

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Office of the President
Sub-Group: Charles B. Vail Administration
Series: Subject File

Record Group no: W403
Sub-group no: 6F
Series no: 1

Description of series and contents:

This series consists of correspondence, memoranda, reports, minutes, newspaper clippings, pamphlets, and other records relating to the administrative activities of Dr. Charles B. Vail (1973-1982), including his interaction with Winthrop administrators and faculty, the York County community, the state of South Carolina, the Federal government and other colleges and universities. The records are arranged in alphabetically by subject.

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	1	American Association for Higher Education	nd
2	2-3	American Association for Teacher Education	1979-1980
1	4	American Association of Higher Education	1979-1983
1	5-16	American Association of State Colleges	1974-1982
1	5	-Board of Directors	
1	6	-Committee on Communications Technology	
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1-3		-General	
3	14	-RCPC Advisory Committee	
3	15	-Task Force Committee	
3	16	-Trip	
3	17	American Association of University Professors	1973-1980
3	18	American Association of University Women	1973-1980
3	19-20	American council of Education	1978-1979
4	21	Association of Governing Boards of Universities and Colleges	1977-1979
4	22	Carolina Community Action	1975-1976
4	23	Catawba Regional Planning Council	1980
4	24	Catawba-Waterway Health Education Consortium	1974-1981
4	25	Center for Afro-American Studies	1975-1979
4	26-27	Charlotte Area Educational Consortium	1974-1981
5	28	Citizens and Southern National Bank	1974-1981
5	29	Clemson University	1973-1981
5	30-31	College Entrance Examination Board	1973-1982
5	32	Colleges and Universities	1978-1981
5-7	33-37	Council of Presidents	1974-1983
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7	40	CYLUC-W Consortium	1978
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8	42	Educational Facilities Laboratories, Inc.	1978-1989
8	43	Francis Marion College	1981
8	44	Institute of International Education	1977-1980
8	45	International Student Exchange Program	1977-1980
8	46	International Year of the Child	1979
8	47	Lander College	1977-1981
8	48	National Association of Intercollegiate Athletics	1975-1982

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9	50	National Endowment for the Humanities	1978
9	51	Phi Beta Kappa	1973-1982
9	52-53	Piedmont Medical Center	1978-1982
9-10	54-55	Rock Hill, City of	1976-1977
10	56	Rock Hill, School District #3	1977-1981
10	57	Rock Hill United Way	1974-1978
10	58	South Carolina Association of Colleges and Universities	1976-1982
10	59	South Carolina Chamber of Commerce	1977-1982
10	60	South Carolina Chamber Orchestra	1980
11	61	South Carolina College Association of Reading Educators	1981
11	62	South Carolina Community Education Advisory Council	1976-1981
11-12	63-72	South Carolina Council of Presidents	1973-1982
11-12	63-65	-General	
12	66	- Minutes	
12	67	-Personnel Law	
12	68	- Policy and Procedures Concerning New Programs	
12	69	- Proposed Legislation in Relation to Comprehensive Planning	
12	70	-Retirement System	
13	71	-Sabbatical Leaves	
13	72	-Task Force to Study Residency Rules and Laws	
13	73	South Carolina Educational Television Project	1978-1989
13	74-75	South Carolina State Advisory Committee on Intercollegiate Athletics	1991
14	76	South Carolina State Agriculture (Bills)	1974
14	77	South Carolina State association of Colleges and Universities	1976-1982
14	78	South Carolina State Association of School Superintendents	1978-1979
14-15	79-80	South Carolina State Attorney General's Office	1980-1981
15-16	81-88	South Carolina State Auditor	1973-1981
17-18	89-104	South Carolina State budget and Control Board	1974-1982
19	105	South Carolina State Commission on Aging,	1981
19-25	106-136	South Carolina State Commission on Higher Education	1974
		-General	
		-Master Plan for Higher Education	
26	137-141	South Carolina State Committee on State Employees	1979
27	142	South Carolina State Committee on State Expenses	1979
27	143	South Carolina State Council on College/ Corporate Communications	1978
28	144	South Carolina State Department of Archives and History	1980-1981
28	145	South Carolina State Museum Stock Certificate	1981
28	146-147	South Carolina State Office on Controller General	1975-1982
28	148	South Carolina State Student Incentive Program	1979
28	149	South Carolina State Textile Manufacturers Association	1974-1979
29-31	150-165	Southern Association of Colleges and Secondary Schools	1971-1982
32	166	Southern Regional Council	1973

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32	169	Three Rivers Health Systems Agency	1976-1980
32	170-171	United States Department of Health, Education, and Welfare	1968-1979
32	172	United States Senate	1977-1981
33	173	United States Senators –Hollings, Fritz	1973-1982
33	174	United States Senators –Thurmond, Strom	1974-1982
33	175-178	United Way of South Carolina	1971-1981
33	175	-Area wide Study Committee	1979
33	176	-Board of Directors	1974-1979
33	177	-Executive Committee	1977-1979
33	178	-York County Cooperation	1978
34	179	University of South Carolina at Lancaster	1981
34	180	University of South Carolina	1974-1978
34	181-242	Winthrop College	1971-1983
34	181	-Academic Deans	1979
34	182	-Administrative Council	1973-1979
34	183	-Administrative Planning Council	1973
35	185-186	-Affirmative Action, Office of	1973-1981
35	187	-Alumni Correspondence	1976-1982
35	188	-Assistant to the President	1975-1981
36	189	-Bibliography	1973-1980
36	190	-Board of Visitors	1980-1982
36	191	-Buckley Amendment	1974-1977
36	192	-Budget	1980-1981
36-37	193-195	-Budget Planning	1973-1979
37	196	-Buildings	1980-1981
37	197	-Campus Renovation	1976-1979
37	198	-Campus Unrest Plan	nd
37	199	-Classification Scheme	1978-1981
38	200	-Coat of Arms	1976-1982
38	201	-Coliseum	1978-1982
38	202-203	-College Policies	1979-1980
38	204-205	-Commencement	1978-1979
39	206	-Computer Proposal	1980
39	207	-Congratulatory Letters	1973-1980
39	208	-Convocation	1981-1984
39	209	-Correspondence	1973-1980
39	210	-Council of Deans	1976-1978
39	211	-Council on Master Plan	1979
40	212	-Dean of Arts and Sciences	1978-1979
40	213	-Engagements	1978-1981
40	214	-Evaluation Committee	1971
40	215	-Evaluation of President	1975
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41	218	-Executive Policies	1974-1983
41	219	-Faculty Emeriti	1974-1981
41	220-221	-Faculty Exchange Program	1978-1982
42	222	-Financial Statements	1981
42	223	-FIPSE Proposal	1979
42	224	-Five-Year Capital Improvement Forecast	1982
42	225	-Foundation	1979-1980
42	226	-Gifts and Bequests	1979-1981
42	227	-Graduate Affairs, Office of	1979-1980
42	228	-Legislative Summary	1981
43	229	-Lodge	1979-1981
43	230	-Membership Dues	1975-1981
43	231	-Memos to Faculty and Staff	1973-1981
43	232	-Minimum Competency Program	1978
43	233	-New College Hymn Committee	1978
43	234	-Performance Appraisal	1979-1980
44	235	-Phi Beta Kappa	1973-1982
44	236-237	-Presidents (Correspondence –Miscellaneous)	1973-1983
44	238	-Rehabilitation Act (504 Regulations)	1977
44	239	-Residency Rules and Laws	1974-1975
45	240	-Sabbaticals	1977-1978
45	241	-Scotch-Irish Heritage Festival	1980-1981
45	242	-South Carolina Laws	1974-1977
46	243-244	-Speeches (Charles B. Vail)	1973-1981
46	245	-Stanley Papers	1975
46	246-247	-Student Government Association	1977-1983
46	248-249	-Student Senate	1973-1975
47	250-251	-Students	1971-1983
47	252	-Textile Leaders Oral History Project	1974-1977
47	253-254	-Town Gown Forum	1985
48	255	-Training Workshop for Supervisors	1977-1981
		-Trustees, Board of	
48	256	-Agenda Planning	1978-1979
48	257	-Appropriations and Expending Analysis	1978
48	258	-Budget Presentation to Committee on Higher Education	1977-1979
48-51	259-274	-General	1973-1981
52	275	-Undergraduate Education	1980
52	276	-Vice President for Development	1977-1981
52	277	-Vice President for Student Affairs	1974-1981
52	278	-Vice Provost	1974
52	279	-York County Council on Alcohol and Drug and Abuse	1977-1979
52	280	-York County Think Tank Task Force	1973-1981
52	281	-York Technical Education Center	1972-1976
53	282	Academic Degree Programs in South Carolina	1980

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53	284	Additional Courses	1980
53	285	Alcohol Permits	1974-1978
53	286	Alpha Lambda Delta	1975
53	287	Alumni Activities	1974-1982
54	288	Alumni Advocates Program	1980-1982
54	289	American Assembly of Collegiate Schools of Business	1976-1981
54	290	Appalachian Regional Commission Alternative Child Care	1981
54	291	Archives and Special Collections Grant	1981-1982
54	292	Archives of Winthrop College Guide to Records	1979
54	293	Arts Commission, South Carolina	1981
55	294	Association for Continuing Education Administrators	1976
55	295	Audio-Video Task Force	1975
55	296	Brandon, Allen	1981
55	297	"Building Quality Evaluation System"	1976
55	298	Business Administration	1974-1981
55	299	Business Administration School	1974-1979
55	300	Business Administration C&S Foundation Grants	1979-1983
56	301	Campus Bank	1967-1968
56	302	Campus Security	1976-1983
56	303-305	CETA Campus Beautification Program	1979-1980
57	306	Class Agents	1976
57	307	CHE-title I-B Strengthening School Social Work Program	1981
57	308	Classification and Compensation Manual	1977
57	309	College and University Business Officers	1981
57	310	Commencement	1964
57	311	Commission on Higher Education Recommendations to the Budget and Control Board	1980
58	312	Commission On Higher Education conference Agenda	1979
58	313	Comparative Guide to American Colleges Brochures Request	1978
58	314	Comptroller Affairs	1981-1982
58	315	Construction Management Report	1981
58	316	Cost Reduction Incentive Awards	1981
58	317	Consumer Science and Allied Professors Budget School	1980-1981
58	318	Crimes Reported	1978-1982
58	319	Daughters of the American Revolution Appearance	1980
59	320	Departmental Annual Reports	1974-1975
59	321	Developmentally Disabled Programs	1974-1976
59	322	Education School Programs	1978
59	323	Education, S.C. Department in Service Education Course	1981
60	324	Education, U.S. Department Title VIII Cooperative Education Program	1981
60	325	Education U.S. Department Strengthening Developing Institutions	1979-1982
60	326	Educational Services Center	1974
60	327	Energy U.S. Department Energy Management in Home Workshop	1980
61	328	Epicure Food Services	1976-1982

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61	330	Faculty Advisory Committee on Athletics	1977
61	331	Farm Area Topographical Map	1978
61	332	Finance and Business Vice President	1980-1982
62	333	Financial Aid	1972-1981
62	334	Fiscal Reports and Applications	1980-1982
62	335	Five Year Plan Preparation Manual	1980-1984
62	336	Food Services	1976-1981
62	337	Foreign Language Introductory Course	1977
63	338	Georgia State University Correspondence	1975
63	339	Grant Programs	1978-1980
63	340-341	Grant Proposals	1980-1981
64	342	Hay Associates Summary of Findings and Recommendation	1978
64	343	Higher Education, South Carolina Commission	1968
64	344	Higher Education Statistical Report	1982
64	345	Housing Annual Report	1979-1980
65	346-347	HUD College Housing Loan	1980
65	348	Human Development center	1974-1982
66	349	"Human Values Guiding Regional Growth Seminar"	1977
66	350	Humanities Committee, S.C. -Women Leaders in South Carolina	1981
66	351	Human Development Service Child Welfare Course	1981
67	352	Human Service Program S.C. School of Business	1981
67	353	Hymn	1974-1977
67	354	Intermediate care Faculty Plan	1978
67	355	Joynes Center	1973-1981
67	356	Ki Winis Banquet for International President	1973
68	357	Latin Forum	1976
68	358	Life-Safety Program	1981
68	359	Mental Retardation Department Correspondence	1978-1981
68	360	Metropolitan Life Foundation	1981
68	361	McLaurin and Margaret Nance Buildings Replacement	1979
68	362	Minority Report	1979
68	363	Music School Basic Information	1973-1981
68	364	Music School Programs	1973-1980
68	365	Music School Weekly Progress Reports	1975
69	366-367	National Council for Accreditation of Teacher Education Institutional Report (Advanced Programs)	1973, 1978
70	368-369	National Council for Accreditation of Teacher Education Institutional Report (Basic Programs)	1978
71	370	National Science Foundation	1981-1982
71	371	NSF-Computer Assisted Problem Solving in Secondary Classes	1980
71	372	Nursing College, Medical University of South Carolina Progress Report	1980
72	373	Office Services	1974-1980
72	374-375	"Opportunity and Growth in South Carolina"	1968-1985
73	376	Permanent Improvement Survey	1959

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73	378	Placement and Career Planning	1977-1982
73	379	Political Science Department	1979
74	380	Post Office	1973-1982
74	381	Program Activity Report	1974
74	382	Property control Audit	1981
74	383	Proposed Campus Plan	1972
74	384	Proposed Campus Plan Draft 2	1972
75	385	Psychology School	1976-1982
75	386	Public Administration Curriculum	1977
75	387	Public Administration Masters, Agreement between University of South Carolina and Winthrop College	1977
75	389	Public Service Director	1974-1981
76	390	Residents Assistants Handbook	1974
76	391	Review of Total Compensation Practices and Policy Recommendations for Appointive Position	1975
76	392	Satellite for Winthrop College Grant Application	1981-1983
77	393	Scholarships, French and Spanish	1971-1977
77	394	Security Department of Winthrop College Audit	1976
77	398	South Carolina Association for Retarded Citizens	1980
77	399	Standards of Progress and Conduct	1976
78	400	Strengthening Developing Institutions, Field Readers	1976
78	401	Student Organization Handbook	1980-1981
78	402	Teacher retirement System of South Carolina Study	1973
78	403	Technology Planning Manual	1982
78	404	Thomas Glenn G. (Interim President)	1983
78	405	Trustees Report	1978
79	406	"Understanding for Action" Seminar	1978
79	407-408	University Affiliated Facilities Program	1974-1982
80	409	University Affiliated Facilities Need Program	1979-1980
80	410	University of South Carolina: Compliance with Civil Rights Act of 1964	1975
80	411	Veterans Administration	1978
80	412	Violation of Fire Codes	1978
80	413	Warehouse Inventory	1982
80	414	"Winthrop College Meeting South Carolina Needs"	1979
81	415	Winthrop College –Statewide Impact	1979
81	416	Writer's Conference	1979-1982
81	417	YCCIP Beautification Plan	1980
82	418	Action Items –Campus	1981
82	419	Administrative Council	1973-1979
82	420	Administrative Planning Conference	1973-1979
82	421	Administrative Planning Session	1980
82	422	Advisement Questionnaire	nd
82	423	Affirmative Action Policy (1 of 2)	1982
82	424	Affirmative Action Policy (2 of 2)	1982

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83	426	Alumni Executive Board	1974
83	427	Alumni Association	1973-1980
83	428	Alumni Network	1972-1979
83	429	Annual Report to State Budget and Control Board	1979
83	430	Appropriations Ruling	1968-1977
84	431	Athletics--See also Intercollegiate Sports	1974-1982, nd
84	432	Bomb Threat Plan	1979
84	433	Bonding Information	1974-1978
84	434	Booster Club	1976-1977
84	435	Budget Information	ca1979
84	436	Budget Materials	1972-1978
84	437	Building Bonds	1981
85	438	Campus Development Study	1978-1981
85	439	Campus Environment Study	1976
85	440	Campus Ministry	1974-1977
85	441	Campus Space Policy	1978-1980
85	442	Coat of Arms Ceremony	1980
85	443	Coat of Arms Newspaper Clipping	1980-1986
85	444	College of Arts and Sciences --Annual Report of Faculty Members	nd
85	445	Commission on Higher Education, South Carolina	1975
85	446	Commission on Higher Education, South Carolina --Budget Cuts	1975
85	447	Computers	1974
86	448	Conference Sponsored by Danforth Associates	1973
86	449	Construction Management Summary	1980
86	450	Correspondence, General	1974-1981
86	451	Correspondence with Dr. Littlejohn	1975-1982
86	452	Correspondence with Faculty and Staff	1978-1980
86	453	Correspondence regarding Gerontology Consortium	1976, nd
86	454	Council of Presidents	1976
86	455	Crawford Health Center	1976-1981
86	456	CYLUC-W: Various Records	1979-1982
87	457	Dinkins Student Union Program Board	1975-1981
87	458	Dianne Personné	1971
87	459	Dormitory Study	1977-1978
87	460	Educational Conference	1974-1975
87	461	Elementary Education	1979
87	462	Executive Cabinet Minutes	FY 1974-1975
87	463	Executive Cabinet Minutes	FY 1975-1976
87	464	Executive Cabinet Minutes	FY 1976-1977
87	465	Executive Cabinet Minutes	FY 1977-1978
88	466	Executive Cabinet Minutes	FY 1978-1979
88	467	Executive Cabinet Minutes	FY 1979-1980
88	468	Executive Cabinet Minutes	FY 1980-1981, 1982
89	469	Faculty	1977, 1978, nd

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88	471	Fee Structure Analysis	1976-1979
88	472	Field house Groundbreaking	1980
88	473	Financial Aid Internal Adult	1977
88	474	Foreign Exchange Students	1978-1981, nd
88	475	Form Letter –Restriction from Campus	1979
89	476	Geography, Dept. of	1975-1976
89	480	Greek Organizations	1973-1982
90	481	Home Economics, Dept of Co-Op with Clemson	1959
90	482	Home Economics, Dept. of Faculty Exchange with Western Carolina University	1979-1980
90	483	Intercollegiate Sports –See also Athletics	1973-1978
90	484	Interoffice Correspondence	1975-1983
90	485	Judicial Council	1977
90	486	Lewandowski Exhibition Flyer	1978
90	487	Memorandum to the Board of Trustees	1982
90	488	Mission Statement of Institutions of Higher Learning in South Carolina	1976-1980
90	489	Model UN	1977-1982
90	490	NACUBO/USSF	1981
90	491	New Faculty	1979-1980
91	492	Newspaper Articles	1979
91	493	Nursing Program –Correspondence	1964-1976
91	494	Nursing Program –Special project Grant Proposal: Satellite BSN Degree Program (MUSC) Appendices (Folder 1 of 2)	1977
91	495	Nursing Program- Grant Proposal (Folder 2 of 2)	1977
91	496	Omicron Delta Kappa	1975-1984
91	497	Orientation	1977-1982
92	498	Payroll Office –RESTRICTED (Transferred to Box 99 Folder 549)	1981
92	499	Performance Evaluations	1976-1978, nd
92	500	Performance Evaluation Program	1973-1978
92	501	Personnel Development	1977
92	502	Physical Plant	1979
92	503	Pi Kappa Phi Fraternity	1980
92	504	Preliminary Planning Considerations	ca1980
92	505	Presidential Awards	1974-1978
92	506	President’s Reception Invitation	1977-1978
92	507	Proposed Mathematics Teachers Meeting	1976
92	508	Public Affairs Office	1977-1978
92	509	Publications	1976-1980
92	510	Residence Hall Space Analysis	1981
93	512	Salaries and Contracts	1975
93	513	Salary Issues	1978-1979
93	514	Scholarships –Mary Mildred and Algernon Sydney Sullivan Award	1974-1982
93	515	Scholarships –Miscellaneous	1975-1982
93	516	Screening examination Program Agreement	1980

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93	517	SEC/AAS	1979
94	518	Self Study –Chemistry and Physics Dept.	ca1978
94	519	Self Study –Education, School of	ca1979
94	520	Self Study –General Dietetics Vol. I	1979
94	521	Self Study –General Dietetics Vol. II	1979
94	522	Self Study –Home Economics Education, Dept. of	1979
95	523	Self Study –Modern and Classical Language	1980
95	524	Self Study –Social Work	ca1980
95	525	South Carolina Desegregation Plan	1981
95	526	South Carolina General Assembly Legislative Progress Report	1976-1980
95	527	South Carolina Human Services Demonstration Project (SCHSDP) (Folder 1 of 3)	1981
96	528	SCHSDP (Folder 2 of 3)	1981
96	529	SCHSDP (Folder 3 of 3)	1981
96	530	Space Revisions	1978-1979
96	531	Student Affairs –General Correspondence	1974-1979, nd
96	532	Student Affairs –Staff Meeting Minutes	1976-1982
96	533	Student Affairs –Organizational Audit	1975
97	534	Student Organizations	1976-0977, nd
97	535	Student Publications Guidelines	nd
97	536	State college Board of Trustees –“A Study on the Higher Education Needs in Charleston and the Role of College of Charleston”	1973
97	537	Statement of Rights and Responsibilities of Students at Winthrop College	nd
97	538	Study of Unclassified Administrative Positions	1978
97	539	Summary Transition Plan for Compliance with Section 504 of the Rehabilitation Act of 1973	1978
97	540	Tenure Policy Revisions	1974-1975
97	541	“The Value System of the 1980’s”	nd
97	542	Various Records	1978-1982
97	543	Ways and Means Bill	1980-1981
97	544	Winthrop College Mission Statement	1974, 1978
98	545	Winthrop College Foundation	1973-1982
98	546	Winthrop College Manual for Faculty Members	1980
98	547	Winthrop College Compliance with Civil Rights Act of 1964	1976
98	548	York Technical College	1973
		RESTRICTED	
99	549	-Payroll Office	1981
99	550	-Salary Issues	1975-1978
99	551	-Student Disciplinary Cases Arranged by Student’s Last Name (A-L)	1973-1982
99	552	-Student Disciplinary Cases (M-R)	1973-1982
99	553	-Student Disciplinary Cases (S-Y)	1973-1982