

Winthrop University Archives  
Preliminary Descriptive Inventory

Unit: Assistant to the President

Sub-Group: Assistant to the President for University Events, Office of

Series: Correspondence and Memoranda

Record Group no: W403.2

Sub-group no: 3C

Series no: 1

Description of series and contents:

**This series consists of the correspondence and memoranda produced by and for the Office of the Assistant to the President for University Events. The correspondence and memoranda in this series is organized by calendar year.**

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	1	Correspondence and Memoranda	2012
1	2	Correspondence and Memoranda	2013
1	3	Correspondence and Memoranda	2014
1	4	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics</li><li>-Blue Line</li></ul>	2015
1	5	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics</li><li>-“On Track” Program</li></ul>	1988
1	6	Correspondence and Memoranda <ul style="list-style-type: none"><li>• Topics:</li><li>-Queen of Hearts Gala</li></ul>	2018