Winthrop University Archives
Preliminary Descriptive Inventory

Unit: **Library**
Sub-Group: _______________
Series: **Departmental Annual Reports**

Record Group no: **W409**
Sub-group no: __
Series no: **2**

Description of series and its contents:

These statistical and narrative reports from the various departments within the library provide information on the year’s work done by the departments. Also included for certain years are lists of goals and achievements. The inclusive dates for a particular department’s annual reports may vary. These reports are used by the College Librarian to write her annual report to the College President. The reports are arranged chronologically, with no particular order for the year.

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