

October 6, 1937.

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

Dear Dean Lawson:

In answer to your letter of the 23rd ultimo concerning the University Publicity Committee appointed by Chancellor Lindley, I beg to state that I am very happy to offer any suggestion that might be worth while, but I doubt not that most of the things that I suggest have already been thought of or suggested by someone else. At least, I am glad to offer them in the spirit of cooperation.

Take a map of the state with the outlying communities and thumbtack the different counties showing position of cities and towns therein by using differently colored thumbtacks for your certain designation, such as alumni active, alumni inactive, state senators and representatives, key business and professional men, et cetera.

Accompanying this map would be a written list of all men with their addresses and classification. This equipment to be used for all faculty members willing to work subject to the suggestions and under orders of the chairman of the committee and the alumni secretary.

Obtain from faculty members a list of their influential acquaintances over the state. For example, when Paul B. Lawson goes to Chanute or Salina to speak to the Kiwanis Club I suggest that he take other faculty members along to visit men in these towns whose cultivation will be helpful to the University. Their visit would conform to the time schedule of P. B.'s time spent in either of these towns.

It might not be a bad idea for your whole committee, after drawing up some suggestions, to submit them first to the Chancellor's Cabinet, and then in turn to the University Senate and finally to the entire faculty for the purpose of education and the dissemination of information concerning the committee's desires.

Begin at home to sell the idea here first so as to get fulsome cooperation. This publicity committee, of course, will work with the various student County Chairmen for the Christmas Vacation drive. A student-faculty hookup, much as it has been heretofore, but augmented and stimulated by this new impetus.

There could easily be a visitation committee for the purpose of visiting small towns of the state on convenient occasions. The 4-H Clubs are the life blood of K.S.A.C. The University of Kansas has no hookup similar to this. Most of our faculty members go to the larger cities out of the state to speak. What we need more than anything else is for our faculty members to visit the smaller communities and smaller towns, because the majority of the people of these very small towns go to K.S.A.C. and the University is not presented to these smaller towns and communities in the proper way. Many of these people term the whole University set-up as "high hat".

It seems that a revival of the old All-University Day for the high schools of the state would be an excellent thing. Music, dramatics, declamation, athletics - all could be thrown together in a great one or two-day University celebration. The days for these events would naturally be Friday and Saturday. Let each department put on an aggressive program and the University be host to all the boys and girls of the state. Maybe the Relays date would be a little too early. We had nearly 2,000 track athletes here last April. If we could have an additional 2,000 high school students following the other extra-curricular activities it would be a wonderful time at the University.

Also, I think we should have a recognition of the fact that there is definite propaganda out in the western end of the state that such schools as the School of Engineering, Journalism, and Education at K.U. are inferior to our sister school at Manhattan. I have heard this comment at least fifty times a year, or more. These statements should be met with definite and suitable educational propaganda.

I have talked to several freshmen entering our school this year, at least five of that number that I recall that have been told of the Aggies' superiority. And the worst part of it is that they really believed it. I am not sure yet that some of the boys here still think there is some truth in it.

Why not have some literature on our starred men of science and some on our outstanding engineers and other alumni who are leaders out in the field? We talk of this some, but we do not get it before the people. Of course, the comparison would not have to be made to Manhattan, but we could show where these different schools rank in this section.

When you go as far west as Russell, Kansas, the University's influence wanes perceptibly. Hays Teachers College and Kansas State College are the dominant influences in the lives of the people there. They really pay very little attention to the University of Kansas, except in a very small minority.

A drive by the publicity committee toward getting a bigger crop of Commencement speakers would be helpful. Instead of the Extension Division doing it alone, get the committee to put it up to the faculty on a larger loyalty to K.U. basis. I think it would be a good thing to ask Mr. W. A. Dill's ideas on this angle. Mr. Dill has some pretty definite ideas on getting K.U. before the public more forcibly.

An enlargement upon your good-will tour, using several squads to cover the state, each squad ramifying in different directions so that the anastomosis would leave no territory uncovered, would add a punch.

Personally, I would like to see some publicity on athletes who make exceptional grades as athletes go. Dean Stockton and I were on a committee, and I think he has a recommendation for the Honors Convocation for certain athletes who excel in academics. This, of course, is a local situation, but it could be publicized. The young men in a great many high schools are attracted to these personalities who show themselves as leaders both in the classroom and on the athletic field.

During the Teachers Convention here November 4, 5, and 6 I believe that we could put ourselves on parade a little more favorably. Certainly our majors in the Department of Physical Education expect to endeavor to win favorable recognition from the visiting superintendents, principals and teachers when they visit Mount Oread. Instead of calling off any of our classes on these days, we are expecting to go them one better by being busier than ever.

I string along with the fellow who said, "We can do a lot of good if we don't care who gets the credit".

I may not have one single good idea herein, but you cannot blame me for not trying.

Very cordially yours,

FCA:AH

Director of Physical Education.

THE UNIVERSITY OF KANSAS
COLLEGE OF LIBERAL ARTS
AND SCIENCES
LAWRENCE

OFFICE OF THE DEAN

September 23, 1937

Anatomia

Professor Forrest G. Allen
Department of Physical Education

My dear Professor Allen:

The Chancellor has appointed a committee consisting of Mr. Ingham, Deans Schwegler, Stockton, Swarthout, Crawford, and the writer "to consider the whole problem of publicity for the University."

I take it that the Chancellor wishes this committee to suggest a complete program of publicity for his consideration. This is such a large order, since it involves all aspects of the University, both academic and non-academic, that we feel we must have the help of every member of the staff who might have a constructive suggestion to make.

I am therefore wondering if you would be kind enough to think the matter over carefully and then sit down and write us your suggestions, and may I further ask that you mail us your suggestions by October 15.

May I remind you that by the word "publicity" we mean every type of contact between the University and the public, including publications or advertising of any sort, visitation of communities and high schools by members of the University staff, conferences and group meetings of citizens and high school students at the University, and, in short, anything and everything that might make desirable contacts for the University.

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

Sincerely yours,

Paul B. Lewis
Chairman

Take a map of the state and thumb tack the different counties using different colored thumb tacks for certain designations other faculty members.

This Comm. to meet with entire faculty to sell the idea here first. Begin at home to sell the idea here first

PBL:LES

Visitation Committees Small, Towns

University Day - Old Custom

Superiority of Aggrs over Schools

Engineering, Journalism Education Incidentally Football

JK 2 80

780
K
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[Faint handwritten notes and signatures at the top of the page, including a signature that appears to be "D. A. ..."]

BY: TES

SECRET

UNCLASSIFIED

I am pleased to have you as a member of the

University of Kansas. The University is proud to have you as a member of the faculty. The University is committed to the highest standards of scholarship and research. We are pleased to have you as a member of the faculty and we look forward to your contributions to the University.

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My best regards,

Department of History
Professor Robert G. Allen

September 23, 1931

LAWRENCE
AND SCIENCES
COLLEGE OF LIBERAL ARTS
THE UNIVERSITY OF KANSAS

OFFICE OF THE DEAN

THE UNIVERSITY OF KANSAS
Lawrence

The College of Liberal
Arts and Sciences

January 6, 1936

To the College Faculty:

This is the first of a series of mimeographed sheets which we propose to send to the members of the College faculty at irregular intervals through the year. We trust the contents of these sheets will prove both informative and interesting. Suggestions as to information or materials desired in future issues will be welcomed.

Sincerely,

Paul B. Lawson

GRADES FOR 1934-'35

The last study of the grades given in the University was made in the Registrar's office for the year 1929-'30. The study which follows was made by CSEF aid, but we hope, nevertheless, to make a similar report every year.

In interpreting the tables, the following points should be kept in mind:

1. In Table I the percentages refer to the number of marks; not to the number of hours.
2. Table II shows the average number of grade points per hour of credit in the several departments.
3. Students from other schools of the University, though enrolled in College classes, are not included in this study. In other words the figures deal only with College students.
4. It might be well for departments to compare their percentages (Table I) with those of the College as a whole. (See bottom of Table I).
5. It would not be fair to judge a department's grades on the basis of those given in a single year. Over a period of years, however, these studies should be significant.

It is suggested that each instructor figure out his own grade point index and compare it with that of his department as a whole as shown in Table II.

Below is a comparison of the percentages for 1929-'30 and 1934-'35.

	A	B	C	D	I	F
1929-'30	15.3	29.0	34.0	10.2	3.3	8.2
1934-'35	16.6	33.5	33.7	9.2	2.3	4.7

The general reduction in the percentage of I's is gratifying. In several departments, however, the figure still seems quite high.

In 1929-'30, 44.3 per cent of the grades were A's and B's.

In 1934-'35, 51.1 per cent of the grades were A's and B's.

Notice, also, the material reduction in the percentage of failures.

Are we grading more generously, or are students better, or both?

TABLE I

THE DISTRIBUTION OF MARKS IN THE COLLEGE OF LIBERAL ARTS AND SCIENCES
FOR FALL '34 - SPRING '35

		Number of Student Marks	A%	B%	C%	D%	I%	F%
Anatomy	Jr-Sr	7		28.6	57.1	14.3		
Bacteriology	Jr-Sr	190	26.3	31.6	28.4	7.9	3.7	2.1
Biochemistry	Jr-Sr	40	5.0	10.0	62.5	15.0	7.5	
Botany	Fr-Soph	226	17.8	29.6	33.1	10.2	2.2	7.1
	Jr-Sr	34	29.4	32.4	26.5		11.7	
Chemistry	Fr-Soph	409	24.0	31.0	23.7	10.0	3.9	7.4
	Jr-Sr	262	14.5	38.6	27.5	8.4	1.9	9.1
Design	Fr-Soph	25	20.0	28.0	36.0	4.0	4.0	8.0
	Jr-Sr	15	20.0	20.0	53.3	6.7		
Drawing and Painting	Fr-Soph	17	5.9	23.5	47.0	11.8		11.8
	Jr-Sr	1		100.0				
Economics	Fr-Soph	1142	10.4	21.5	41.7	16.1	.9	9.4
	Jr-Sr	337	10.1	23.4	44.8	16.0	1.8	3.9
English	Fr-Soph	2313	14.1	33.0	36.8	9.2	2.0	4.9
	Jr-Sr	626	22.3	48.4	20.8	2.3	4.8	1.4
Entomology	Fr-Soph	185	18.9	36.3	28.2	7.5	3.2	5.9
	Jr-Sr	114	20.2	30.7	38.6	.9	8.7	.9
French	Fr-Soph	498	16.4	31.8	36.8	7.4	3.8	3.8
	Jr-Sr	62	24.2	59.7	12.9	1.6	1.6	
Geology	Fr-Soph	422	14.2	26.3	38.6	14.7	.7	5.5
	Jr-Sr	59	1.6	29.0	59.2	10.2		
German	Fr-Soph	567	25.0	28.4	25.0	10.7	1.6	9.3
	Jr-Sr	33	51.5	36.4	9.1		3.0	
History	Fr-Soph	512	11.2	24.8	38.2	15.4	3.3	7.1
	Jr-Sr	442	19.5	31.9	32.3	8.2	3.4	4.7
Home Economics	Fr-Soph	315	10.8	42.9	37.8	5.0	2.2	1.3
	Jr-Sr	138	17.4	60.1	19.6	.7	2.2	
Journalism	Soph	223	8.1	34.0	34.9	14.8	1.4	6.8
	Jr-Sr	413	19.4	36.3	29.3	8.0	1.2	5.8
Latin and Greek	Fr-Soph	156	26.9	30.8	28.2	10.3	.6	3.2
	Jr-Sr	47	12.8	44.7	40.4			2.1
Mathematics	Fr-Soph	862	17.5	21.6	32.1	13.6	1.1	14.1
	Jr-Sr	46	28.3	39.1	21.8	10.8		
Military Science	Fr-Soph	178	17.9	52.8	24.7	3.4	.6	.6
	Jr-Sr	50	20.0	42.0	24.0	10.0	2.0	2.0
Music	All	321	31.5	40.8	22.1	3.1	.7	1.8

*2 - Distribution of Marks - Continued.

		Number of Student Marks	A%	B%	C%	D%	I%	F%
Philosophy	Soph	357	18.0	30.6	38.7	8.7	2.0	2.0
	Jr-Sr	66	25.8	36.3	24.2	3.0	6.1	4.6
Physical Education	Fr-Soph	602	21.4	49.1	22.0	2.0	4.4	1.1
	Jr-Sr	42	19.0	45.2	33.4		2.4	
Physics & Astronomy	Fr-Soph	244	12.7	29.5	32.8	13.5	2.8	8.7
	Jr-Sr	89	32.6	37.1	21.3	7.9	1.1	
Physiology	Fr-Soph	242	13.2	27.6	34.0	13.6	2.9	8.7
	Jr-Sr	72	11.1	40.2	27.7	11.2	1.4	8.4
Political Science	Soph	328	11.3	31.7	39.3	12.5	.3	4.9
	Jr-Sr	267	9.7	35.6	36.8	12.8	3.3	1.8
Psychology	Soph	541	14.0	30.8	43.8	8.3	1.3	1.8
	Jr-Sr	343	18.4	42.6	28.5	5.5	3.8	1.2
Religion	Soph	271	26.2	44.3	21.0	2.9	4.8	.8
	Jr-Sr	93	10.7	49.4	33.4	3.2	3.3	
School of Business	Jr-Sr	30	16.6	20.0	33.4	23.3		6.7
School of Education	Jr-Sr	575	10.9	40.7	37.3	6.8	2.6	1.7
Sociology	Soph	298	7.4	28.2	46.9	13.1	1.1	3.3
	Jr-Sr	505	7.7	34.3	45.5	5.6	4.1	2.8
Spanish	Fr-Soph	577	16.8	30.3	39.7	10.9	.2	2.1
	Jr-Sr	79	46.8	41.7	10.2		1.3	
Speech & Dramatic Art	Soph	240	10.8	38.8	38.3	9.2	1.2	1.6
	Jr-Sr	217	14.3	37.9	39.2	5.6	2.7	.5
Zoology	Fr-Soph	318	18.2	25.9	28.0	16.6	1.9	9.5
	Jr-Sr	260	41.6	41.6	12.2	1.5	2.3	.8
Total Number		17,943	16.6	33.5	33.7	9.2	2.3	4.7
Freshman-Sophomore		12,389	16.0	31.3	34.6	10.5	1.9	5.7
Junior-Senior		5,554	17.9	38.3	31.6	6.6	3.0	2.6

TABLE II

GRADE POINT INDEX FOR FALL '34 - SPRING '35

<u>Freshman-Sophomore Courses</u>		<u>Junior-Senior Courses</u>	
<u>Department</u>	<u>Index</u>	<u>Department</u>	<u>Index</u>
*Religion	1.92	German	2.43
Physical Education	1.90	Spanish	2.39
Military Science	1.84	Zoology	2.23
Design	1.68	Romance Languages	2.08
*Philosophy	1.67	Botany	2.07
Music	1.65	Home Economics	1.98
Latin and Greek	1.64	Physics and Astronomy	1.98
Chemistry	1.57	Music	1.93
Home Economics	1.57	English	1.90
Entomology	1.55	Physical Education	1.88
*Speech & Dramatic Art	1.50	Mathematics	1.84
*Psychology	1.47	Philosophy	1.77
German	1.45	Entomology	1.76
Geology	1.44	Psychology	1.74
Romance Languages	1.44	Religion	1.70
English	1.42	Military Science	1.69
Spanish	1.42	Latin and Greek	1.67
Botany	1.41	Bacteriology	1.65
Physics and Astronomy	1.32	Speech & Dramatic Art	1.61
* Political Science	1.30	History	1.59
* Journalism	1.28	Journalism	1.56
Zoology	1.27	Education	1.54
Physiology	1.24	Design	1.53
* Sociology	1.22	Sociology	1.41
History	1.18	Political Science	1.40
Mathematics	1.10	Chemistry	1.39
Economics	1.08	Physiology	1.27
Drawing and Painting	.97	Geology	1.23
		Economics	1.19
		Business Administration	1.15
		Anatomy	1.13
		Biochemistry	1.10

* Courses not open to freshmen.

Residence Requirement Is Changed

*Kauson
may
17
139*

★ College Faculty Votes Bachelor of Science Degrees in Two Depart- ments at Meeting

Sweeping changes in residence requirements for students in the College were made yesterday afternoon at a meeting of the College faculty in which two departments were given permission to offer four year courses leading to bachelor of science degrees and other minor changes were authorized.

Hereafter, exception to the regulation requiring college students to complete the last 30 hours in residence will be made. Those students taking the regular course who have earned a C average in both their total and residence records and have completed at least one previous full semester of enrollment in the college, will be required to earn only 24 of the last 30 hours in residence.

The departments of geology and physics will offer hereafter a new four-year curriculum leading to the degree of Bachelor of Science in geology and physics, it was announced following the College faculty meeting yesterday. The request of the two departments to offer a five-year curriculum leading to the degree of Bachelor of Science in geophysics was also granted.

Master of Science

Hope was expressed that the Graduate School will approve the granting of the degree of Master of Science in geophysics on completion of the five-year course, in which case both degrees will be granted at the same time.

Residence

(Continued from page one)

plement the present course in radio speaking.

The two hours of college credit now being accepted for sophomore R.O.T.C. work will hereafter be allowed regular credit along with the freshman work instead of being listed for professional credit as at present.

It was voted to accept physical education 200, the theory and practice of athletic training, for three hours of professional credit in the college.

It was reported that the letter ballot to the faculty resulted in the nomination of Professors Chubb, Taft, Shoemaker, and Hankins for membership on the administrative committee. Two of these men will be elected by letter ballot to serve on the committee for three-year terms.

The department of physics was also authorized to discontinue courses 6A and 6B in general college physics and course 64 in outlines of physics. Physics 3, introduction to Physics, a five hour course open to all students who have had one year each of high school algebra and geometry, will be offered as a substitute.

The course is designed especially for all college students desiring a general knowledge of physics, and will be a lecture demonstration course dispensing with formal laboratory work. A second new course, physics 4, in General Physics, which does contain laboratory work, will also be offered.

The faculty voted to approve a new one-hour course in geology, special report, intended for candidates for the degree of Bachelor of Science in geology.

New Speech Course

The department of speech and dramatic art will offer a new course for two hours credit entitled radio dramatic production. This will sup-

(Continued on page three)

Next year send only
names of those who
are scheduled to
cancel in afternoon.

January 13, 1939.

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

Dear Dean Lawson:

Last year at the time of enrollment for the second semester I recall that we had to make application at the last minute for members of the varsity basketball team who are students in the College of Liberal Arts to be permitted to enroll during the morning so that their afternoon practice would not be effected.

We are making a similar request this year a little advance of enrollment time, and I trust we may have your approval. The following boys on the team are registered in the College of Liberal Arts and Sciences:

Robert Allen
Penlon Durand
Donald Ebling
Howard Engleman
George Golay
Richard Harp
William Hogben
Maurice Jackson
Lester Kappelman
William McKinley
Kenneth Messner
Bruce Reid
Nelson Sullivan
Louis Thompson

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

February 11, 1939.

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

Dear Dean Lawson:

In the case of Blaine Grimes and James Trice, for whom you have cards indicating a change of grade in 1a. Elementary Basketball, I desire to assure you that these changes were made necessary due to a clerical error in computing the average for the semester.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

Dr. ~~Allen~~ --

Dean Lawson called yesterday afternoon, questioning the reason for change of grades in the cases of James Trice and Blaine Grimes. I have checked up with Mr. Allphin, and know the change was made because of errors in computing the average. Dean Lawson said they dislike very much to make a change unless it was a clerical error, and that explanation of the same should be made by letter for their protection.

Dr. Lapp

OFFICE OF THE DEAN

THE UNIVERSITY OF KANSAS

COLLEGE OF LIBERAL ARTS
AND SCIENCES

LAWRENCE

January 26, 1939

*Pe.
All enrollments
checked from
floor?*

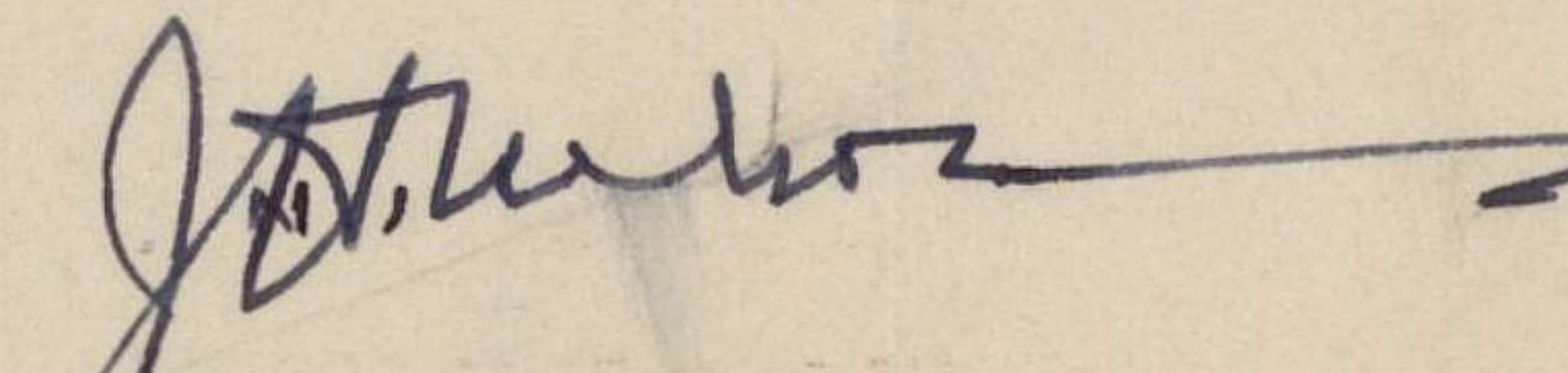
*Jane Byrum
Herb. Alphin*

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

Dear Dr. Allen:

Because neither Mr. Elbel nor Miss Hoover will be with us on the enrollment floor week after next, we are very eager to have a skillful scribe writing the cards of all College students who enroll in Physical Education. We feel that this scribe should be able to answer questions about the courses because there will be no one else representing your department available. Will you please, therefore, select a scribe who, in your opinion, can do this job well, and send us his name? Dean Lawson is holding a brief meeting of all those who are to write class cards on Monday morning, February 6, beginning at 8:20 o'clock. We hope that the scribe for Physical Education will be able to be present.

Sincerely yours,



J. H. Nelson
Associate Dean

JHN/f b

THE UNIVERSITY OF KANSAS

COLLEGE OF LIBERAL ARTS
AND SCIENCES

LAWRENCE

January 21, 1939

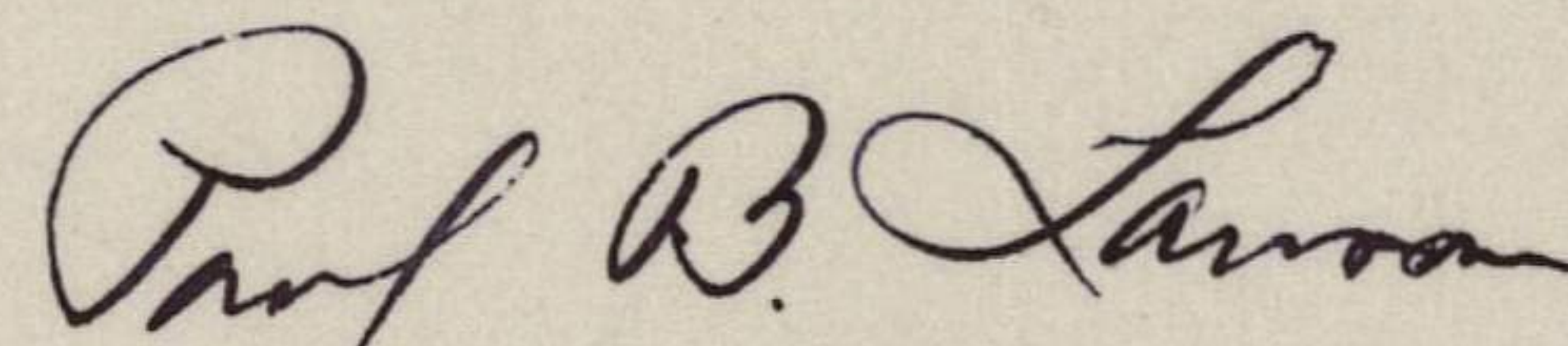
OFFICE OF THE DEAN

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

My dear Dr. Allen:

I regret that the change in the number and prerequisites of "Principles of Community Recreation" did not get into our schedule. As far as the College is concerned it will be all right to enroll students according to its former status or according to its new status, whichever you prefer, although it would make for less confusion if we did the former for this semester. Dean Stouffer has told me that from the point of view of the Graduate School, he would for this semester be willing to continue on the old basis as regards this course.

Sincerely yours,



Paul B. Lawson, Dean

PBL/fb

P.S. In this semester we'd prefer to follow our schedule.

January 30, 1939.

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

Dear Dean Lawson:

We are very heartily in accord with the suggestions offered in your letter of January 27 concerning the grades for the two half semesters' work in freshman-sophomore Physical Education. The method outlined in your letter is excellent, and our instructors will, I am sure, be very happy to conform. I am enclosing a copy of the letter I am sending out today to the instructors in our department.

Thanking you for your very helpful suggestion,

I am

Sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

January 30, 1939.

To Members of the Department of Physical Education:

In regard to the averaging of the grades for the two half semester's work in freshman-sophomore Physical Education, I feel that the following method as suggested by Dean Lawson, will be the most satisfactory way of handling this matter.

"First, we do not care to give students grades for less than an hour of work in any field. Therefore, students who complete the first half of the semester's work should formally withdraw from the second half of the semester's work if they do not care to take the latter. They would then receive no grade whatever for the semester.

"Second, students who complete the first half-semester's work and do not take the second half of the work and who do not take the trouble to withdraw from the latter should receive a failure for the entire semester.

"Third, in all other cases the two halves should be averaged by any method worked out by and agreeable to the instructors in your department. Personally it seems that a student might by a small margin fail in one half of the semester's work but do so well in the other half that he still might receive a passing grade in the entire semester's program. On the other hand, if a student by sheer neglect or sheer lack of interest failed seriously in one half of the semester's work, I think he should receive thereby a failure in the entire semester's program."

I feel sure if each one of you will keep this in mind in making out your grades for the freshman-sophomore courses that there will be no difficulty in having a systematic record of these grades. I have assured Dean Lawson of our hearty cooperation in this matter.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

PCA:AH

THE UNIVERSITY OF KANSAS

COLLEGE OF LIBERAL ARTS
AND SCIENCES
LAWRENCE

OFFICE OF THE DEAN

January 27, 1939

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

My dear Dr. Allen:

There still seems to be some question about the averaging of the grades for the two-half semesters' work in freshman-sophomore Physical Education. I am wondering, therefore, if we could not agree on the following method which would then be known to all of us:

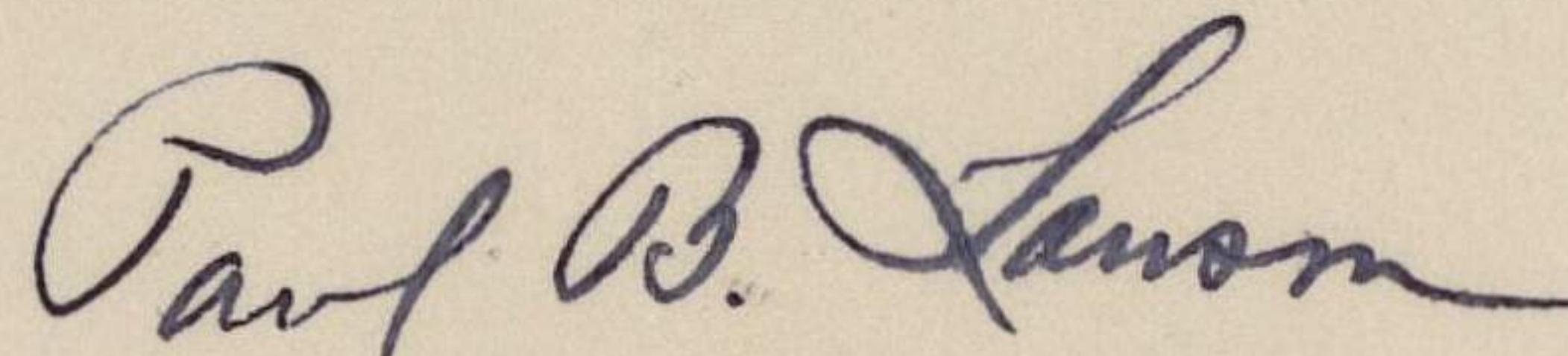
First, we do not care to give students grades for less than an hour of work in any field. Therefore, students who complete the first half of the semester's work should formally withdraw from the second half of the semester's work if they do not care to take the latter. They would then receive no grade whatever for the semester.

Second, students who complete the first half-semester's work and do not take the second half of the work and who do not take the trouble to withdraw from the latter should receive a failure for the entire semester.

Third, in all other cases the two halves should be averaged by any method worked out by and agreeable to the instructors in your department. Personally it seems that a student might by a small margin fail in one half of the semester's work but do so well in the other half that he still might receive a passing grade in the entire semester's program. On the other hand, if a student by sheer neglect or sheer lack of interest failed seriously in one half of the semester's work, I think he should receive thereby a failure in the entire semester's program.

Will you kindly take this matter up with the instructors concerned and advise me if some such arrangement will clarify the matter and be satisfactory to all concerned.

Sincerely yours,



Paul B. Lawson, Dean

PBL/fb

January 28, 1939.

Dean J. H. Nelson,
College of Liberal Arts & Sciences,
University of Kansas.

Dear Dean Nelson:

We feel that there should be two scribes for the Department of Physical Education at enrollment time, and for that reason we are selecting Miss Jane Byrn and Mr. Herbert Allphin, both members of the department, to act as scribes. I am sure they are both very competent and will do a good job in the new arrangement. We shall ask them to be present at the meeting called by Dean Lawson on Monday, February 6, at 8:20 o'clock.

Assuring you of our desire to cooperate, I am

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

THE UNIVERSITY OF KANSAS

COLLEGE OF LIBERAL ARTS
AND SCIENCES

LAWRENCE

January 25, 1939

OFFICE OF THE DEAN

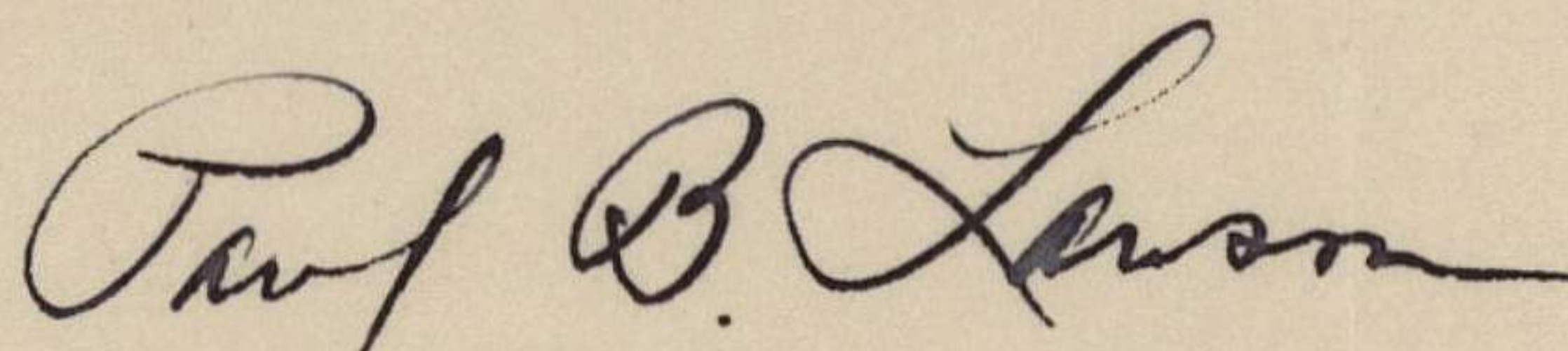
Dr. Forrest C. Allen
Department of Physical Education
University of Kansas

My dear Doctor Allen:

I have looked through our records and find that at no time was Mr. Malcolm Brumwell enrolled in Boxing in the fall semester of 1935. We have the record that he was withdrawn from Swimming, but no additional enrollment was made. I do not feel, therefore, that we can allow credit for work for which our office shows no enrollment.

In any case, even without this credit Mr. Brumwell needs to take only 12 hours of work to graduate this spring, so that no real injury is being done him. His case, however, does show the necessity of having the physical education instructors make sure they have class cards for all of their pupils for each half of the semester.

Sincerely yours,



Paul B. Lawson, Dean

PBL:BB

January 17, 1939.

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

Dear Dean Lawson:

I have been informed that there has been some question regarding the physical education grade for Malcolm J. Brunwell for the fall semester of 1935.

As I understand it, the situation is this: he took 3a Elementary Swimming the first half of the semester, in which he made a grade of "B". The second half he started to take 3b Intermediate swimming, but after about two weeks developed sinus trouble and was advised not to take swimming. Course 15a Elementary Boxing came at the same hour, and it is my understanding that your office gave permission for Mr. Brunwell to shift to this boxing class. Our records show that he made a grade of "B" in this activity. He also received a "B" in Health Instruction, which made him an average grade of "B" for his physical education work that semester.

I trust this will clear up the matter for Mr. Brunwell's record. If there is anything further that I can do I shall be glad to hear from you.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

UNIVERSITY OF KANSAS
LAWRENCE

DEPARTMENT OF PHYSICAL EDUCATION

January 9, 1939.

Dr. F. C. Allen,
Robinson Gymnasium.

Dear Sir:

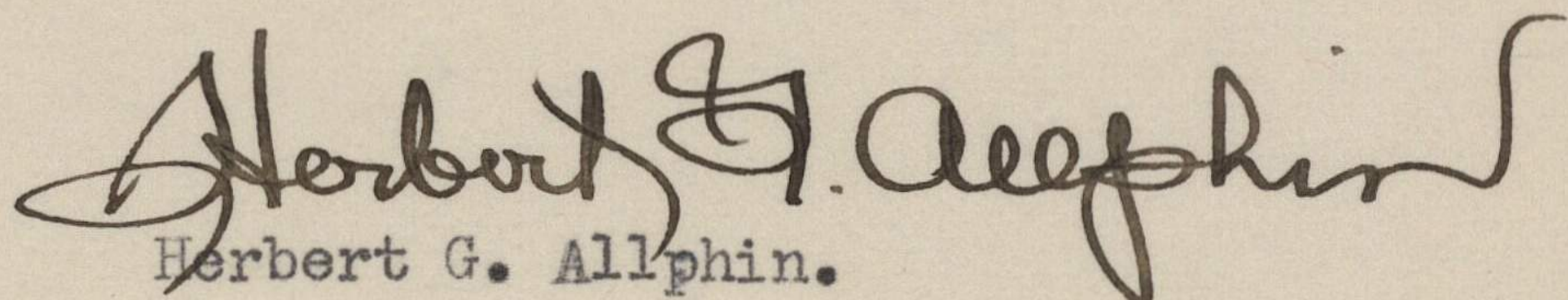
There seems to be some question regarding the physical education grade of Malcolm J. Brumwell for the fall semester of 1935.

The situation is this: He took 3a Elementary Swimming the first half, and made a "B"; he took 3b Intermediate Swimming the second half, but after about two weeks developed sinus trouble, and was advised not to take swimming; 15a Elementary Boxing came at the same hour, and it is my opinion that we received Dean Lawson's permission to shift him to the boxing class. The records show that Brumwell made a "B" in boxing. He received a grade in Health Instruction of "B", which made an average of "B".

I think the big question is this - did Brumwell take the boxing course for which he received a grade. He did.

Dr. Allen, will you please write a letter to Dean Lawson at your convenience?

Very cordially,


Herbert G. Allphin.

January 17, 1939.

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

Dear Dean Lawson.

We are in a dilemma in regard to an offering for the second semester, and I should like to ask your advice.

Our course in Principles of Community Recreation is listed as #57 in the College schedule, and in the Education and Graduate schedules it is listed as #100. This course was recently approved to give graduate credit, hence the change in number. There is a slight change in the prerequisites, namely, three hours of general sociology, and for physical education majors not less than ten hours of physical education.

I shall be glad to have your suggestion in regard to the numbering.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

November 19, 1938.

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

Dear Dean Lawson:

Supplementing my letter of November 16, I desire to report the following additional changes in gym enrollment for the second half of the fall semester for College students:

Iso, John, Jr., - from 6bA. Indiv. Gymnastics, to 45aA. Elementary Badminton, 1:30 MWF.

Randall, Mary - from 45aB. Elem. Badminton to 45aA. Elem. Badminton, 1:30 MWF.

Durein, Mary - from 45aB. Elem. Badminton to 45aA. Elem. Badminton, 10:30 MWF.

Durein, Eleanor - from 45aB. Elem. Badminton to 45aA. Elem. Badminton, 10:30 MWF.

Gilbert, Glenda - not reporting for 45aB. Elem. Badminton, 3:30 MWF.

Lessenden, Chester - not reporting for 6bA. Individual Gymnastics, 2:30 MWF.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

November 16, 1938.

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

Dear Dean Lawson:

I find that the following College students wish to make a change in their gym enrollment for the second half of the fall semester:

Cierny, George W. - from 1a. Elementary Basketball, 11:30 TTF, to 1c. Advanced Basketball, 11:30 MWF.

White, Harry - from 1a. Elementary Basketball, 11:30 TTF, to 1c. Advanced Basketball, 11:30 MWF.

Francisco, William - from 1a. Elementary Basketball, 11:30 TTF, to 42a. Elementary Fencing, 4:30 MWF.

Linscott, Sidney S. - from 5b. Handball, 9:30 TTF, to 15a. Elementary Boxing, 10:30 MW, Friday by appointment.

Petty, Charles G. - from 8b. Gen. P.E., to 1c. Adv. Basketball, 11:30, MWF.

These classes are starting now, and I trust these changes may have your approval.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

Change,

Ise John Jr., from 6bA individual gymnastics to 45aA El Badminton 1:30 mwf(men)

Randall Mary from 45aB El Badminton to 45aA El Badminton 1:30 MWF (Men)

Durein Mary from 45aB El Bad. 3:30 MWF(Men) to 45aA El Bad. 10:30 MWF (Women)

Durein Eleanor " " " " " " " " " "

Gilbert Glenda 45aB El Bad. 3:30 MWF not reporting.

Lessenden Chester 6bA Individual Gym., 2:30 MWF not reporting.