

UNIVERSITY OF MISSOURI  
C O L U M B I A

January 20, 1945

DEPARTMENT OF PHYSICAL EDUCATION

Dr. Forrest Allen  
Director of Physical Education  
University of Kansas  
Lawrence, Kansas

Dear Dr. Allen:

Re: Letter January 17

I will try to outline the nature of my inquiry  
some months ago.

I am interested in the organization of labor set-  
ups in different physical education departments about the State  
of Missouri.

I want to know:

1. If you do not have a labor foreman - who is  
responsible for the marking of courts, fields,  
and play areas.
2. If the same workmen are responsible for the  
athletic department as well as the physical  
education department.
3. Who is responsible for equipment for the  
different physical education classes:
4. Who is responsible for keeping the building  
clean?
5. Who is responsible for keeping the grounds  
attractive?
6. How many men are needed in this type of work  
as outlined in the above two questions?

I believe these questions will give you some idea  
as to the nature of my inquiry - I am most interested in the  
policy of the University as to the organization of the above  
items.

Many Universities handle these problems through  
some other department like: the Buildings Department, Grounds, etc.