

UNIVERSITY OF KANSAS
Graduate School

To Chairmen and Heads of Departments:

As the result of resignations during the present semester, there will be a few graduate scholarships of approximately \$100 each open for the second semester this year. Since the number available is limited, no general announcement of these scholarships is being made, but the Administrative Committee of the Graduate School is asking that departments submit the names of graduate students who should be considered. The Committee will be particularly interested in students with high scholastic records who seem to be in financial need.

It will be necessary to send only the names of the students to the Graduate Office. It will not be necessary for the student to make an application, and, for the present, no letters of recommendation are requested.

If you have names to submit, please send them to the Graduate Office, 225 Frank Strong Hall, not later than January 24, 1939.

Very sincerely yours,

E.B. STOUFFER, Dean

January 11, 1939

EBS:EC

*M. Rich
L. L. +
Swanson ?
grades ?*

December 15, 1938.

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

Dear Dean Stouffer:

In response to your letter to the faculty asking for suggestions of persons who might be considered qualified for the position of Chancellor of the University, I wish to submit the name of George R. Esterly, Dean of the School of Business Administration, University of Newark, Newark, New Jersey.

Mr. Esterly received his Bachelor's degree from the University of Kansas in 1923, and was elected to Phi Beta Kappa here. He then attended the Harvard School of Business Administration, receiving his Master's degree from that school in 1925. He taught at the University of Arkansas and then at Northwestern University. He was also at the University of Pittsburgh for three years.

Since going to the University of Newark, Mr. Esterly has built a splendid School of Business Administration there. The enrollment in that school has increased from 112 in 1929 to over a thousand students in the nine years that Mr. Esterly has administered the department.

Mr. Esterly is a young man, 37 years of age. He is keen, progressive, and has the high esteem and regard of his fellow workers. I respectfully submit his name for consideration of the committee.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

THE UNIVERSITY OF KANSAS
Lawrence

December 13, 1938

To the Members of the University Faculty:

The committee selected jointly by the University Senate and the Chancellor's Cabinet to act in an advisory capacity to the Board of Regents in its selection of a successor to Chancellor Lindley is constituted as follows: L. E. Anderson, C. D. Clark, R. M. Davis, E. R. Elbel, Domenico Gagliardo, W. S. Johnson, F. E. Kester, P. B. Lawson, F. A. Russell, E. B. Stouffer, A. H. Turney, H. R. Wahl. The committee has named the undersigned as chairman and Domenico Gagliardo as secretary.

Dr. H. L. Snyder of the Board of Regents is chairman of the subcommittee which is to seek prospective candidates and to report upon them to the Board. It is the function of the University committee to assist Dr. Snyder in any way that he may desire.

Dr. Snyder has requested that the names of persons considered qualified and possibly available for the position be submitted to him at an early date. The University committee is therefore asking that each member of the faculty give thought to this highly important matter and send his suggestions in writing to Room 225 Frank Strong Hall not later than Friday noon of this week. It is assumed that this will be a preliminary list and that additional names may be submitted at any time in the near future. Only the names of persons not on the staff of the University are desired at the present time.

It will be of distinct assistance to the committee if as much information as is readily available is furnished concerning each person mentioned. His full name, age, present address, academic training, professional experience and achievements are items which should be included.

Your prompt cooperation will be much appreciated by the committee.

Sincerely yours,

E. B. STOFFER,
Chairman of the Committee

Geo. R. Esterly 90 Newark 7
37 Aug. 1901

See Johnson

AB U.K. PB Kappa
Harvard M.A. '25
U. Ark
Newark 901

NATIONAL BASKETBALL COMMITTEE

of the UNITED STATES and CANADA

CHAIRMEN OF SUB-COMMITTEES

Executive H. H. SALMON, JR.	Publication OSWALD TOWER
Research FORREST C. ALLEN	Questionnaire H. V. PORTER
Game Administration SUMNER A. DOLE	

CHAIRMAN, H. H. SALMON, JR.
40 Wall St., New York, N. Y.

SECRETARY, H. V. PORTER
11 So. LaSalle St., Chicago, Illinois

VICE CHAIRMAN, JOHN BUNN
Stanford Univ., Palo Alto, Cal.

TREASURER, FLOYD A. ROWE
Board of Education, Cleveland, Ohio

EDITOR, OSWALD TOWER
Andover, Massachusetts

November 19, 1938.

**Complete List of
Committee Members**

F. C. Allen
Univ. of Kansas
Lawrence, Kansas

John Brown
347 Madison Ave.
New York, New York

John Bunn
Stanford Univ.
Palo Alto, California

J. H. Crocker
Univ. of Western Ontario
London, Ont., Canada

M. C. Cunningham
High School
Desloge, Missouri

Sumner A. Dole
Connecticut State College
Storrs, Connecticut

H. D. Edgren
George Williams College
Chicago, Illinois

E. J. Hickox
Springfield College
Springfield, Massachusetts

Frank P. Maguire
Dept. of Public Instruction
Harrisburg, Pennsylvania

W. E. Meanwell
Shorewood Hills
Madison, Wisconsin

Curtis Parker
Centenary College
Shreveport, Louisiana

H. V. Porter
11 So. LaSalle St.
Chicago, Illinois

Samuel Rogers
210 Confederation Life Bldg.
Toronto, Ont., Canada

Floyd A. Rowe
Board of Education
Cleveland, Ohio

J. W. St. Clair
Southern Methodist Univ.
Dallas, Texas

H. H. Salmon, Jr.
40 Wall St.
New York, New York

Oswald Tower
Andover, Massachusetts

Willard A. Witte
Univ. of Wyoming
Laramie, Wyoming

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

Dear Dean Stouffer:

I desire to set forth some material as to why I think course #91 Advanced Basketball should be given Graduate credit.

May I state that for over twelve years I have been chairman of the Research Committee of the National Basketball Rules Committee of the United States and Canada. This committee represents the National Collegiate Athletic Association, the National High School Federation, the Canadian Association, and the Young Men's Christian Association.

I am also representative of the Rules Body from the Fifth District of the N.C.A.A.

As head of the Department of Physical Education I am interested especially in the durable angle of basketball as it relates to an educational game, as compared to basketball as a sport.

The members of my Research Committee are John W. Bunn, of Stanford University, H. V. Porter, of Chicago, secretary of the National Federation of High Schools and also executive secretary of the Illinois High School Athletic Association, Floyd A. Rowe, supervisor of Physical Education of the Cleveland, Ohio, Public Schools, E. J. Hickox, of Springfield, Mass., Y.M.C.A. College, and Curtis Parker, of Centenary College.

During the past years we have in collaboration with our co-workers done research on -

- (1) the effects of strain of basketball upon kidney, heart and lungs - vital organs - of high school boys;
- (2) the effects of strain of basketball upon kidney, heart and lungs - vital organs - of college men;
- (3) the effects of strain of basketball upon kidney, heart and lungs - vital organs - of men after playing four years of college basketball;

(4) the effects of strain of basketball upon kidney, heart and lungs - vital organs - on the emotional and physical development of competitive inter-school as well as intra-school league competition upon the junior high school boy.

On pages 19 to 29 of "Better Basketball" we have described some research upon height of basket, time of players in action during actual game competition, and so forth. I am sending a book over for your hasty perusal. On pages 107 to 115 we have done an original piece of work on motivation of basketball fundamentals for the younger boy. We have used the Lawrence Junior High School boys and Coach Perry as our laboratory. I would be glad for you to hastily glance over this.

I am also enclosing an original study that I suggested to my co-workers and which was done by Doctors E. R. Elbel and V. W. Lapp. This work has caused much comment among the coaching profession and we have had many demands from outstanding coaches for it.

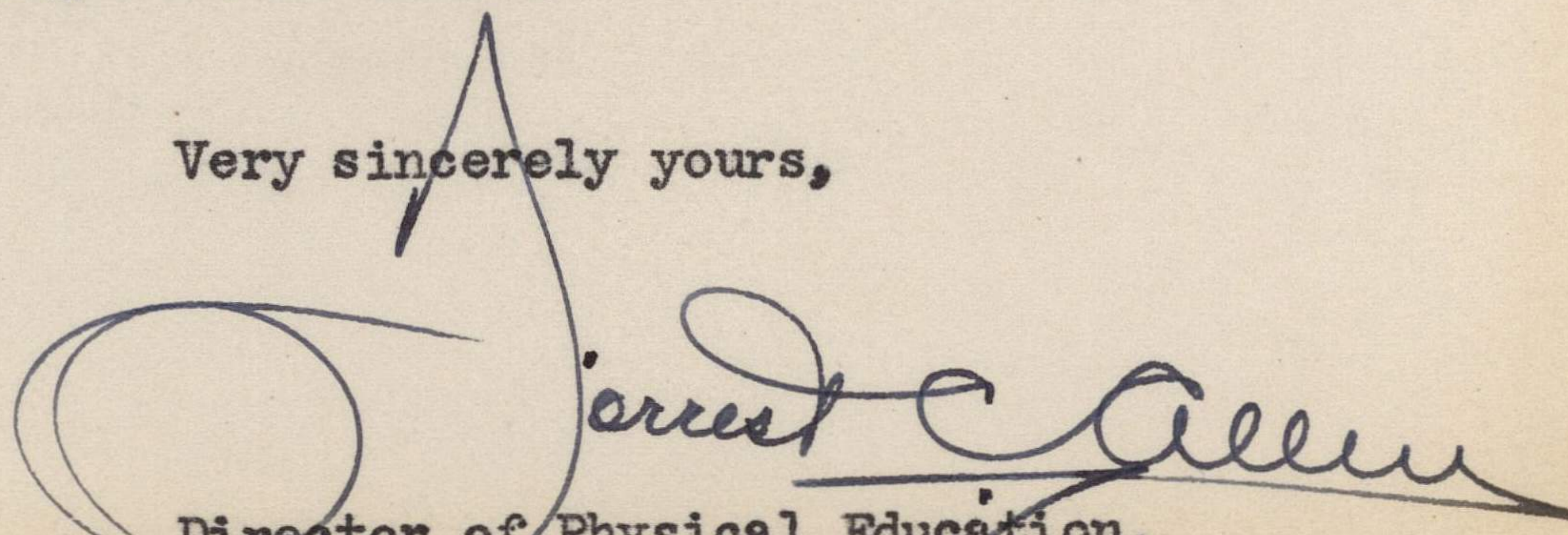
In this course of graduate study in basketball we expect very definitely to deal with the psychology of coaching basketball.

- (1) The laws and principles of learning
- (2) The intent to learn
- (3) The incentives to practice
- (4) Knowledge of errors
- (5) Knowledge of when material learned is to be used
- (6) Practice makes perfect only when we obey the laws and principles of learning
- (7) Unless the learner makes a strong resolve to learn and unless he attends to his task his rate of improvement will be slow
- (8) The resolution or the intent to learn must be supported by as many incentives as the learner can find in his own experience or the coach can bring from his experiences
- (9) Common incentives are (a) knowledge of the goal toward which one is working; (b) knowledge of scores and records; (c) knowledge of errors; and (d) knowledge of when the skill that is being acquired will be used.
- (10) The practice period should be made a play period, but the men should be treated as if they were subject to some of the principles which have been derived from the work curve.

In this course of basketball we demonstrate these methods and procedures of teaching. We teach basketball as a game, not as a sport particularly.

I thought this might help you in presenting to the committee our viewpoint of presenting this material.

Very sincerely yours,


Director of Physical Education,
Varsity Basketball Coach.

(2367)

adv B.B.

Presq - 15 hrs Thy. Ed

Credit 3 hrs.

November 19, 1938.

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

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Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

November 23, 1938.

Dean R. A. Schwegler,
School of Education.

Dear Dean Schwegler:

I am sending you a carbon copy of the letter that I wrote Dean E. B. Stouffer of the Graduate School concerning the description of the material to be used in teaching Advanced Basketball. I thought you would like to peruse this and perhaps submit it to your committee for consideration when they study the contents of this course.

Dean Stouffer thought that I should amplify further on the description of the Treatment of Athletic Injuries course. I explained to him that the taping of an injury required the definite knowledge of the origin and insertion of a muscle so that the individual doing the taping could intelligently apply this support thereby lessening the strain upon the tissues.

Dean Stouffer further questioned whether this work was of real graduate origin. I stated him a case in point in treating an injury to the shoulder. I told him that it was very necessary that this student by having taken Anatomy would understand the structure of the parts. I said, "For instance, here is some of the knowledge required and the material that we teach. The athlete in question who has been playing has suffered a severe injury to his shoulder so that he does not easily raise the arm. Now, this is one phase of the knowledge required - the deltoid muscle with its origin in the outer two-thirds of the clavicle, the acromion, and the spine of the scapula; the insertion is in the shaft of the humerus. The enervation or nerve supply is from the circumflex, from the brachial plexus from the upper and lower branches. It is necessary for the student to know the nerve supply so that he can intelligently tape the shoulder, lessening the strain thereon, and it is also necessary that he have the knowledge of how to massage and also how to operate the heat lamps as well as the diathermy machine."

After I had made several of these observations to Dean Stouffer he thought we should restate the course as it is now written. For that reason I am augmenting the description with this added information. You can see how vital and necessary it is that the individual have the prerequisite of Anatomy, but this is only one phase of the description of this course which I thought was already too long. But it was impossible to include every bit

of the subject matter that we teach in the description. You can further see that we have stressed the matter of need for medical advice in case of injuries, which is recommended through the course.

Very sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

November 23, 1938.

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School of Education.

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Very sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

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November 23, 1938.

Dean R. A. Schwegler,
School of Education,
University of Kansas.

Dear Dean Schwegler:

The research study which I mention in my letter to Dean Stouffer as being suggested by me to Dr. Elbel and Dr. Lapp is temporarily out of print. I sent the last copy we had over to Dean Stouffer, but we are having some more prepared and I will send you a copy within a very short time.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

November 16, 1938.

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

Dear Dean Stouffer:

I desire to make a progress report to you in regard to the courses in Physical Education which we are proposing to offer for Graduate credit.

We submitted a list to Dean Schwegler of the courses that we desired to have carry Graduate credit, suggesting the new numbers for certain courses that we are now offering for undergraduate credit, and also listing new courses to be included in this group. Dean Schwegler was of the opinion that we were asking for too many courses, and asked that we submit a revision of this first list.

I am enclosing a copy of this re-submission to Dean Schwegler so that you may know what we have done. We, of course, cannot do anything more until we have the approval of the School of Education.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

Dear
Stouffer

— Seminar in Physical Education.

Either semester. Three hours credit.

An intensive study of the various
phases of physical education. ~~Thorough~~

Full preparation and presentation of
various subjects will be required.

July 12, 1938

Professor V. W. Lapp
Assistant Professor
Department of Physical Education
University of Kansas

My dear Professor Lapp:

I am writing to inform you that the Graduate Research Committee has deferred action upon your request for \$70 for the purchase of apparatus to be used in connection with your study of muscular reactions.

Action has been delayed until fall because of the fact that the requests exceeded to considerable extent the amount available to the Research Committee. It is hoped that additional funds may become available by fall, and if such is the case your request will be taken up for further consideration.

Most cordially yours,

E. B. Stouffer, Chairman
Graduate Research Committee

MBS:EC

UNIVERSITY OF KANSAS
THE GRADUATE OFFICE

September 22, 1937

TO MEMBERS OF THE FACULTY:

For the academic year 1937-38 the sum of \$1000 is available to help defray the traveling expenses of members of the faculty who attend meetings of national societies. The Graduate Research Committee has established the following regulations for the distribution of the fund:

- A. A member of the faculty who attends a meeting of a national society and presents, in person, either a research paper which will probably be published or a paper especially requested by the program committee shall be eligible to apply for a grant.
- B. A member of the faculty who is president or other official presiding officer of a national society, or of a main section of a national society, or who is secretary of a national society, or who is editor-in-chief of the official journal of a national society, shall be eligible to apply for a grant to attend one meeting of the society during the year.
- C. The maximum of each grant shall be two cents per mile each way. In no case shall a grant exceed the necessary cost of transportation by railroad (not including pullman). In case several persons travel by private automobile, the total amount granted to all persons traveling in a single car shall not exceed five cents per mile each way.

Members of the faculty desiring grants from this fund must present written requests at the Graduate Office at least one month in advance of the trip. The application so far in advance is made necessary by a law enacted by the last legislature requiring that approval by the Board of Regents of each out-of-state trip be in the office of the State Auditor before the trip is taken.

Applications for grants must be approved by a sub-committee of the Graduate Research Committee. Each application should include a statement giving the following information:

1. Name of organization.
2. Place and date of meeting.
3. Title, brief abstract of contents and probable place of publication of papers to be presented.
4. Official title if applying for a grant as an officer.

Before payment of an approved grant can be made, the receipts for railroad fare both ways, or other evidence of the cost of transportation, must be presented at the Graduate Office and the proper voucher signed there.

E. B. STOUFFER, Chairman
Graduate Research Committee

UNIVERSITY OF KANSAS
Lawrence

Department of Physical Education

December 7, 1937.

TO MEMBERS OF THE DEPARTMENT OF PHYSICAL EDUCATION:

I am enclosing herewith a carbon copy of a letter received from Dean E. B. Stouffer, of the Graduate School, in regard to the possibility of offering graduate work in Physical Education.

You will also be interested to know that the Administrative Committee of the Graduate School has recently approved for graduate credit the new course, 174 Tests and Measurements in Physical Education, which will be offered in the Summer School this year by the Department of Physical Education.

I believe we are now making definite progress in building up a program of graduate study in our department.

Very sincerely yours,

Director of Physical Education.

December 1, 1937.

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

Dear Dean Stouffer:

Thank you for your letter of November 29th
advising us that the Administrative Committee of the
Graduate School has approved for graduate credit the
new course in Physical Education - 174 Tests and
Measurements in Physical Education.

We are greatly pleased that this first step
toward graduate work in Physical Education has been
taken.

Very cordially yours,

H

Director of Physical Education.

UNIVERSITY OF KANSAS
LAWRENCE

THE GRADUATE SCHOOL

Office of the Dean

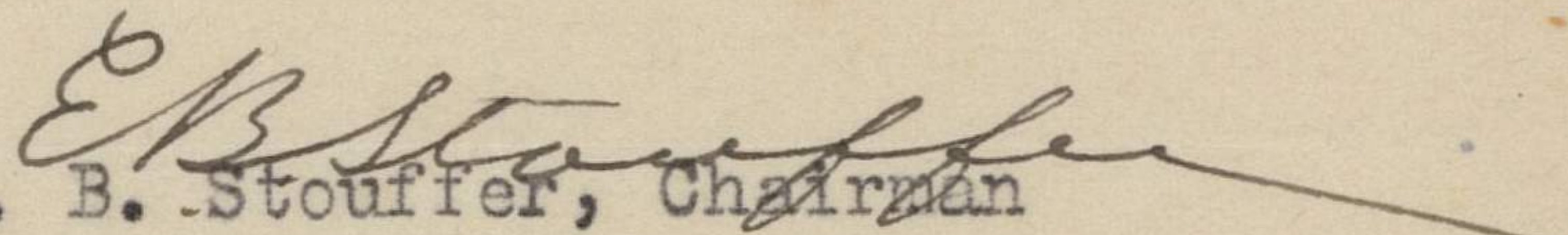
November 29, 1937

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

My dear Dr. Allen:

I am writing to inform you that at a recent meeting of the Administrative Committee of the Graduate School the new course 174 TESTS AND MEASUREMENTS IN PHYSICAL EDUCATION was approved for graduate credit.

Very sincerely yours,


E. B. Stouffer, Chairman
Administrative Committee

EBS:EC

UNIVERSITY OF KANSAS

Graduate School

May 21, 1940

TO MEMBERS OF THE FACULTY:

The proposed University budget for 1940-1941 includes an item of a few thousand dollars for assistance to research projects of members of the Faculty. The Research Committee plans to give early consideration to the distribution of the fund and is, therefore, asking that requests for grants be submitted promptly.

The item in the budget is entirely from the maintenance fund. Consequently, grants cannot be made involving the direct payment of salaries or wages.

It is very important that each request be carefully considered before being submitted. It is altogether probable that the total amount requested for even the very worthy projects cannot be granted. It would be helpful to the Committee if each person submitting a request were to obtain the endorsement in writing of the head or chairman of his department.

With each application there should be furnished as complete and as accurate information as possible on the following points:

1. Nature of the project and probable results to be obtained.
2. Its present state of completion.
3. Total amount necessary during 1940-1941 from the research fund and specific purposes for which each portion of the sum is to be used.
4. Probable amount necessary from the fund in future years in order to complete the project.

Members of the Faculty who wish to apply for grants should submit their requests in writing by June 1, 1940.

Very sincerely yours,

E.B. STOUFFER

Chairman, Graduate Research Committee

P.S. Any amount remaining from previous grants on projects which are now terminated should be returned to the Graduate Research Fund for use during the coming year.

E.B.S.

EBS:EC

INSTRUCTIONS TO CANDIDATES FOR THE MASTER'S DEGREE
1939-1940

Students who expect to receive the master's degree at the coming commencement should observe the following rules:

1. Application for the degree should be signed at the Registrar's Office and the diploma fee of \$7.50 (\$5.00 for students who already hold a degree from the University of Kansas) paid at the Business Office as soon as convenient and in any case before May 25.
2. A tentative draft of the complete thesis should be presented to the major department by May 10, and the thesis should be presented to the department for final approval by May 24.
3. After the thesis is accepted by the major department, a typewritten copy and a first carbon (black) copy must be prepared for filing in the University Library. It is required that both copies of the thesis should be on a medium weight bond paper $8\frac{1}{2}$ by 11 inches, with at least one and one-half inch margin on the left-hand side and at least a one inch margin at top, bottom, and right-hand side. The form for the title page may be obtained at the Graduate Office.
4. The thesis should ordinarily contain a table of contents and a bibliography. References may be made by footnotes at the bottom of the page or by notes and references collected at the end of the thesis. A style book for thesis writing is on file in the Graduate Office and may be consulted at any time.
5. The original and the first carbon copy of the thesis, each bound in cloth, must be deposited in the Graduate Office not later than June 4. The binding can be done satisfactorily by the Journal-World.
6. The general examination over the major field must be held not later than May 27. Arrangements for this examination should be made with the major department.
7. In order to secure the degree, candidates who are in residence during the second semester must be present in academic costume at the commencement exercises. Candidates will be excused from attendance only in case satisfactory reasons are presented in advance.

E. B. STOUFFER
Dean of the Graduate School

(This is a sample of the title page to be used
for the master's degree thesis.)

THE GEOLOGY OF MOUNT OREAD

by

John E. Doe
A.B., University of Kansas, 1934

Submitted to the Department of
Geology and the Faculty of the
Graduate School of the University
of Kansas in partial fulfillment
of the requirements for the de-
gree of Master of Arts.

Instructor in charge

May, 1938

For the department

May 20, 1940.

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

Dear Dean Stouffer:

After our conversation this morning I felt that perhaps you were under the impression that I had been absent so much during the past few weeks on speaking engagements that I might have neglected my teaching schedule.

My classes are all on Tuesday and Thursday mornings, and I have been careful to schedule my appointments so there would be no conflict. I think I have missed only one class day because of these speaking engagements, and in that case I made arrangements ahead of time for the classes to be handled by other members of the department.

With best wishes, I am

Sincerely yours,

FCA:AH

Director of Physical Education and Recreation,
Varsity Basketball Coach.

March 14, 1940.

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

Dear Dean Stouffer:

I am enclosing an announcement from the University of California concerning the graduate teaching assistantships in Physical Education that will be available for candidates interested in obtaining the master's degree.

I am calling this to your attention because I feel that we are about ready for something of this sort in our department. We have several outstanding seniors, both men and women, in our major group this year.

I shall be glad to have your reaction to this suggestion.

Sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:AH