

2015

W404-003C-01 - Office of the Vice President for Academic Affairs: Upward Bound Program: General Administrative Records

Office of the Vice President for Academic Affairs

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Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of
Sub-Group: Upward Bound Program
Series: General Administrative Records

Record Group no: W404
Sub-group no: 3C
Series no: 1

Description of series and its contents:

The series consists of applications, correspondence, financial records, reference materials, lists, memoranda, and other types of records, including some oversize items. The Winthrop College Upward Bound Program began in 1965 as part of the Community Action Program (CAP) under the Office of Economic Opportunity (OEO). In 1969 the program was transferred to the Department of Education, a subsidiary of the Department of Health, Education and Welfare (HEW). Dr. William Daniel was Director of the Winthrop program from 1967- 1969 at which time Dr. Thomas Morgan assumed the position. As Director, Dr. Morgan was directly responsible to the Vice- President for Academic Affairs. The program ceased to exist in 1970. There is a large amount of information on individual students who participated in the educational program, but very limited amounts on teaching methods and materials. This series would relate to the administrative records of the Vice-President for Academic Affairs and the Winthrop President and the records of teachers involved with the program. The records are arranged alphabetically by subject, and thereunder, they are in chronological order.

Other abbreviations: CCA- Carolina Community Action, CEAP- College Education Achievement Program FOCUS- Fellowship of Concerned University Students, MIS- Management Information Service, NSSFNS- National Scholarship Service and Fund for Negro Students, NYCP- Neighborhood Youth Corps Program.

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	1	Addresses (Staff and Student)	1967, 1967, nd
1	2	American College Testing Service	1967-1970
1	2	American National Red Cross	1968
1-9	3-70	Applications (Personnel and Student to Upward Bound and Winthrop to OEO) restricted	1967-1970
10	71	Bridge Student Schedule and credit (Interim program)	nd
10	72	College Entrance Examination Board	1967-1969
10	73	College Scholarship Service (Parents Confidential Statement)	1968-1970
10	74-78	Correspondence and Related Records (General, Closing of Upward Bound, OEO and HEW, and parents)	1952,1962, 1967-1970
11	79-81	Evaluation: of Upward Bound Program by OEO, Staff, Student and tutor-counselor and of students restricted	1967-1969
11	82	Experiment in International Living	1968
11	82	Fellowship of Concerned University Students (FOCUS)	1968- 1969
11-12	83-89	Financial Records and Related Correspondence (Statement of Expenditure, Budget for Year A, B, and C, and Request for checks and purchases)	1967-1970
12	90	General Agreement Between Upward Bound Project and Staff	1967
12	91	Insurance	1967-1969
12	92-93	Management Information Service (MIS)	1967-1969
13	94	Medical Records and Related Correspondence	1967-1968
13	95	Dr. Sigmar Muchle- Director CEAP Project	1967
13	95	Neighborhood Youth Corps Program (NYCP)	1967
13	95	Negro History Workshop	1968
13	95	Participating High Schools	1967-1969

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13	96	Public Advisory Committee Records	1967-1970
13	97	Publicity	1967-1970
13	98	Reading (Diagnostic test)	1968
13	99	Recruitment of Students	1967
13	99	Redferrn Incident	1969
14-15	100-111	Reference and teaching Material (Articles, book list and other teaching materials, Clemson Upward Bound program study, General material for speeches, ideas and Techniques Manual, Kuder Preference Test manual, Data base Collection Manual, Data Systems Manual, Program Administration Manual and Characterization Study)	1966-1967
15	112-116	Reports, minutes and related correspondence	1967-1970
15	117	Room Assignments	1967- 1969
15	117-118	Scholarships (National Scholarship Service and Fund for Negro Students- NSSFNS, stipends and related correspondence)	1967-1970
16	119	Social Work Careers	1968
16	119	Space Request	1967-1968
16	120	Special Interest Groups (personnel and students)	1967-1968
16	121	Student Attendance Reports (Artist's Series, Classes)	1968-1969
16	122	Student Choice of College and Upward Bound Program (After Upward Bound Program at Winthrop)	1970
16	122	Student follow-up	1968-1969
16	122	Student General Information (addresses, birthdates, etc.)	1969
16	122	Student Profile- Statistics	1967
16	123	Student Orientation	1967-1969
16	123-124	Student Publication (Newspaper, Last Will and Testament, Anthology)	1967-1969
16	125	Student Trips (Atlanta, Greensboro, Washington, D.C. and Winston- Salem)	1968-1969
16	126	Summer Employment	1969
16	126	Summer School (Forms and related Records, grades)	1969
16	127	Teacher Orientation	1969
16	127	Thirteen College Curriculum Project	1967
16-17	127-129	Travel Records	1967-1969
17	130-131	Tutor- Counselor Records (Orientation, policy, schedules, correspondence, references)	1967-1969
17	132	Upward bound Constitution and Related records	1967-1969
17	132	Upward Bound Diploma	1967-1968
17	133	Upward Bound Director's Conference (Atlanta, Denver, Washington, D.C.)	1967-1969
17	134	Upward Bound planning (Summer and Fall)	1967-1969
17	134	Upward Bound Rules and Regulations	1967-1969
17	134	Upward Bound Student and Staff List	1967
17	135	Upward Bound Student paper	nd
17	135	Visitations	1967-1969
17	135	Winthrop College Upward Bound Follow-up studies	nd