Winthrop University Archives Preliminary Descriptive Inventory

Unit: <u>Arts and Sciences, College of</u> Record Group no: <u>W423.1</u>

Sub-Group: <u>History Department</u> Sub-group no: <u>6F</u>

Series: <u>Various Records</u> Series no: <u>1</u>

Description of series and its contents:

This series will include records which are too small in number to constitute their own series. This series can be organized later when more records of a particular type or group are received.

| Box (es) Folder(s) Contents Year(s) | | | | |
|-------------------------------------|-------|---|--------------------------|--|
| 1 | 1 | A-1 Security | 1980-1981 | |
| 1 | 2 | Acting Chairmen | 1981-1982 | |
| 1 | 3 | Arts & Sciences Newsletter | 1982-1983 | |
| 1 | 4-7 | Chairmen's Meetings | Fall 1981 | |
| 1 | 5 | Chairmen's Meetings | Spring 1982 | |
| 1 | 6 | Chairmen's Meetings | Fall 1982 | |
| 1 | 7 | Chairmen's Meetings | Spring 1983 | |
| 2 | 8-11 | Circulations | 1981 | |
| 2 | 9 | Circulations | Spring 1982 | |
| 2 | 10 | Circulations | Fall 1982 | |
| 2 | 11 | Circulations | 1983 | |
| 3 | 12-14 | Class Rolls | Fall 1981 | |
| 3 | 13-17 | Class Rolls | Fall 1982 | |
| 3 | 14 | Class Rolls | Summer 1982 | |
| 3 | 15 | Class Schedules | Spring &Summer 1981-1982 | |
| 3 | 16 | Class Schedules | Fall 1981-1982 | |
| 3 | 17 | Class Schedules | Spring & Fall 1982-1983 | |
| 4 | 18 | College of Arts & Sciences Assembly | 1981-1983 | |
| 4 | 19 | College Store | 1981-1983 | |
| 4 | 20 | Contracted Services | 1981-1983 | |
| 4 | 21 | Curriculum Change Memoranda | 1975-1979 | |
| 4 | 22-23 | Curriculum Committee | 1981-1981 | |
| 4 | 23 | Curriculum Committee | 1981-1983 | |
| 5 | 24 | Data Processing | 1981-1983 | |
| 5 | 25 | Departmental Meetings | 1981-1982 | |
| 5 | 26 | Departmental Memos | 1981-1982 | |
| 5 | 27 | Draft Report of the Committee for the Evaluation of HIS 101-102 | 1970-1971 | |
| 5 | 28 | Educational Supplies | 1981-1983 | |
| 5 | 29 | Faculty Conference | 1981-1983 | |
| 5 | 30 | Graduate Council & Assembly | 1981-1983 | |
| 5 | 31 | Inactive Causes | 1981-1982 | |
| 5 | 32 | Inter-Department Transfer | 1981-1983 | |
| 5 | 33 | Internships | 1981-1982 | |
| 5 | 34 | Job Applications | 1981-1982 | |
| 5 | 35 | Leave Forms | 1981-1982 | |
| 5 | 36 | Memos to Dean | 1981-1982 | |
| 6 | 37-39 | Office Supplies & Services | 1981-1982 | |
| 6 | 38 | Office Supplies & Services | 1981-1983 | |
| 6 | 39 | Office Supplies & Services | 1981-1983 | |

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| Box (es) Folder(s) Contents | | | Year(s) |
|-----------------------------|-------|------------------------------------|------------------------|
| 6 | 40 | Physical Plant | 1982 |
| 6 | 41 | Promotion & Tenure | 1982-1983 |
| 6 | 43-44 | Student Payroll | 1981-1982 |
| 6 | 44 | Student Payroll | 1982- 1983 |
| 7 | 45 | Studycade Course Books | 1977, 1979, 1980, 1983 |
| 7 | 46 | Telephone Calls | 1981-1983 |
| 7 | 47 | Textbook Orders | 1981 |
| 7 | 48-49 | Textbook Orders | 1982 |
| 7 | 49 | Textbook Orders | 1983 |
| 7 | 50 | Travel | 1981- 1983 |
| 7 | 51 | Winthrop Days | 1981-1983 |
| 7 | 52 | Correspondence about GLI events | 2012 |
| 7 | 53 | Master of Arts in History Brochure | 2000s |