

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).

Speeches, meetings, etc.: Oct. 12, Lawrence Hi-Y Assembly; Oct. 14, Osborne County 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 Haismith League; Dec. 9, Kansas City, Missouri Valley Conference meeting; Big Six Basketball Interpretation meeting;