

Each course is one-half semester in length. The student selects an activity in the fall semester, which continues for the first half-semester, and then changes to another activity for the remainder of the semester. During the spring semester the same practice is followed. The average of the grades for the two half-semester's work determines the semester grade—one hour credit for the semester. In general, activities are divided into indoor and outdoor activities.

COURSES FOR MEN

1a. ELEMENTARY BASKETBALL. Methods of passing, catching, dribbling, the pivot, and floor bounce. The fundamental shots, such as the free throw, the push-chest, the one-hand English, and the lay-up.

1b. INTERMEDIATE BASKETBALL. Theories of the individual defense, individual offense, the team defense and the team offense are thoroughly stressed and discussed. Prerequisite, 1a.

1c. ADVANCED BASKETBALL. The various phases of advanced team play together with the screen or pick-off, are shown. A thorough knowledge of the basketball rules is required, which enables the player to coach or officiate a game properly. Prerequisites, 1a and 1b.

2a. ELEMENTARY TENNIS. The fundamental skills of tennis. Emphasis on proper execution of various strokes and serves.

2c. ADVANCED TENNIS. A more thorough mastery of fundamental skills is required along with a definite knowledge of correct methods of play in both singles and doubles. Also, a thorough study of tennis rules is required. Prerequisite, course 2a or equivalent.

3a. ELEMENTARY SWIMMING. Open to all students who cannot swim fifty feet. Practice of the face and back float, treading water, breathing, the elementary back, sculling, side, and crawl strokes, the elementary standing dive, deep-water emergency tests.

3b. INTERMEDIATE SWIMMING. A practice and knowledge of the back, side, single over-arm, and crawl strokes; practice on distance swimming; elementary springboard diving. Prerequisite, course 3a or equivalent.

3c. ADVANCED SWIMMING. Specific instruction in diving, Red Cross life-saving test, racing turns, and starts, as well as other phases of competitive swimming. Prerequisite, course 3b or equivalent.

4. VOLLEYBALL. Practice in service and development of skill in handling the ball at various positions. Thorough knowledge of the rules is required.

5a. HANDBALL (FOUR-WALL COURT). Development of skills, including the service, right- and left-hand shots, methods of recovery from wall, and thorough study of rules.

5b. HANDBALL (ONE-WALL COURT). Study and practices of fundamentals of one-wall court game, including service, right and left, and cross-court shots; a thorough study of the rules.

6a, b, c, d. INDIVIDUAL GYMNASTICS. Designed to meet the needs of individual students, primarily those who have been advised by the student health director to participate in only restricted physical activities. The aim of the course is to aid in the correcting of remedial physical defects. **MAY BE TAKEN FOUR SEMESTERS**

7a. ELEMENTARY TUMBLING. Practice in fundamental tumbling exercises, as the front and back rolls, head and hand balance, neck, head, and hand springs, and cartwheels, and beginning pyramids.

7c. ADVANCED TUMBLING. Emphasis upon individual performances in front and back somersaults, starting with spring board, as well as work in doubles and advanced pyramids. Prerequisite, course 7a, or equivalent.

8a, b. GENERAL PHYSICAL EDUCATION. Designed primarily for the student who wishes to improve his physical skills and general physical condition, but does not offer a choice as to activity. Includes tumbling, apparatus exercise, handball, basketball. The time allotted to each activity will depend upon the instructor. Three periods each week.

15a. ELEMENTARY BOXING. Instruction in the fundamental stance, defense, feinting, footwork; work on straight left-hand punches and defense, left hook and defense, left uppercut and offense.

15c. ADVANCED BOXING. Continuation of practice of fundamental principles with the addition of work in the combined punches and defense for each; methods of clinching, a thorough study of boxing rules. Prerequisite, course 15a or equivalent.

16. TOUCH FOOTBALL. Instruction in drop kicking, place kicking, punting, passing, pass-receiving, center pass, as well as a study of rules and play situations.

17. WRESTLING. The study and practice of the fundamental position; direct methods of taking an opponent to the mat; various holds for pinning an opponent and defense for each. A thorough knowledge of the I. C. A. A. rules is required.

18 and 38. VARSITY ATHLETICS. For men desiring to compete on freshman and varsity teams. Attendance is required in accordance with the desire of the coach of the sport, usually not less than five periods per week. Irregular attendance will not be tolerated. Upon the close of the season for the sport selected the student must report immediately for another varsity or freshman sport, or select a physical activity class in order to receive credit, it being understood that each varsity athlete be required to offer at least one team and an individual sport in each semester.

19. ~~PLAYGROUND BALL~~ ^{SOFTBALL}. Instruction in fundamentals, strategy, technic, playing position; study of the rules.

PHYSICAL EDUCATION

Chairman of Department: F. C. ALLEN, Room 105, Robinson Gymnasium

Professor: ALLEN

Associate Professor: ELBEL

Assistant Professors: HOOVER, HURT, STAPLETON

Instructors: DEGROOT, RAPORT, REPLOGLE

Assistant Instructors: CRESS, ULM

The Department of Physical Education offers: (1) A four-year major for men and women leading to the degree of Bachelor of Science in Education; (2) Courses in physical activities designed primarily to offer opportunity for health, recreation, and physical skills; (3) A group of general professional physical education courses for students in other divisions; (4) Courses for the master's degree with a combined curriculum in Education and Physical Education; (5) A program of intramural athletics for all students.

The courses listed as Physical Activity are designed primarily to secure health, recreation and physical skills.

Students in the School of Education and the College of Liberal Arts and

selected the student must report immediately for another varsity or freshman sport, or select a physical activity class in order to receive credit, it being understood that each varsity athlete be required to offer at least one team and an individual sport in each semester.

19. PLAYGROUND BALL. Instruction in fundamentals, strategy, technic, playing position; study of the rules.

COURSES FOR WOMEN

1a. ELEMENTARY BASKETBALL. The technic for passing, catching, basket shooting, foul shooting, the feint, pivot and dribble; elementary team play and rules of the game.

1c. ADVANCED BASKETBALL. Advanced technic and strategy; team offense and defense; zone and man-to-man defense; team plays; practice in officiating. An opportunity for taking the examination for national referee rating. Prerequisite, course 1a or equivalent.

2a. ELEMENTARY TENNIS. The fundamentals of tennis; the forehand and backhand drives; the service; general court position for singles and doubles; scoring; general knowledge of the rules and elementary tactics.

2b. INTERMEDIATE TENNIS. Fundamentals of tennis with the addition of the volley and the lob; strategy and tactics of the game; detailed study of rules and tennis etiquette. Prerequisite, course 2a or equivalent.

2c. ADVANCED TENNIS. Advanced technic of tennis; the overhead smash; the chop and half volley; advanced strategy and tactics; practice in officiating. Prerequisite, course 2b or equivalent.

3a. ELEMENTARY SWIMMING. Open to all students who cannot swim fifty feet. Practice of the face and back float, treading water, breathing, the elementary back, sculling, side, and crawl strokes, the elementary standing dive, deep-water emergency tests.

3b. INTERMEDIATE SWIMMING. A practice and knowledge of the back, side, single over-arm, and crawl strokes; practice on distance swimming; elementary springboard diving. Prerequisite, course 3a or equivalent.

3c. ADVANCED SWIMMING. Speed swimming, with the starts and turns, the crawl, trudgeon, back crawl and breast strokes; springboard diving. Prerequisite, course 3b or equivalent.

3d. DIVING. Working the springboard. Required dives; front or swan, back, front jackknife, and the back jackknife. Advanced fancy dives. Prerequisite, course 3c or equivalent.

3e. LIFE SAVING. Practice of the American Red Cross life-saving test. Prerequisite, course 3c or equivalent.

4. VOLLEYBALL. The technic of passing and serving; the method of rotation; technic of the passer; set up, and attack of players; advanced team strategy and team tactics; detailed study of rules; practice of officiating.

5. HANDBALL. The basic principles of handball; the underhand strokes and the service; knowledge of angles and the rules of the game.

6a, b, c, d. INDIVIDUAL GYMNASTICS. An understanding and practice of a prescription of exercises, which are formulated by the instructor after a study of the student's physical examination, for the correction of the physical defects; also, to prevent such further developments. Recommendations of doctor is required. May be taken for four semesters.

singles and doubles. Also, a thorough study of tennis rules is required. Prerequisite, course 2a or equivalent.

3a. ELEMENTARY SWIMMING. A practical course designed to teach the student to use properly the basic swimming strokes primarily for safety purposes. It also embodies instruction in elementary diving and includes a list of specific water stunts designed to develop the student's skill in the water.

1a Elementary Basketball (see course 1a above).

1c. ADVANCED. Advanced technic and strategy; team offense and defense; zone and man-to-man defense; team plays; practice in officiating. An opportunity for taking the examination for national referee rating. Prerequisite, course 1a or equivalent.

3a Elementary Swimming. (See course 3a above)

3b Intermediate Swimming. (See course 3b above)

3c. ADVANCED SWIMMING. Speed swimming, with the starts and turns, the crawl, trudgeon, back crawl and breast strokes; springboard diving. Prerequisite, course 3b or equivalent.

3d. DIVING. Working the springboard. Required dives; front or swan, back front jackknife, and the back jackknife. Advanced fancy dives. Prerequisite, course 3b or equivalent.

3e. LIFE SAVING. Practice of the American Red Cross life-saving test. Prerequisite, course 3c or equivalent.

4. VOLLEYBALL. The technic of passing and serving; the method of rotation; technic of the passer; set up, and attack of players. advanced team play and team tactics. detailed study of the rules of the game.

5a Elementary Handball (see course 5a above).

6a, b, c, d. INDIVIDUAL GYMNASTICS. An understanding and practice of a prescription of exercises, which are formulated by the instructor after a study of the student's physical examination, for the correction of the physical defects; also, to prevent such further developments. Recommendations of doctor is required. May be taken for four semesters.

7a. ELEMENTARY TUMBLING. Elementary mat work, rolls, head stand, cart-wheel, pyramids, single and double stunts.

7b. ADVANCED TUMBLING. Advanced mat work, neck spring, head spring, hand spring, round off, chest roll, advanced pyramids, single and double stunts.

8a,b Recreative Sports. For the student who does not desire to choose one sport, Includes instruction in handball, badminton, deck tennis, aerial darts, ping pong and shuffle-board.

edge of the fundamental technic, strokes, fielding, tackling, dodging; elementary strategy and tactics; position of the players, general rules of the game and team play.

9c. ADVANCED HOCKEY. Practice of advanced technic and strategy; umpiring practice and an opportunity to take examination for national umpiring rating. Prerequisite, course, 9a or equivalent.

10. SOCCER. The fundamental technic of kicking, tackling, fielding, heading; strategy and tactics; position of the players; rules of the game and team play.

11a. ELEMENTARY ~~BASEBALL~~ ^{SOFTBALL}. The fundamental theory of catching, throwing, batting, and base running; position of each player; elementary rules and team tactics.

11c. ADVANCED ~~BASEBALL~~ ^{SOFTBALL}. Practice of advanced technic and strategy; detailed duties of each player; coacher; team organization, plays, signals; practice in officiating. Prerequisite, course 11a or equivalent.

12a. ELEMENTARY MODERN DANCING. An introduction to dancing based on natural technics involving exercise and control of the big body muscles, and balance dances taught with the aim of developing music appreciation and emotional expression; running, walking, leaping, elementary turns, torso exercises, and relaxation.

12c. ADVANCED MODERN DANCING. A continuation of the natural technic given in 12a; special attention to arm work, turns and more advanced phases of technic; opportunity for individual creative work; some German technic. Prerequisite, course 12a or equivalent.

13a. FOLK DANCING. Elementary; simple folk dances of all nations; American and English country dances emphasized; the folk element as it relates to peoples, customs and geography; polka, schottische, waltz, and simple folksteps.

13b. INTERMEDIATE FOLK DANCE. Folk and character dances calling for knowledge of more advanced technic; Russian, Hungarian, Swedish, etc.; the Mazurka, Polish step, advanced technics necessary for national dances. Prerequisite, course 13a or equivalent.

14a. ELEMENTARY TRACK. A study and practice of the different track and field events; an individual record of the performance of each individual; general knowledge of the rules for each event.

14c. ADVANCED TRACK. Continuation of the practice in elementary track; general knowledge of technique of the different events, with specialization of a few chosen events; individual record of performance. Prerequisite, course 14a or equivalent.

- 3b. INTERMEDIATE SWIMMING. Emphasis upon the development of the crawl, side, back, and breast strokes. Includes the fundamental dives. Prerequisite, course 3a or equivalent.
- 3c. ADVANCED SWIMMING. Specific instruction in diving, Red Cross life-saving test, racing turns, and starts, as well as other phases of competitive swimming. Prerequisite, course 3b or equivalent.
4. VOLLEYBALL. Practice in service and development of skill in handling the ball at various positions. Thorough knowledge of the rules is required.
- 5a. HANDBALL (FOUR-WALL COURT). Development of skills, including the service, right- and left-hand shots, methods of recovery from wall, and thorough study of rules.
- 5b. HANDBALL (ONE-WALL COURT). Study and practices of fundamentals of one-wall court game, including service, right and left, and cross-court shots; a thorough study of the rules.
- 6a, b, c, d. INDIVIDUAL GYMNASTICS. Designed to meet the needs of individual students, primarily those who have been advised by the student health director to participate in only restricted physical activities. The aim of the course is to develop basic physical fitness through apparatus exercise, handball, basketball. The time allotted to each activity will depend upon the instructor. Three periods each week.
- 15a. ELEMENTARY BOXING. Instruction in the fundamental stance, defense, feinting, footwork; work on straight left-hand punches and defense, left hook and defense, left uppercut and offense.
- 15c. ADVANCED BOXING. Continuation of practice of fundamental principles with the addition of work in the combined punches and defense for each; methods of clinching, a thorough study of boxing rules. Prerequisite, course 15a or equivalent.
16. TOUCH FOOTBALL. Instruction in drop kicking, place kicking, punting, passing, pass-receiving, center pass, as well as a study of rules and play situations.
17. WRESTLING. The study and practice of the fundamental position; direct methods of taking an opponent to the mat; various holds for pinning an opponent and defense for each. A thorough knowledge of the I. C. A. A. rules is required.

course 41a or equivalent.

- 42a. ELEMENTARY FENCING. Embodies practice and instruction in the fundamental positions; the lunge and simple attacks.
- 42b. INTERMEDIATE FENCING. A continuation of course 42a; practice in fundamentals and complex attacks; the one, two, double disengage; the reverse beat, simple parries and riposts. Prerequisite, course 42a.
- 42c. ADVANCED FENCING. Continuation of courses 42a and 42b with additional work in elementary epee. Prerequisite, 42a and 42b.
- 43a. ELEMENTARY TAP DANCING. The rudiments of tap work, starting with relaxation of ankles, triples, sevens, rolls, and waltz clog step; dances using these steps and giving practice in characterization.
- 43b. INTERMEDIATE TAP. Review of work in course 43a with addition of double-shuffle time step and several breaks; special attention to developing coordination of entire body with foot movements; addition of soft-shoe principles. Prerequisite, course 43a or equivalent.
- 43c. ADVANCED TAP. Advanced routines in fast buck, soft-shoe and waltz clog dancing; class on ensemble work as well as individual work; opportunity for creative dances on part of student. Prerequisite, courses 43a and 43b or equivalent.
- 44a. ELEMENTARY SOCIAL DANCING. This course includes the fundamentals of social dancing, as: dance positions, leading and following, ballroom etiquette and the basic technique of promenade, rocking step, balance, pivot, two-step, waltz, fox trot and canter.
- 44c. ADVANCED SOCIAL DANCING. A continuation of 44a with increased skill in the execution of the fundamental steps and the addition of advanced techniques as the tango, habanera, continental and ranchero.
- 45a. ELEMENTARY BADMINTON. The fundamental strokes of badminton. General court position and tactics for singles and doubles games. Rules.
- 45c. ADVANCED BADMINTON. Continuation of elementary badminton, with the addition of advanced strokes, and tactics.
- 46a. ELEMENTARY ARCHERY. The use and care of good archery tackle. The development of good shooting form. Practice in both clout and short range target shooting.
- 46c. ADVANCED ARCHERY. A continuation of elementary archery in the development of skill. Study of proper equipment, scoring methods, tournament shoots and related archery activities. Prerequisite, course 46a or equivalent.
- 47a. ELEMENTARY EQUITATION. Course for beginners; includes instruction in proper approach to a horse; how to bridle, saddle and mount a horse; how to develop correct riding posture and to handle a horse in walk, trot and canter. Also stresses development of a humane attitude toward and genuine appreciation of horses. Instruction and practice in this course will terminate in a test of proficiency.
- 47b. INTERMEDIATE EQUITATION. Includes advanced instruction, in three-gaited riding, bareback riding, simple drills, cross country riding, and low

COURSES FOR BOTH MEN AND WOMEN

41a. ELEMENTARY GOLF. For those who have never played. Fundamentals of stance, body, position, grip, and swing. The work is confined primarily to practice and instruction in fundamentals.

41c. ADVANCED GOLF. A continuation of course 41a, designed to help those who have played the game. Theory and explanation of the form used by some of the outstanding players; tournament play; match and medal will furnish opportunity for actual play and experience in competition. Prerequisite, course 41a or equivalent.

42a. ELEMENTARY FENCING. Embodies practice and instruction in the fundamental positions; the lunge and simple attacks.

42b. INTERMEDIATE FENCING. A continuation of course 42a; practice in fundamentals and complex attacks; the one, two, double disengage; the reverse beat, simple parries and riposts. Prerequisite, course 42a.

42c. ADVANCED FENCING. Continuation of courses 42a and 42b with additional work in elementary epee. Prerequisite, 42a and 42b. 42d

43a. ELEMENTARY TAP DANCING. The rudiments of tap work, starting with relaxation of ankles, triples, sevens, rolls, and waltz clog step; dances using these steps and giving practice in characterization.

43b. INTERMEDIATE TAP. Review of work in course 43a with addition of double-shuffle time step and several breaks; special attention to developing coördination of entire body with foot movements; addition of soft-shoe principles. Prerequisite, course 43a or equivalent.

43c. ADVANCED TAP. Advanced routines in fast buck, soft-shoe and waltz clog dancing; class on ensemble work as well as individual work; opportunity for creative dances on part of student. Prerequisite, courses 43a and 43b or equivalent.

44a. ELEMENTARY SOCIAL DANCING. This course includes the fundamentals of social dancing, as: dance positions, leading and following, ballroom etiquette and the basic technique of promenade, rocking step, balance, pivot, two-step, waltz, fox trot and canter.

44c. ADVANCED SOCIAL DANCING. A continuation of 44a with increased skill in the execution of the fundamental steps and the addition of advanced techniques as the tango, habanera, continental and ranchero.

45a. ELEMENTARY BADMINTON. The fundamental strokes of badminton. General court position and tactics for singles and doubles games. Rules.

45c. ADVANCED BADMINTON. Continuation of elementary badminton, with the addition of advanced strokes, and tactics.

46a. ELEMENTARY ARCHERY. The use and care of good archery tackle. The development of good shooting form. Practice in both clout and short range target shooting.

46c. ADVANCED ARCHERY. A continuation of elementary archery in the development of skill. Study of proper equipment, scoring methods, tournament hoots and related archery activities. Prerequisite, course 46a or equivalent.

47a. ELEMENTARY EQUITATION. Course for beginners; includes instruction in proper approach to a horse; how to bridle, saddle and mount a horse; how to develop correct riding posture and to handle a horse in walk, trot and canter. Also stresses development of a humane attitude toward and genuine appreciation of horses. Instruction and practice in this course will terminate in a test of proficiency.

47b. INTERMEDIATE EQUITATION. Includes advanced instruction, in three-gaited riding, bareback riding, simple drills, cross country riding, and low hurdles. Proper care of the horse during the riding also receives attention. Tests and some reading will be required. Prerequisite, 47a or previous riding experience.

47c. ADVANCED EQUITATION. Includes instruction in five-gaited riding, jumping, advanced drills, show ring and open cross country riding. Prerequisite, 47b or equivalent riding experience.

hurdles. Proper care of the horse during the riding also receives attention. Tests and some reading will be required. Prerequisite, 47a or previous riding experience.

47c. **ADVANCED EQUITATION.** Includes instruction in five-gaited riding, jumping, advanced drills, show ring and open cross country riding. Prerequisite, 47b or equivalent riding experience.

48a, b. **GENERAL PHYSICAL EDUCATION.** For the student who does not desire to choose one sport, but wishes to improve his individual physical skill. Includes the elementary technic and skills necessary for tumbling, apparatus, track events, basketball, etc. May be taken for one semester in either the freshman or sophomore year.

9a. **ELEMENTARY HOCKEY.** Practice for the development of skill and knowledge of the fundamental technic, strokes, fielding, tackling, dodging; elementary strategy and tactics; position of the players, general rules of the game and team play.

9c. **ADVANCED HOCKEY.** Practice of advanced technic and strategy; umpiring practice and an opportunity to take examination for national umpiring rating. Prerequisite, course, 9a or equivalent.

10. **SOCCER.** The fundamental technic of kicking, tackling, fielding, heading; strategy and tactics; position of the players; rules of the game and team play.

11a. **ELEMENTARY BASEBALL.** The fundamental theory of catching, throwing, batting, and base running; position of each player; elementary rules and team tactics.

11c. **ADVANCED BASEBALL.** Practice of advanced technic and strategy; detailed duties of each player; coacher; team organization, plays, signals; practice in officiating. Prerequisite, course 11a or equivalent.

12a. **ELEMENTARY MODERN DANCING.** An introduction to dancing based on natural technics involving exercise and control of the big body muscles, and balance dances taught with the aim of developing music appreciation and emotional expression; running, walking, leaping, elementary turns, torso exercises, and relaxation.

12c. **ADVANCED MODERN DANCING.** A continuation of the natural technic given in 12a; special attention to arm work, turns and more advanced phases of technic; opportunity for individual creative work; some German technic. Prerequisite, course 12a or equivalent.

13a. **FOLK DANCING.** Elementary; simple folk dances of all nations; American and English country dances emphasized; the folk element as it relates to peoples, customs and geography; polka, schottische, waltz, and simple folksteps.

13b. **INTERMEDIATE FOLK DANCE.** Folk and character dances calling for knowledge of more advanced technic; Russian, Hungarian, Swedish, etc.; the Mazurka, Polish step, advanced technics necessary for national dances. Prerequisite, course 13a or equivalent.

14a. **ELEMENTARY TRACK.** A study and practice of the different track and field events; an individual record of the performance of each individual; general knowledge of the rules for each event.

14c. **ADVANCED TRACK.** Continuation of the practice in elementary track; general knowledge of technique of the different events, with specialization of a few chosen events; individual record of performance. Prerequisite, course 14a or equivalent.

COURSES FOR BOTH MEN AND WOMEN

41a. **ELEMENTARY GOLF.** For those who have never played. Fundamentals of stance, body, position, grip, and swing. The work is confined primarily to practice and instruction in fundamentals.

42*d*. SABRE. A study of the sabre, including work on the basic attacks, parries and guards, with emphasis upon the techniques of individual competition.

48a Elementary Tennis. The fundamentals of tennis; the forehand and backhand drives: the service; general court position for singles and doubles; scoring; general knowledge of the rules and of elementary tactics.

48b Intermediate Tennis. Continuation of study and practice in the fundamentals of tennis with the addition of the volley and the lob; strategy of the game; detailed study of the rules and of tennis etiquette. Prerequisite, course 48a or equivalent.

48c Advanced Tennis. The advanced technic of tennis; the overhead smash; the chop and half-volley; advanced strategy and tactics; practice in officiating. Prerequisite, course 48b or equivalent.

November 13, 1941

Dean Paul B. Lawson
Frank Strong Hall
Campus

Dear Dean Lawson,

I acknowledge receipt of your communication of the 4th instant regarding the changes in catalogue descriptions which have been approved by the College Faculty for our department.

Thank you very much for your cooperation.

Sincerely yours,

FCA/PG

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

THE UNIVERSITY OF KANSAS

COLLEGE OF LIBERAL ARTS

AND SCIENCES

LAWRENCE

OFFICE OF THE DEAN

November 4, 1941

Dr. F. C. Allen
Department of Physical Education

My dear Dr. Allen:

The College Faculty has approved the following requests from your department:

To change the prerequisite for course 176, Tests and Measurements in Physical Education, from course 36, History and Principles of Physical Education, to "10 hours of Physical Education."

To change the title of courses 11a Elementary Baseball and 11c Advanced Baseball (for women) and course 19 Playground Ball (for men) to "Softball."

To change the title and description of course 8a, b, for women from General Physical Education to

8a, b. Recreational Sports. For the student who does not desire to choose one sport. Includes instruction in handball, badminton, deck tennis, aerial darts, ping pong and shuffleboard.

To change the number for 2a, b, c, to 48a, b, c, with the following descriptions:

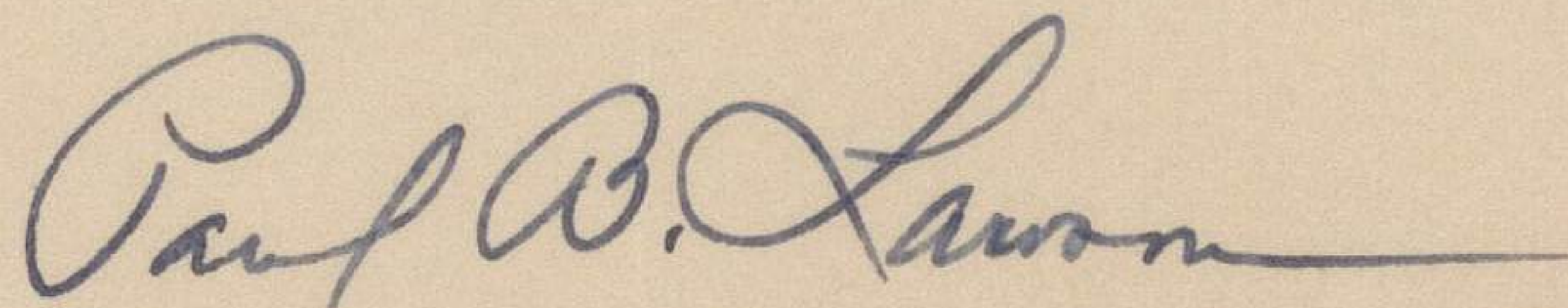
48a. Elementary Tennis. The fundamentals of tennis; the forehand and backhand drives; the service; general court position for singles and doubles, scoring; general knowledge of the rules and of elementary tactics.

48b. Intermediate Tennis. Continuation of study and practice with the addition of the volley and the lob; strategy of the game; detailed study of the rules and tennis etiquette. Prerequisite, course 48a or equivalent.

48c. Advanced Tennis. The advanced technic of tennis; the overhead smash; the chop and half volley; advanced strategy and tactics; practice in officiating. Prerequisite, course 48b or equivalent.

The other changes which you requested in your recent letter concerning catalogue descriptions also have the approval of the College, and I have talked to Dr. Elbel about the exact wording of them.

Sincerely yours,



Paul B. Lawson, Dean

April 14, 1941

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

Dear Dean Lawson:

I am very thankful for your letter of the 9th instant offering suggestions as to how we can better reduce the load of classes in our Department.

I have had a number of conferences in regard to this matter and I am sure that next fall we will very radically reduce and condense many of our courses.

Thank you for your letter.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

FCA:lg

THE UNIVERSITY OF KANSAS

COLLEGE OF LIBERAL ARTS
AND SCIENCES
LAWRENCE

OFFICE OF THE DEAN

April 9, 1941

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

My dear Dr. Allen:

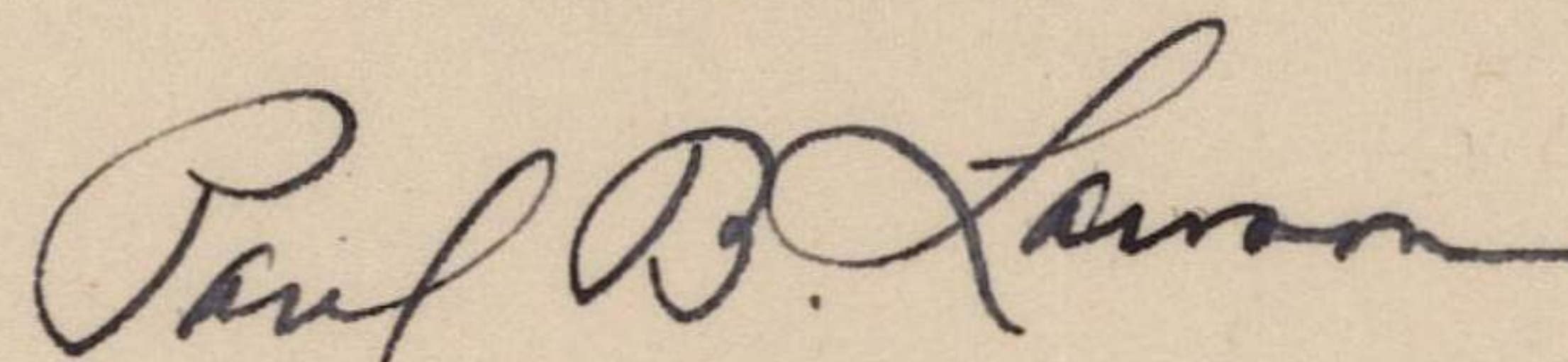
As long as two classes are supposed to cover different territory, they should not be put together. If, however, they are not doing different things, then they should be together and should be regarded as one class and described as such in the catalogue.

In line with our discussion in the Budget Committee and your letter, I am wondering if your department, after several years trial of the present organization of the physical activity courses, would not do well to combine a number of the courses, and thus enable you to have fewer classes with more pupils.

For example, do we really need to have elementary, intermediate, and advanced courses in swimming, tennis, fencing, tap dancing, and equitation? Would not two consecutive semesters of work in most of these be entirely satisfactory? In some cases, might not one semester be sufficient, as for example in social dancing, badminton, and archery. Take the last as an example particularly. Wouldn't a student be better off to take just one semester of it and then take something different and so get a larger variety of interests?

A second way to reduce the load of classes would be to use more rotation in your offerings, offering certain things just once a year perhaps, instead of twice a year. I believe if fewer courses were offered each semester, students' desires would all be met and your instructors would not run themselves quite so ragged.

Sincerely yours,



Paul B. Lawson, Dean

PBL/blk

April 7, 1941

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

Dear Dean Lawson:

I have just had a conference with some members of our faculty regarding the small number enrolled in some of our classes.

They tell me that where there were small enrollments in advanced work and a sizable number in intermediate work, that they desired to put them together, but there was objection from the College Office in our doing this.

I am looking forward to the future, Dean Lawson, and I am wondering if this would not be the logical thing to do next year. This would prevent the very things that the Budget Committee objected to in regard to our small classes.

The above suggested arrangement would be true in regard to elementary, intermediate and advanced classes in Badminton, Tennis, Golf, Swimming, Life Saving, Equitation and Archery.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

FCA:lg

December 2, 1941

Dean George B. Smith
Professor J.W. Ashton
Fraser Hall
Campus

Dear Dean Smith and Professor Ashton,

I am enclosing a list of speeches which I have given at several Kansas high schools this fall.

I have written a letter to members of my department and have asked each of them to turn in similar lists to my office which I will in turn send on to you.

Assuring you that I am happy to cooperate at all times I am with all good wishes

Sincerely,

FCA/pg

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

November 28, 1941

TO HEADS OF DEPARTMENTS:

The Senate Subcommittee on Relations with High Schools wishes to compile a list of contacts made by staff members with high schools in the state since September 1, 1941.

Will you be so good as to furnish us a list of any speeches or visits which your staff members have made in Kansas high schools and also a list of conferences in which they have participated which might conceivably be put in such a category.

We should appreciate having this at your earliest convenience.

J. W. ASHTON
G. B. SMITH
for the subcommittee

December 2, 1941

Dear Fellow Faculty Member,

I have received the following communication from the Senate Subcommittee on Relations with High Schools:

"The Senate Subcommittee on Relations with High Schools wishes to compile a list of contacts made by staff members with high schools in the state since September 1, 1941.

"Will you be so good as to furnish us a list of any speeches or visits which your staff members have made in Kansas high schools and also a list of conferences in which they have participated which might conceivably be put in such a category."

Will you please make a list of speeches or conferences of this nature which you have made or participated in and hand the list in at the office in the very near future?

Thank you for your cooperation.

Sincerely yours,

FCA/pg

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

December 9, 1941

Dean George B. Smith
Prof. J. W. Ashton
Fraser Hall
Campus

Dear Dean Smith and Prof. Ashton,

I am enclosing a letter which I received from Mr. Henry Shenk, instructor in physical education, giving me the contacts which he has had with Kansas high schools since Sept. 1, 1941.

Other members of my department have not had any such contacts, I believe.

I sent you the list of my personal speaking engagements at Kansas high school assemblies and banquets some time ago.

Sincerely,

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

FCA/pg

(COPY)

December 4, 1941

Dr. Forrest C. Allen:

In accordance with your request of Dec. 2, I am listing the contacts that I have had with Kansas high schools since September 1, 1941.

1. Principal speaker at the annual football banquet of the Clay County Community High School Dec. 1, 1941.
2. Elected chairman of the Health and Physical Education round table at the Topeka section of the Kansas State Teacher's Association.
3. Will complete second term as a member of the Board of Directors of the Kansas State Teachers Association on Dec. 12, 1941.

Sincerely yours,

(Signed) Henry A. Shenk

December 8, 1941

Miss Joie Stapleton
Robinson Gym
Campus

Dear Miss Stapleton,

I am sending you a carbon copy of a letter which I have received from Mr. C. G. Bayles regarding the archery range for you.

I am afraid that we will not be able to get the range ready for this semester, but we will work on it.

With all good wishes I am

Sincerely,

FCA/pg

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

November 21, 1941

Dr. E. R. Elbel
Miss Ruth Hoover

Dear Colleagues,

There will be a meeting of the faculty of the School of Education on Tuesday, November 25.

Dean Smith will have presented the suggested program of physical education to his administrative committee prior to the faculty meeting and the faculty will act at that time on the proposed offering.

Will you both kindly be present at that faculty meeting. Miss Hoover, will you please speak to Miss Stapleton and Miss Schilling and Doctor Elbel will you notify Mr. Sherk of the meeting?

While it is not absolutely necessary for the whole group to be there, if they are able to attend it would be well.

Sincerely yours,

FCA/pg

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

Sept. 9, 1941

TO FACULTY MEMBERS OF THE PHYSICAL EDUCATION DEPARTMENT

The meeting of all freshmen enrolling in physical education will be held Saturday morning, Sept. 13 at 9:30 in the lecture room of Blake Hall. Dean Smith will address the group. I will preside at the meeting and will introduce each of the faculty members of our department.

I hope you will respond with a short greeting to our new students.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA/pg

September 29, 1941.

Mr. Henry Shenk,
Department of Physical Education.

Dear Henry:

Since you are going to teach the Track course in the spring semester, I think it will be well if you take over the same course in Correspondence Study. I got a letter from Burt DeGroot, and he is willing to continue with the course until you are able to handle it.

I think you will be paid for the Correspondence work only in vacation time when you are off the regular payroll, and at approximately thirty cents a lesson.

Sincerely yours,

FCA:AH

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

October 16, 1941

Mr. Henry Shenk
Robinson Gym
Campus

Dear Henry,

I was very happy for you to pass on to me the plans for the Equitation trip to Kansas City to visit the American Royal. I am happy to know about this and I think it's a fine thing.

Keep up the good work, you're doing splendidly. A pleasant trip to you all!

Sincerely,

FCA/pg

Director of Physical Education and Recreation
Varsity Basketball Coach

Equitation Trip to Kansas City to visit American Royal,
Oct. 17 & 18,

KANSAS CITY EQUITATION TRIP OCTOBER 17 and 18

Information

1. Leave from Mott's stables at 7:30 Friday morning.
2. You may ride either Friday or Saturday or both days. We must know definitely which day or days you plan to ride.
3. You will be given six hours credit if you ride both days and three if you ride only one. You will be asked to pay on the regular basis but since these hours will be credited toward your first half semester's riding, your total expenses for the first half semester will remain the same - eight dollars. (You will probably get to ride much more than the time with which you will be credited.)
4. Meals
Box lunches will be prepared by the cafeteria for a charge of twenty five cents each for Friday noon. You will need to take money to pay for a weiner roast or steak fry Friday night and Saturday noon. Also, we will have to buy our breakfasts Friday morning and dinners Saturday evening.
5. Lodging
For those who plan to make the two day trip, lodging will be provided in cabins in Bonner Springs free of charge. However, you will need to bring two or three blankets for bedding. You should also take your toothbrush, towel, and any toilet articles that you may need.
6. Upon arrival at Kansas City Saturday afternoon, the horses will be shipped back to Lawrence and the responsibility of the University ends, except that there will be transportation furnished back to Lawrence after the evening performance at the American Royal. You may attend the Royal or not as you prefer. However, we urge you to attend the Royal in a group. General admission to the Royal is fifty cents plus tax and there is an additional charge for reserved seats.
7. Girls who do not plan to accompany the group home must make arrangements with the Dean of Women.
8. Students making the trip must turn in a list of classes that they will miss to Mr. Shenk not later than Tuesday.
9. In as much as the University is to a certain extent responsible for you during this trip, we will expect cheerful cooperation from each of you in the observance of any rules or regulations found necessary for the safety and welfare of the group.

Dr. Allen:

I thought you would like to know about
this. I have made arrangements for my classes to
be met Friday.

Sincerely,

Henry Shels

October 14, 1941

Mr. Henry Shenk
Department of Physical Education
Robinson Gymnasium
Campus

Dear Henry,

I am sending you a letter written by A. E. Woestemeyer. He desires that the Boy Scouts of Lawrence use our swimming pool Friday evening. His letter is self-explanatory as to the time he states and the supervision that is possible because of his cooperation with the N. Y. A. program.

Will you kindly make arrangements with Weste and these four supervisors so that the Boy Scouts may use the pool? I asked Weste to write this letter so that you would have the full facts of the case. This is something that the Scouts have been doing for years and we've asked your predecessors to do this work so we're asking you to supervise it and to be sure that these supervisors see that the boys do not loiter in the entry but come in and swim at their appointed time. Unless these things are checked closely and these boys made accountable there's apt to be loose handling of these affairs.

If you need any additional information I'll be happy to talk with you. Thanking you for your consideration I am

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

FCA/pg

Sept. 30, 1941

Mr. Henry Shenk
Department of Physical Education
University of Kansas

Dear Henry,

Your mimeographed letter that has gone to the men of the University faculty is fine.

If there is any way in which I can further your invitation to these faculty men by a personal invitation I will be very happy to do so.

You may count on me to back you to the limit in all these undertakings.

Sincerely yours,

FCA/PE

Director of Physical Education and Recreation
Varsity Basketball Coach

September 24, 1941

Men of the University faculty:

The faculty recreation group will meet for the first time Wednesday, October 1, and will meet thereafter on Wednesday and Friday of each week at 4:30 p. m. All of those who participated last year are welcomed back and any one who feels the urge for a little exercise and recreation, is cordially invited to become a member of this fun-loving bunch.

Volley ball, badminton, aerial darts and similar sports of a less strenuous nature will be on the program.

We'll be expecting you!

Sincerely,

Henry Shenk

Henry Shenk

For information call

Henry Shenk

Physical Education Department.

HS:KS

845 P. Chelms

November 14, 1941

Mr. Henry Shenk
Robinson Gym
Campus

Dear Henry,

It will be perfectly all right for you to arrange a basketball game between University High and Linwood High on Tuesday, Nov. 25 in Robinson gymnasium. I suppose that the game will start at 7:30 p.m.

Sincerely,

FCA/pg

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

Nov. 14, 1941

Dr. Allen:

We should like to play a basketball game between Finwood High and University High on Tues. Nov. 25th if there is no conflict with the freshman or varsity practices in Robinson gymnasium. You will note that this is just prior to the Thanksgiving vacation which begins Wed. noon Nov. 26th.

Sincerely,

Henry Shenk

7:30 P.M.

November 10, 1941

Mr. Henry Shenk
Robinson Gym
Campus

Dear Henry,

Gifford Roux spoke to me nearly a month ago asking me to speak to you regarding the basketball pants that he wore in 31M. I have been meaning to speak to you and have been carrying a notation on my desk, but I have failed to bring it up when I have had an opportunity to talk with you due to the fact that other things have crowded it out at the moment.

Roux stated that he was financially embarrassed at the time and wondered if he would be permitted to wear his basketball pants instead of buying new ones at the present. I should like to talk with you concerning this.

Sincerely,

FCA/PG

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach