

A

December 14, 1940

Dr. E.R. Elbel
Dept. of Physical Education
Robinson Gym.

Dear Ed:

I have just read with interest your article in the Athletic Journal entitled "Brief Survey of Intramural Sports in Universities and Colleges."

This is very interesting indeed and sets forth the great necessity of providing more income for intramural sports.

While our State Legislature has been slow to recognize the urgent need of the students, I am very sure that before long they will recognize it. Such studies as yours will aid in bringing them to this consciousness.

It is a splendid article and I congratulate you upon it.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg

Dear Dean Stockton:

Remembering your query at the budget conference concerning the teaching loads and extracurricular activities of the men instructors in the Department of Physical Education, I desire to give you this information for each one of our faculty men.

Allen, Forrest C., Professor of Physical Education, Chairman of Department, Coach of Freshman and Varsity Basketball Teams.

Teaching Load: 8 classroom hours, fall semester; 6 classroom hours, spring semester.

University committees: Exhibit Committee for National Cornhusking Contest (4 meetings during September and October); Senate Committee on Physical Education and Athletics.

Administration of department: meetings with major students, with towel room employees, with Sasnak Club, with P. E. faculty; attendance at Education faculty meetings, College faculty meetings; conferences with graduate students in department, with budget committee, with Chancellor, Glenn Cunningham, etc.

Basketball coaching: 20-game varsity schedule (see attached card) varsity-freshman games on Nov. 24 and February 9; play-off for Big Six tie at Wichita, March 11, 12 (won by Kansas); play-off between Big Six representative and Missouri Valley representative (Oklahoma A. & M.) at ~~Stidbaker~~ ~~Ma~~ Oklahoma City, March 16, to determine representative in Western N.C.A.A. tournament; ~~manager~~ (won by Kansas); manager of Western and National championship N.C.A.A. basketball tournament, March 22 and 23, March 30, Kansas City, Mo. (Kansas winner of Western championship; runner-up in final). High school basketball clinic morning of April 20, Robinson gym (attended by about 100 high school boys).

Speeches, meetings, etc.: Oct. 12, Lawrence Hi-Y Assembly; Oct. 14, Osborne Co. Teachers Association; Nov. 9, District Lions Club Convention, Kiowa, Nov. 20, Methodist Church, Lawrence; Nov. 27-29, Cleveland, Ohio, for Basketball Rules Interpretation meetings; Dec. 6, Kansas City, Opening Ceremonies of Naismith League; Dec. 9, Kansas City, Missouri Valley Conference meeting; Big Six Basketball Interpretation meeting; Dec. 12, Kansas City Rotary Club; Dec. 11, Pinckney P.T.A.; Dec. 28, Haskell Chapel services; Feb. 21, Lions Club, Council Grove; March 11, 12, Wichita North High School, Rotary, K. U. luncheon, and 5 radio talks; Mar. 25, Hutchinson athletic banquet; Mar. 26, Garnett athletic banquet; Apr. 2, Wathena athletic banquet; Apr. 3, Newton, Bethel College barbecue; Apr. 5, Chapman High School assembly; Apr. 5, Abilene Rotary, noon; Apr. 6, School of Education Conference; Apr. 9, Chamber of Commerce dinner for basketball team; Apr. 12, Kansas City, Kansas, Junior Chamber of Commerce; Apr. 15, Topeka High School assembly; Apr. 17, Topeka, Gov. Ratner entertained basketball team and coach at dinner; Apr. 22, Lane, Kansas, athletic banquet; Apr. 23, Leavenworth High School Vocational Guidance conference; Apr. 29, Wichita Rotary Club, noon; Apr. 30, Russell Chamber of Commerce athletic banquet; May 2, Olathe M. E. Church Brotherhood Community supper; May 4, Kansas City, American Dairy Association; May 7, Kansas City, Kansas, Methodist Church; KCKN Radio station; May 15, Hill City high school commencement; May 16, Seneca high school commencement; May 21, Humboldt high school commencement; May 22, Marysville High school commencement; May 24, Wamego high school commencement; May 29, Bonner Springs high school commencement.

Writings and publications: (since September, 1939) "Preliminary Training and Drills", The Southern Coach and Athlete, Dec. 1939, Vol. 2, No. 2, pp. 10,17. "Training for High School Football", The Weekly Kansas City Star, Nov. 8, 1939, Vol. 50, No. 38, pp. 1-2. "Goal-Hi, New Game Developed by Noted Basketball

Authority", The Athletic Journal, Dec. 1939, Vol. 20, No. 4, pp. 36,38,40.

"Tournament Play", The Southern Coach & Athlete, March, 1940, Vol. 2, No. 4, pp. 5,15.

Membership in associations: Kansas State Physical Education Association; American Association for Health, Physical Education and Recreation; National Association of Basketball Coaches, and member of following committees in this organization: Basketball Rules Committee, chairman of Convention Committee, Tournament and Olympic Committee; National Basketball Committee of the U. S. and Canada, vice chairman, and chairman of the Research Committee and also of the Fifth District in the N.C.A.A.

Elbel, E. R., Associate Professor of Physical Education, Supervisor of Intramurals,

Teaching load: 11 classroom hours, plus 4 graduate students taking 2-4 hours work; 9 classroom hours, plus 5 graduate students doing 2-4 hours work.

University committees: Senate Committee on Health and Housing; Senate R.O.T.C. Committee; Sachem Committee; Special College Committee on Curriculum for Hygiene Courses; Publications Committee of School of Education; Graduate Committee of School of Education.

Supervision of intramurals: This is generally considered a full-time job in institutions of this size, involving a large percentage of the men students. This year in cooperation with the Men's Student Council the student managerial system has been reorganized which ultimately will make for closer cooperation between the students in the administration of intramurals.

Research: Directing 5 graduate theses. Conducting research on reaction time, have taken preliminary readings, equipment ready for football season in the fall; basketball research in cooperation with Dr. Allen and Dr. Lapp for two years, and during this past year have conducted research on evaluating the playing efficiency of basketball players.

Radio: Weekly radio program over station KFKU; have announced all athletic contests (football, basketball and track) for past 9 years.

Relays: General manager of Relays for 7 years. The high school meet in connection with Kansas Relays has been considered the largest high school meet in the United States

Other activities: "Czar" of the Lawrence Softball League; Chairman of the Boys' and Girls' Committee of Kiwanis Club; Vice-President elect of the Kansas State Physical Education Association; was in charge of Physical Education display at National Cornhusking Contest; spoke at Hi-Y assembly at Lawrence

High School in February; gave two talks at the Lawrence High School Career Clinic.

Writings: "Complete and Partial Round-Robins", The Scholastic Coach, April, 1940, Vol. 9, No. 8, pp. 32,48-49. The Research Quarterly for May, 1940, will have Dr. Elbel's doctor's dissertation.

DeGroot, E. B., Instructor in Physical Education, Supervisor of Practice Teaching in Physical Education.

Teaching load: 15 hours per week, fall semester; 23 hours per week, spring semester.

Other regular class activities: fall semester - faculty recreation class, 4 hours per week; faculty children's class, 1 hour per week; intramural supervision, 4 hours per week; Spring semester - supervisory training and special meetings of elementary school cadet teachers, average 2 hours per week; conferences with practice teachers, 1 hour per week; faculty recreation class, 4 hours per week.

Oread Training School Basketball: games and practices, average 3 hours per week for 3 months.

Timer at varsity basketball games, average 2 hours per week for 3 months.

Organization of Equitation classes in department. In charge of faculty riding group, average 2 hours a week for 2 months; Advisor, K. U. Hunt Club.

Vocational Guidance Counsellor at Dodge City High School, April 19.

Attendance at District and State Physical Education Association, at Wichita, Kansas, 3 days; attendance at National Physical Education Convention, Chicago, $4\frac{1}{2}$ days.

Member, Union Operating Committee; Curriculum Committee of Kansas State Physical Education Association.

In charge of K.U. Hunt Club and Equitation Classes participating in Kansas City Sportsmen's Show May 6-12. ~~Riding~~ Taking field trip from Lawrence to Kansas City, which will require two days, Thursday and Friday, May 9 and 10. Actually spending 3 days on project.

Allphin, Herbert G., Instructor in Physical Education.

Teaching Load: 20 classroom hours, fall semester; 23 classroom hours, spring semester.

Handle records of all students taking skill courses, average one hour per day.

Committee membership: Records Committee, A.A.U. (Missouri Valley District); Swimming Committee, A.A.U.; chairman, Life Saving Douglas County Chapter, American Red Cross.

Member: National Association for Health, Physical Education and Recreation; American Association of University Professors; Kansas State Physical Education Association.

Outside activities: Faculty advisor to Jayhawk Tumblers. They gave five exhibitions this year - Kiwanis Club, R.O.T.C. Barbecue, Haskell Institute, between halves at K.U. basketball game, Rural Smoker sponsored by Lawrence Chamber of Commerce. Assisted with Women's Intramural Swimming Meet as starter and announcer; starter for Men's Intramural Swimming Meet. Gave the Red Cross Beginners test to 10 Oread pupils; gave 10-hour pre-training course in Life Saving at Baldwin, Kansas, for the Douglas County Chapter, American Red Cross; conducted 15-hour pre-training course at Lawrence for K.U. students; attended and requalified in a 15-hour Water Safety Instructors Course, American Red Cross, under Mr. Raney; gave volunteer training to Robert Elbel and Dolph Simons, Jr., in Life Saving; have given 14 hours of instruction to 10 members of Buildings and Grounds staff in Red Cross First Aid - will finish the course this school year. Head judge, Interscholastic Track Meet, April 19, 1940. Examiner for Swimming and Life Saving of Lawrence Boy Scouts.

Lectures, etc.: Gave paper and demonstration on Recreational Aquatics at Southwest Aquatic Institute, Y.M.C.A., Corsicana, Texas; Will give lecture at Aquatic Institute, Lincoln, Nebraska, Y.M.C.A., May 11 and 12; also at Ft.

Leavenworth Y.M.C.A., May 14.

Attended District and State Physical Education Convention, Wichita, Kansas, March, 1940; attended National Physical Education Convention at Chicago, April, 1940.

Publications: October, 1939, Beach and Pool, "Group Swimming Instruction for Children." November, 1939, Beach and Pool, "Trends in the Aquatic Field".

Raport, James H., Instructor in Physical Education.

Teaching load: 22 hours activity courses, 2 hours theory courses, fall semester; 24 hours activity courses, 3 hours theory course, spring semester.

Committees: University exhibit at National Cornhusking Contest - spent 3 days preparing departmental exhibit. Member of departmental research committee.

Research: Conducting studies in handedness in Indian students; learning of skills in physical education; and method of teaching such skills consistent with our knowledge of such learning.

Coaching: Coach of University swimming team; Coach of K. U. Fencing team, both men's and women's.

General activities: Sponsor of Fencing Club; in charge of faculty fencing group which meets one afternoon a week. Assisted with faculty children's recreational class during fall semester, one hour a week. Assistant to Dr. Elbel on P.A. system at all university athletic events; In charge of decathlon at Kansas Relays; timer at Interscholastic meet at Relays. Passed the Red Cross Water Safety Instructors course (30 hours), and licensed. Supervisor of fencing tournament for Kansas City Sportmen's Exposition, week of May 6-12 (nights 7 to 12 p.m. entire week). Clerk of course for men's and women's intramural swimming meet.

Attended District and State conventions of Physical Education Association, Wichita, Kansas. Attended National convention of American Association for Health, Physical Education and Recreation, Chicago. Appointed to special committee for Research at Central District meeting.

May 6, 1940.

Dean F. T. Stockton,
School of Business,
University of Kansas.

Dear Dean Stockton:

Remembering your query at the budget conference concerning the teaching loads and extracurricular activities of the men instructors in the Department of Physical Education, I desire to give you this information for the current academic year for each one of our men in this department.

Allen, Forrest C., Professor of Physical Education, Chairman of Department, Coach of Freshman and Varsity Basketball Teams.

Teaching load: 8 classroom hours, fall semester; 6 classroom hours, spring semester.

University committees: Exhibit Committee for National Cornhusking Contest (4 meetings during September and October); Senate Committee on Physical Education and Athletics.

Administration of department: meetings with major students, with towel room employees, with Sasaki Club, with departmental staff; attendance at Education faculty meetings, College faculty meetings; conferences with graduate students in department, with budget committee, with Chancellor Malott, with Glenn Cunningham, with boys desiring to enroll at the University, etc.

Basketball coaching: 20-game varsity schedule (see attached card); varsity-freshman games on Nov. 24 and February 9; play-off for Big Six tie at Wichita, March 11 and 12 (won by Kansas); play-off between Big Six representative and Missouri Valley representative (Oklahoma A. & M.) at Oklahoma City, March 16, to determine representative in Western NCAA tournament (won by Kansas); manager of Western and National Championship NCAA basketball tournament, March 22 and 23, March 30, Kansas City, Mo. (Kansas winner of Western championship; runner-up in final.) High school basketball clinic morning of April 20, Robinson gymnasium (attended by about 100 high school boys).

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Elbel, E. R., Associate Professor of Physical Education, Supervisor of Intramurals.

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DeGroot, E. B., Instructor in Physical Education, Supervisor of Practice Teaching in Physical Education (Oread).

Teaching load: 15 hours per week, fall semester; 23 hours per week, spring semester.

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Oread Training School basketball: games and practices, average 5 hours per week for 3 months.

Other activities: Timer at varsity basketball games throughout season, average 2 hours per week for 3 months. Organization of Equitation classes in department. In charge of faculty riding group, average 2 hours per week for 2 months; advisor, K. U. Hunt Club. In charge of K. U. Hunt

Club and Equitation class as participating in Kansas City Sportsmen's Exposition May 6-12. Taking field trip from Lawrence to Kansas City, which will require two days, Thursday and Friday, May 9 and 10 - actually spending 3 days on project. Vocational Guidance Counsellor at Dodge City High School, April 19. Attendance at District and State Physical Education Association, Wichita, 5 days; attendance at National Physical Education Convention, Chicago, 4½ days. Member, Union Operating Committee; Curriculum Committee of Kansas State Physical Education Association.

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Attended District and State conventions of Physical Education Association, Wichita; attended National Physical Education convention, Chicago. Appointed to special committee for Research at Central District meeting.

Respectfully submitted,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

May 8, 1940.

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

Dear Dean Stouffer:

At our budget conference held in Mr. Nichols' office on April 8th, Dean Stockton stated at that meeting that he was not sufficiently acquainted with the activities of our Physical Education faculty to properly evaluate their services.

For that reason, and further, to have you well enough acquainted with our personnel, I am sending you a carbon copy of the letter that I have written Dean Stockton.

Very cordially yours,

FCA:AH

Director of Physical Education and Recreation,
Varsity Basketball Coach.

THE UNIVERSITY OF KANSAS
LAWRENCE
TEACHERS APPOINTMENT BUREAU

Deposited
Deposit
slip - May
20th,
1941.

May 12, 1941

Dr. F. C. Allen, Chairman
Physical Education Department
105 Robinson Gym

Dear Dr. Allen:

You will recall that we agreed to share the expense of publishing the folder for the boys in physical education. The expense involved was as follows:

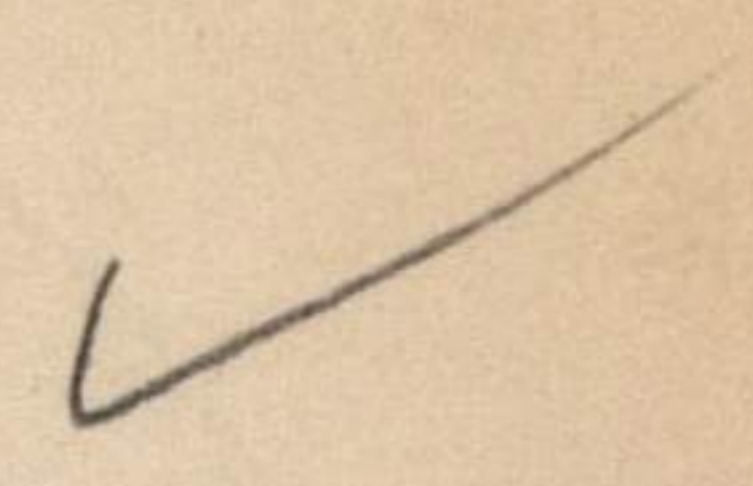
Printing 1500 six page folders	\$19.10
Addressing envelopes	.80
Postage	18.00
Total	<u>37.90</u>

One half of this will amount to \$18.95.

Last week Miss Hoover called me to say that it had been decided not to publish the folder for the girls since it was late in the season and also because of the rush at the journalism press and the impossibility of getting it out very soon. She felt that we should reimburse the girls for the cost of the cuts and I told her I would take care of half of it. I am sending you a transfer check for \$2.13 since I believe she said the total cost of the cuts was \$4.25.

Sincerely yours

H. E. Chandler
Secretary of the
Teachers Appointment Bureau



Minutes

Physical Education Faculty Meeting

A meeting of the Physical Education Department was held
Thursday, February 27, 1941 at 7:30

Dr. Allen urged the use of the projector machine for
the classes.

It was moved and seconded that a study of the course
content and description of these courses be made. A committee
consisting of Chairman Mr. DeGroot, Dr. Elbel and Miss Hoover
was appointed for this work.

Dr. DeGroot

A committee consisting of Miss Hoover, Miss Stapleton
and Miss Ulm was appointed to buy a gift for Mr. & Mrs. Hulteen's
new daughter.

letter sent to Miss Stapleton and Miss Hoover

May 19th, 1941

Dr. Elbel
Physical Ed Dept.
University of Kansas

Dear Dr. Elbel:

This is to request again that you turn in to Miss Christianson immediately any book orders that you want for next year.

We still have about forty five dollars credit in our library fund. This money must be used before June 1st, or we will lose it completely.

Sincerely yours,

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

FCA:ro

May

April 5, 1941

Mr. Bert DeGroot
University of Kansas

Dear Bert:

I am enclosing a letter that I received from Carl's regarding Frank Baker's gym shorts and longs which he ordered on February 5, 1941.

I have merely mentioned this to Frank and he states that he will pick up the stuff at Carl's in the very near future. I thought it would be well for you to mention to him that he does not have the prescribed gym equipment. You might ask him if he has ordered them.

This little prod may help him to take up the equipment that he ordered. His unusual size would cause this firm to have left on hand this equipment that would be difficult to dispose of.

I would appreciate your cooperation on this enclosure.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

FCA:mh

Department of Physical Education
University of Kansas

April 3, 1941

Dear Fellow Faculty Members:

The University is host to the District Festival this weekend and it is our painful duty to give up the men's gym only for the high school people to check their instruments. However, the dressing room in the basement on both the east and west sides are to be used for the high school students to change their clothing. There is to be no playing of any musical instrument in the gym building at any time.

Mr. Neal Wherry, who has charge of the high school detail, has some slips printed for each contestant with definite instructions along this line. Mr. Wherry is very anxious that the high school people observe these rules; therefore, there should be no difficulty encountered by the teachers who hold classes.

I would be very happy to hear of any infraction of these rules so that we might correct them at once.

I regret this intrusion very much but we are also reminded of the fact that the University invited these people here. It is our duty to cooperate with the administration. I have definitely set out to the administration and to Mr. Wherry our unhappiness over these intrusions. I assure you that I will always remain adamant in seeking to hold our building not as a checkroom or a convenient place for other departments to unload, but as a school building filled with our busy classrooms.

Until you and I and all of us can change the mental status of those in the administration, I am afraid that we are doomed for sometime to come.

Thanking you for your patience and cooperation, I am,

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

FCA:lg

P.S. In the future we will endeavor to secure from the Chancellor's office dates for music festivals, etc. so we can place them on our calendar for the year. This will enable us to make our own dates without conflicting with others.

Is This O.K.?

Dear Fellow Faculty Members:

The University is host to the District Festival this weekend and it is our painful duty to give up the men's gym only for the high school people to check their instruments. However, the dressing room in the basement on both the east and west sides are to be used for the high school students to change their clothing. There is to be no playing of any musical instrument in the gym building at any time.

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Until you and I ~~ka~~ and all of us can change the mental status of those in the administration I am afraid that we are doomed for sometime ~~to~~ to come.

Thanking you for your patience and cooperation, I am,

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball and Baseball Coach

FCA:lg

UNIVERSITY OF KANSAS
LAWRENCE

DEPARTMENT OF PHYSICAL EDUCATION

March 10, 1941

Dr. F. C. Allen
Robinson Gymnasium
University of Kansas

Dear Dr. Allen:

In investigating the cost of a public address system I found that Bell's Music Store had a second-hand system, 14 watts, for fifty dollars. This set is very effective for indoor amplification in the gymnasium but not powerful enough for outdoor use for a very large group.

*this
one
OK.*

Hanna's Radio Shop reported they could build a 25-watt set for \$125.00. Later he located a second-hand, 3-year old vocograph, which may still be available. The price for that one is \$80.00. This is a 25-watt set and could be used for a large out-of-doors crowd.

He also has a new 25-watt Audiograph, with turntable victrola record facilities for \$125.00. The set without the turntable sells for \$15 or \$20 less.

The 14-watt machine is strong enough for our use in the gymnasium, but I am wondering if you would like a stronger one for use during the summer recreation program.

An extension cord is needed on ^{one} ~~the~~ loud speaker~~x~~ to place them in the most advantageous places in the gymnasium.

*about 25' extension cord.
O.K.*

Mr. Crow looked over the set from Bell's Music Company and pronounced it very good for that price. He recommends the R.C.A. system as possibly the best, but that costs around \$225.00.

We need some public address system for our work in teaching dances to large groups. I do hope it will be possible to arrange for one of these machines.

Sincerely,

Reed J. Hoover

Feb. 27. 1941

Dear Dr. Allen:

I should like to offer the following suggestion: that Course 90, entitled "Remedial and Physical Examination" be changed to read "Remedial and Corrective Physical Education" or some similar title.

I feel that we may run into difficulty with medical opinion by such a title as "Remedial and Physical Examination". Since the course is designed as a corrective course in physical education, I think the title should be indicative of that.

I should like to hear your opinion in this matter.

Jim

March 8, 1941

Mr. John Cress
Robinson Gymnasium
University of Kansas

Dear John:

You were marvelous last night. Everybody that I spoke to thought that you were a wonder.

I saw only the last thirty seconds of your exhibition and you really thrilled them. I knew that you could do it. You have wonderful ability and we are very proud of you.

I hope this favorable introduction to our University students and our patrons is a decided benefit to you in your fine work.

Again congratulations.

Sincerely yours,

Director of Physical Education and Recreation
Varsity Basketball Coach

FCA:lg