 1941 -- Cafeteria	3,103.30
Accounts Payable, June 30, 1941 -- Cafeteria	3,672.81
Accounts Payable, June 30, 1941 -- Fountain	1,173.50
Accounts Payable, June 30, 1941 -- Recreation Room	1.34
Accounts Payable, June 30, 1941 -- Ballroom	8.00
Accounts Payable, June 30, 1941 -- General	107.11



Condensed Statement of Cafeteria and Fountain  
 Receipts and Expenditures for the fiscal year ending June 30, 1941

## CAFETERIA:

Receipts		\$31,030.42		
Accounts Receivable 6-30-41		<u>3,103.30</u>	\$34,133.72	
Less Accounts Receivable 6-30-40			<u>1,362.84</u>	
Gross Income				\$32,770.88
Expenditures	\$29,117.06			
Accts. Payable 6-30-41	3,672.81			
Inventory 6-30-40	<u>446.85</u>	33,236.72		
Less Accts. Payable 6-30-40		<u>2,118.04</u>	31,118.68	
Less Inventory 6-30-41			<u>1,560.14</u>	
Gross Expenditures				<u>29,558.54</u>
Gain of Receipts over Expenditures				\$3,212.34

## FOUNTAIN:

Receipts				\$17,686.51
Expenditures	\$14,694.20			
Accounts Payable 6-30-41	1,173.50			
Inventory 6-30-40	<u>227.84</u>	\$16,095.54		
Less Accounts Payable 6-30-40		<u>411.71</u>	\$15,683.83	
Less Inventory 6-30-41			<u>469.64</u>	
Gross Expenditures				<u>15,214.19</u>
Gain of Receipts over Expenditures				\$2,472.32

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MINUTES ON MEETING OF COMMITTEE ON  
STUDENT LIVING CONDITIONS

The Committee on Student Living Conditions under the direction of Miss Florence Black, Chairman, met in the Office of Miss Elizabeth Meguiar, Adviser of Women, at 4:30 Thursday, April 23, 1942. Miss Meguiar, Miss Black and Miss Miller, who acted as secretary pro tem, attended the meeting. In view of the fact that Mr. Ambrosius and Mr. Clark were unable to be present, their report regarding the development of interest and plans in obtaining money for University Health Service through some benefactor was tabled.

However, in view of the fact that the committee had made a recommendation that a course of hygiene be introduced in the University curriculum, this subject was further discussed. It was decided that the matters pertaining to the curricula content were outside the jurisdiction of the committee on Student Living Conditions. Miss Meguiar suggested that a committee be appointed to study the curricular requirements, purposes and wisdom in giving a course of this character.

It was the consensus of opinion that one department should have the responsibility of a course in hygiene. Miss Meguiar suggested that the matter be referred to Doctor Canuteson for further investigation of ways and means of securing instruction in hygiene. Miss Meguiar made a brief mention of the meeting of a Lawrence Householders Committee which she and Mr. Werner attended. At the meeting<sup>of</sup> the Lawrence Householders Committee which she and Mr. Werner attended, the Lawrence householders requested that the University fill student rooms in private rooming houses, homes and boarding clubs before dormitories were rented. It was the householders request that dormitories be left idle until rooming houses were filled. No particular action was taken at the householders' meeting, since members of the University Housing Committee required time for investigation and consideration of the householders' proposition.

Miss Black suggested that we write to Manhattan for a quotation of prices



and other pertinent data regarding students' living conditions. It was the consensus of those attending the meeting that the situation in Lawrence might be comparable to that in Manhattan.

It was construed that the purpose and function of the University Committee on Student Living Conditions was to make student living conditions as fine and compatible as it can, irrespective of the concern of private home owners. Whether student accommodations are in dormitories or in rooming houses, the purpose of this committee shall be to give the best housing aid to students that is possible at the most reasonable cost.

The meeting was adjourned.

Respectfully submitted,

*Maie Miller*

Secretary Pro Tem.

MM:dd



Tell Mrs. Stockton that I would vote  
against using the reserve for this year  
Also I would try to secure the 600<sup>00</sup> for  
a certainty rather than to raise 1000<sup>00</sup> in these  
very difficult times - The purchase of 10%  
of War Bonds will cut down possible  
contributions, hence playing safe is better  
than wasting energy by shooting too high -



There will be a special meeting of the executive committee of the Recreation Council at 12:30 Tuesday, May 19, at the Colonial. Please call Mr. Dean's office, 422, on or before Monday afternoon for your reservation. It is important that we have as nearly full attendance as possible, since the program committee will submit its report for approval. If it is impossible for you to be present, please determine your attitude on the major issues of the suggestions below and delegate your proxy to some member who will be present.

Miss Stapleton's search for trained supervisors reveals the fact that our playground program must be scheduled for afternoon hours, since the only persons we can interest at our stipend of \$35 for six weeks are those who will be enabled to take morning classes on the Hill. It is thought best to delay our hours until 3 p.m. and close at 5:30; these hours will enable the small children to take a nap after lunch, and to be dismissed after the intense heat. The P.T.A. units are being asked to recruit volunteers from their membership, so that each supervisor will have an assistant to help with the younger children who wish to stay for the entire period. It may prove feasible to use these recruits for the story telling and "quiet hour" work.

The Ministerial Association wishes to ally the vacation bible school with our program. Since attendance would necessarily be on a voluntary basis, the program committee suggests that interested children be asked to appear at 2:30 for a half hour of instruction preceding our regular recreation program. I have asked Mr. Koelb, their representative who contacted me, to write a representative number of cities with similar programs for details.

The Chamber of Commerce has notified me that the swimming pool will open on or before June 1st. The swimming will be under the direction and supervision of the Junior Red Cross. Miss Santee has secured for us an assistant who holds a Red Cross certificate, and she will schedule her time to fit the convenience of the instructors. Our extremely limited funds may make it necessary for us to pay the pool entrance fee only for those children who are unable to participate otherwise. The instruction will be free, and the children who qualify will be awarded Red Cross achievement certificates.

The question of our petition for inclusion in the Community Chest must be decided. There seems to be little question as to the legitimacy of our claim to community funds, but the amount to be asked for must be given serious consideration. If we are not permitted to solicit funds in addition to the Chest allowance, our figure must be high enough to assure a well-rounded city program. Since the Board of Education will be unable to carry either the Art School or the Recreation Program on its budget next year, and since the city has no funds which



can be expended for incidentals, we must plan an inclusive budget. My personal judgment is that the \$600 figure suggested would be entirely inadequate, since our director spent \$600 last year and recommended a minimum of \$1,000 hereafter; his estimate was made at the close of last summer's program and did not include the population influx we anticipate. In addition, Miss Ellsworth-- whose budget was independent of our own last year-- used a sum in excess of \$300 for the summer art school. The city program at the Community Building has been seriously hampered by lack of money for equipment and incidental expense. Our added responsibility as a defense area means an expanded program which will include adult participants as well as children, be city-wide in scope, and operate the entire year. Our past experience with the summer program for children will be invaluable as a guide for the city program. The mayor's committee has expressed a willingness to cooperate with us on putting over our program this summer, and our obligation to help with the broader city program is clear.

The possibility of reconsidering our motion to reserve half of our funds for next year has been suggested. Such action should be taken, however, only after serious consideration. The situation has changed since that action was taken, but pledges are not coming in to the office as quickly as they did last year. Our donors are facing many pleas for money, and the expenditure of our entire fund might mean that next year we could not afford even a skeleton program. PLEASE THINK THIS OVER CAREFULLY BEFORE THE TUESDAY MEETING. I must admit that I feel an intensive drive for contributions should be made in an effort to build up our fund.

I hope I have covered the main issues; any omissions are regrettable and unintentional. I am using this method as a means of saving time at the meeting and of securing the judgment of those of you who are unable to be present on Tuesday.

Marge S. Stockton



Student Living Conditions

Committee Meeting

4<sup>30</sup> Thursday April 23,

office of  
Dean of Women.

As the main item of business we will ask for a report from Mr. Clark and Mr. ~~Ambrosius~~  
Ambrosius concerning Dr. Allens motion.

With regard to the motion concerning the new course in Hygiene-- after consideration of the matter it is the opinion of the chairman that curriculum suggestions are out of the province of this committee. If however the committee does not agree with me I should like to appoint a sub-committee to study the matter and furnish reasons for the requested change. Random questions which might be considered: (1) Procedure necessary to "require" a \* course of all students of the University (2) What courses are at present so required? If there are such does this course rank in importance with them? (3) History of Hygiene courses in the past (4) If and how the present course "Personal and Community Health" fails to meet the desired standards? (5) Can two Departments work together with sufficient ease to produce better results than those attained by one ?

The meeting will be open for suggestions, questions, and for discussion of problems by any member of the group.

I considered the last meeting most interesting because of the discussions and informative reports.

Most sincerely

Florence Black

(\* Increase in number of instructors necessary to meet such a requirement.)



MINUTES ON MEETING OF COMMITTEE ON  
STUDENT LIVING CONDITIONS

The Committee on Student Living Conditions under the direction of Miss Florence Black, chairman, met at 9:00 a. m. Saturday, February 21, in the office of the Adviser of Women, 220 Frank Strong Hall. All members of the committee--Dr. Allen, Dr. Canuteson, Mr. Ambrosius, Mr. Clark, Mr. Werner, Miss Meguiar, and Miss Black were present.

Miss Black announced that a sub-committee of the following persons--Miss Meguiar, Mr. Werner, and Mr. Ambrosius--had been appointed to handle the details regarding controversial issues between householders and students and to make financial adjustments.

Miss Black stated that the purpose of the meeting was to learn about the problems with which the committee would generally be concerned. Miss Meguiar and Miss Miller presented to each member of the committee a statement covering the following questions on housing of students--fire protection, lighting, furnishings, heating, regulations regarding size of rooms and bath room facilities, health of students, inspection service, price fixation, financial adjustments with a citation of present regulations regarding length of contract of residence and penalties for default.

Dr. Canuteson, reporting on problems of student health, pointed out that the purpose of the health service is to provide medical attention to students, physical examinations, advice on corrective defects, certain teaching work, and work on cooperative enterprises with other agencies involving housing conditions, and general welfare of the student in the class room--lighting, heating, nutrition, and environment. Medical care of the sick is a small part of the service, but the work at the University of Kansas began as hospitalization and dispensary service for the sick.



It was suggested that a survey of lighting in houses and in class rooms by the Department of Engineering would be advisable. Kansas State College of Agriculture and Applied Science put on a survey of this type and published their findings with good results. It is possible to obtain the cooperation of private householders by showing them that they can save money by providing better lighting, as many times students set up too high-powered study lamps if the room is inadequately lighted. Mr. Werner stated that in the past a lighting survey had been made at the University of Kansas in class rooms and in the library, but the cost of transition to a better lighting system was prohibitive. Dr. Canuteson mentioned that during the college years from freshmen to senior classification, ten to fifteen per cent acquire glasses due to eye strain, poor lighting or dietary deficiencies. Dr. Allen suggested that money for lighting in the library especially should not be a primary consideration.

In regard to tests for food handlers, a question was raised regarding the proper administration of the matter, and the suggestion was made that it rightfully should be a matter for the University administration instead of the Student Councils. Now every employee of the University and every food handler is required to take a test for tuberculosis. The Men's Intra-Fraternity Council has a fine of \$25.00 for each fraternity that has not had its food handlers examined within one month after the beginning of school each year. Compliance with the regulation on the part of boarding house members is purely voluntary. Some definite authoritative stand should be taken so that house presidents know that it is absolutely necessary. Dr. Allen suggested that the Committee publish a list of those who have cooperated and use that information to bring into line those who have not. Dr. Allen also suggested that the Committee work with the Student Advisers' offices and not approve houses where food handlers have not satisfactorily passed the tuberculin test. If it is apparent that it is impossible to enforce



the regulation under the present set-up, it was suggested that the matter be referred to the Chancellor for some administrative action. It was the common consent of the members of the Committee that houses not be approved unless the food handlers have been inspected for tuberculosis by the University Health Service.

Dr. Canuteson brought out the fact that frequently illnesses among students in the rooming houses are not reported. Under present regulations students may call any physician they want, but there should be some arrangement requiring the householder to report to the Students' Advisers' offices so that students will be cared for. There should be a very definite reference to some intermediate source.

Dr. Allen raised the question of educating the students to understand that they are better off when they do have hospitalization when they are ill. Many students feel that they must not report to the Student Health Service when they are ill lest they be confined to the hospital. Dr. Canuteson reviewed techniques which are used in the hospital service to encourage students who are ill to remain in the hospital and stated that 25% do go to the hospital and the average length of students' hospitalization is three days.

Mr. Ambrosius suggested a course in hygiene with credit recorded on the student's transcript for the course. Mr. Ambrosius suggested that the matter be referred to the Chancellor with the recommendation that a thorough course be given in Hygiene to all students through the combined efforts and cooperation of the University Health Service and the Department of Physical Education. A motion to this effect made by Mr. Ambrosius and seconded by Miss Meguiar was passed unanimously.



Dr. Canuteson presented the matter of overhead and decreasing enrollment and cited that loss in students' health fees would impair the service. Dr. Allen suggested that the Kansas Endowment Association be encouraged to contact some of the people of the State and secure contributions for the work and pointed out that many people over the State believe in the program. Dr. Allen moved that the Committee interest the Chancellor or the Kansas Endowment Association in the idea of obtaining money for the University Health Service through some benefactor. The motion was seconded by Mr. Clark. The chairman of the committee was authorized to appoint representatives to handle the matter. Miss Black appointed Mr. Clark and Mr. Ambrosius.

The subject of mental health of students was presented, and the need for more adequate provision along that line was discussed. There is a large scope for preventive work, and there should be some means of financing lectures on mental hygiene.

The agreement was made to have regular meetings, preferably on Saturday mornings. Meeting adjourned.

Respectfully submitted,

M

Secretary Pro Tem.



Feb. 21, 1942

STUDENT LIVING CONDITIONS

Committee      F.C. Allen  
                  Ambrosius  
                  Canuteson  
                  Clark  
                  Meguiar  
                  Werner  
                  Black - chairman

Sub-Committee

Ambrosius, Meguiar, Werner, appointed by chairman with power to act concerning problems requiring immediate attentions.

Possible aims of Committee:

- (1) To serve as a body to which problems on living conditions may be referred
- (2) To ~~take action~~ strive to better certain existing conditions

Suggested procedure

Acquaint ourselves with situation by reports from  
Miss Meguiar and Miss Miller  
Dr. Canuteson  
Mr. Werner

Possible activities

Suggestions from Committee:

Random suggestions: Jazzed up Educational Booklet ( Suggested by Mr. Werner )  
Consider 30 day notice custom ( page 30 catalogue ) , penalty for changing  
boarding places, rebates for board when absent 4 or more consecutive days,  
inspection of men's rooming houses, fire escapes ( The latter seem to be  
mentioned in minutes of many preceding meetings, so we will not neglect  
them )

Define end of semester?  
Give 15 day notice?



HOUSING COMMITTEE MEETING

Saturday, Feb. 21

Student Living Conditions:

Physical Plant: Adequate Fire Escapes and Fire Protection:

State Regulations from the Kansas Department of Inspections and Registration: "Every building....., where sleeping accommodations are furnished for pay, to transient or permanent guests, in which five or more rooms are used for the accommodation of such guests, but which does not maintain dining rooms or cafes in the same building.....shall for the purpose of this act be deemed a rooming house."

"Every building....., where food is served and sleeping accommodations are offered for pay, to transient guests, in which five or more rooms are used.....shall be for the purpose of this act deemed a hotel."

"It is hereby made the duty of the hotel commissioner to inspect, or cause to be inspected, at least once annually, every hotel, rooming house, apartment house, and restaurant in the State, and for that purpose he shall have the right of entry and access thereto, at any reasonable time."

Fire Escapes: "Every hotel, rooming house, apartment house, or restaurant in this State, which is over two stories in height shall be equipped with an iron or metallic fire escape or fire escapes on the outside of the building, connecting on each floor above the ground floor and to the cornice of the building with openings from each floor, which shall be well fastened and secured, with landings not less than six feet in length and three feet in width, guarded by an iron railing not less than thirty inches in height. Such landings shall be connected by iron fire escapes not less than two feet wide, with steps or stairs not less than six inches tread, and placed at an angle of not more than forty-five degrees. The way of egress to such fire escape shall at all times be kept free and clear of any and all obstructions of any and every nature. At every opening to every fire escape a red light shall be kept burning at night... ..and every hotel, rooming house and apartment house which is not absolutely fireproof shall keep a five-eighths-inch rope of sufficient length to reach the ground in each outside room, which rope is to be fastened near a window in a substantial manner and capable of sustaining at least five hundred pounds weight....."

Fire Extinguishers: Each and every hotel, rooming house, apartment house or restaurant, one, two, and three stories high, shall be provided with one fire extinguisher of a style and size approved by the national board of fire underwriters on each floor containing 2,500 square feet or less of floor area, and one additional fire extinguisher on each floor for each 2,500 feet or less of additional floor area. Such extinguishers shall be placed in public hallway.... and shall always be in condition for use."



### Cost of Fire Extinguishers:

Prices quoted by Lawrence Hardware Company

Soda-acid 2½-gallon \$15.50 each

In groups of 4 or more \$14.50 each

Brass Pyrene--1 quart \$12.00 each

In groups of 4 or more \$11.00 each

All must bear the seal of the National Board of Fire Underwriters test to be acceptable for service. Notes from the local Fire Chief indicate that soda-acid extinguishers are more effective on blaze but more destructive to furnishings. Those of carbon tetra-chloride type are less effective in extinguishing fire but do not have any harmful effect on furnishings.

### Physical Plant--Other Factors

Lighting and Ventilation (Minimum artificial lighting--60 watts at Furnishings (Single beds) study table and 60 watts at center or side size of Rooms Single room 7' minimum width--80 square feet Double 10x12

\* Heating 73 degrees F. ½ save 11p. m. to 6:00 a. m.

Bath Room facilities 1 complete bath for 8 persons

\* In the event that gas stoves are necessary to provide supplementary heat, the stove should be installed with non-detachable metal piping and outside vent.

### Health of Students:

Hospitalization in case of illness (No nursing care in the home)

Elimination of all common supplies--like towels, drinking cups

Emphasis upon clean linen and high housekeeping standards generally

Food Service--Physical examinations of food handlers by the

University Hospital Unit (This is now done)

Civic food inspection for determination of quality. In previous years cases of

poor food quality have been brought to our

attention--use of grade "D" raw milk for instance.

### Inspection Service:

Annual inspection of rooms from standpoint of cleanliness and upkeep by a representative of the University Housing Committee

Annual inspection of properties for fire hazards by city building inspector, also construction hazards and defects in electrical wiring.

### Price Fixation:

Determination of maximum level at which student rooms' will be listed. Current prices now of \$35.00 a month for a double room, or \$40.00 a month for a large room and sleeping porch for four, are exorbitant.



## Financial Adjustments:

### Present Regulations:

Contracts are made for the period of one semester. Students who make arrangements for rooms on a shorter basis of time should have the agreement in writing.

Students are free to remove at the end of a semester without advance notice. It is recommended in girls' houses that fifteen days' notice be given.

- # Students who remove from a rooming house to a fraternity or sorority within a semester's period are required to give sixty days' notice from the time last rent payment was due.
- # \* Students who remove from one rooming house to another within a semester's period are required to give thirty days' notice from the time a rent payment was due.

\*In women's houses this is not countenanced unless the reason is a matter of health or verified financial straits. Reason: Housemothers are expected to have some supervision over women students, and in order for them to have the proper authority and influence they must not be handicapped by the fear that they will lose income because a student who is displeased voluntarily decides to move.

#The general practice in women's houses is to give sixty days' notice and thirty days' notice by advance payment from the time the student decides to move. No charge is made if the student is obligated to remove on a health measure--householders grant the student a release without penalty.

One week's notice is required for discontinuing board when room and board are taken together. This is not a rule applicable to women's houses.



THE UNIVERSITY OF KANSAS  
SCHOOL OF EDUCATION  
LAWRENCE

EDUCATIONAL CLINIC  
READING AND STUDY LABORATORY

February 23, 1942

Mr. Forrest C. Allen,  
105 Robinson,  
University of Kansas,  
Campus.

My dear Mr. Allen:

I would like to have a meeting of the  
Committee on Athletics and Physical Recreation  
Saturday morning, February 28, in Room 16  
Fraser at 10:00 a.m.

I hope that you will find it possible to  
be present.

I will try to remind you by phone sometime  
Friday afternoon.

Sincerely yours,

*Bert A. Nash*  
Bert A. Nash,  
Chairman.

BAN:ns

*Let check  
with him  
at*



LIST OF JUNIOR MEN SELECTED BY SACHEM ADVISERS  
(Selection made before grades were checked)

Spring, 1942

Those selected with grade point index above 1.5

		Hours	Points	Index	
1.	Gillie, James H.	School of Business	81	131	1.62
2.	Tompkins, Willis	School of Business	77	182	2.38
3.	McNown, Bernard D.	School of Fine Arts	83	207	2.49
4.	Beamer, John D.	School of Engineering	146	374.5	2.56
5.	Burge, Richard A.	School of Engineering	80	170	2.13
6.	Dean, Gernard Daniel	School of Engineering	91	166	1.82
7.	Harned, Malcolm	School of Engineering	90	240	2.63
8.	McKale, Vernon J.	School of Engineering	88.5	251.5	2.84
9.	Meredith, Robt. A.	School of Engineering	60	96	1.60
10.	Snyder, Warren K.	School of Engineering	93	259	2.78
11.	Sollenberger, Marvin C.	School of Engineering	102.5	189	1.84
12.	Unruh, Carl H.	School of Engineering	88	226	2.57
13.	Conard, John	College	81	218	2.69
14.	Elliott, Chas. Wm.	College	77	142	1.84
15.	Gilles, Paul Wilson	College	84	243	2.89
16.	Pollom, Donald B.	College	73	122	1.67

Below 1.5

1.	Altman, Harlan C.	School of Business	72	106	1.47
2.	McSpadden, Larry	School of Business	79	95	1.20
3.	Miller, Richard F.	School of Education	75	92	1.23
4.	Ulrich, Hubert, Jr.	School of Education	96	71	Below C
5.	Hall, Vance	College	73	86	1.18
6.	Lillard, Thomas	College	82	116	1.41
7.	Lindsay, Joseph M.	College	73	102	1.40
8.	Meyer, Nation	College	77	91	1.18

Please bring this list  
with you to the joint  
meeting which will be  
called later.

University of Kansas  
Office of Men Students' Adviser  
March 30, 1942