

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of the
Sub-Group: Academic Dean
Series: Subject File

Record Group no: W404
Sub-group no: 1A
Series no: 2

Description of series and its contents:

This series includes correspondence, reports, newspaper clippings, memoranda, minutes, proposals, studies, correspondence and other administrative records of the office. The Dean of the College was responsible for administering all phases of the academic program including organizing and directing the summer school program, preparing schedules of recitations and overseeing the curriculum. The records are arranged alphabetically by subject, and thereunder, they are in general chronological order.

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	1	Amateur Astronomical Society	1963
1	2	American Association of Colleges	1964-1966, nd.
1	3	American Association of Colleges & Academic Deans (Washington, D.C.)	1963-1964, nd
1	4	American Association of Colleges for Teacher Education	1962-1966, nd
1	5	American Association of University Professors (AAUP)	1961-1966, nd
1	6	American Association of University Women (AAUW)	1960-1964, nd
1	7	American Association on Emeriti	1961-1966
1	8	American College Testing Program	1960
2	9	American Conference of Academic Deans	1960-1963
2	10	American Council for Emigres in the Professions, Inc.	1960
2	11	American Council on Education (ACE)	1966, nd
2	12	American Men of Science	1964-1965, nd
2	13	American Psychological Association	1959-1964
2	14	American Universities Field Staff	1960-1961
2	15	"Analysis of survey on allowable time"	nd
3	16	Association for Higher Education	1966-1978, nd
3	18	Carnegie Fellowship	1959
3	19	Center for Cultural & Technical Interchange Between East & West	1965, nd
3	20	Cetys Boletin Informative	1962-1963
3	21	The Citadel (Charleston, S.C.)	1961-1967
3	22	Clarke School for the Deaf	1964-1964
3	23	Clemson College (Clemson, S.C.)	1962-1968
3	24	Clemson College Experimental Station & Graduate Program	1959-1966
3	25	Clemson- Winthrop Research Council	1958-1962
4	26	College Admission Program (Duke Univ.)	1962
4	27	College Chemistry Teachers Award	1962
4	28	Committee on Admission to Membership for Senior Colleges	1967-1968
4	29	Converse College (Spartanburg, S.C.)	1961-1966
4	30	Danforth- Women Fellowships	1966-1967
4	31	Department of State-Conferences and Speaking Arrangements	1963-1966
4	32	Dietary Consultative Services- Final Report (London, Roberta)	1961-1962, nd
4	33	Duke University (Durham, N.C.)	1960-1967
4	34	Edwards, James B. (S.C. Governor)	1974-1977
5	35	Elementary and Secondary Education Study (Savage, William W.)	1963
5	36	Erskine College (Due West, S.C.)	1967

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of
Sub-Group: Academic Dean
Series: Subject File

Record Group no: W404
Sub-group no: 1A
Series no: 2

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
5	37	Florida State University (Tallahassee, Florida)	1959-1968, nd
6	38	Foreign Policy Conferences on the Emory University Campus	1966
6	39	Freeman, John A. (Research)	1960
6	40	Furman University (Greenville, S.C.)	1959-1960
6	41	Home Economics- State Department of Education	1960-1966
6	42	Intercollegiate Press & New Program in Medical Technology	1962-1963
6	43	International Business Machines Corporation (IBM)	1960-1965, nd
6	44	Krik, Roger- Executive Assistant for Education & Manpower to Governor Edwards	1975-1977
6	45	Louisiana State University (Baton Rouge, Louisiana)	1965, nd
6	46	Merrill-Palmer School	1960
6	47	Miraliotta, S.J. (Record Collection Gift)	1963
6	48	National Council for Accreditation of Teacher Education (NCATE)	1960-1963
6	49	National Defense Education Act- Public Law 85- 864	nd
6	50	National Defense Education Act- Titles III- V	1958-1964
7	51	National Education Association	1959-1964
7	52	National Foundation on the Arts & Humanities	1966
7	53	National Science Foundation (NSF)- Chemistry Summer Institute Proposal	1960
7	54	NSF- Equipment Grant	1964-1966
7	55	NSF-General	1965-1966
7	56	NSF- Institutional Grants	1961-1964, nd
7	57	NSF- Instructional Equipment Matching Grant- Psychology	1966
7	58	Newcomer Society in North America	1963-1964
7	59	Norelco	1963-1964, nd
8	60	Oak Ridge Study	1960
8	61	Ohio State University (Columbus, Ohio)	1964, nd
8	62	Palmer College (Charleston, S.C.)	1967
8	63	Peace Corps	1961-1962
8	64	“Political & Economic Thought” (Prospective Course)	1963
8	65	Queens College (Charlotte, N.C.)	1962-1964, nd
8	66	Rock Hill Young Men’s Christian Association	1962-1963
8	67	South Carolina Academy of Science	1962
8	68	S.C. Association for Retarded Children	1966
8	69	S.C. Commission on the Status of Women Committee on Education	1966
8	70	S.C. Education Association	1965
8	71	S.C. Psychological Association	1960-1967, nd
9	72-73	S.C. State College Committee	1964-1967
10	74	S.C. Teacher Education Advisory Council	1961-1964, nd
10	75	Southern Association of Colleges & Schools- Annual Meeting (SACS)	1965-1966, nd
10	76	S.A.C.S.- Atlanta, Georgia Meeting	1963-1966, nd
11	77	S.A.C.S.-Commission on Colleges	1966, nd
11	78	S.A.C.S.-Committee Chairman	1965-1966, nd
11	79	S.A.C.S.-Dallas, Texas Meeting	1967
11	80	S.A.C.S.-Elementary Education	1962-1966, nd
11	81	S.A.C.S.-General	1963-1968, nd
12	82	S.A.C.S.-Louisville, Kentucky Meeting	1964

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of
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Record Group no: W404
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Series no: 2

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
12	83	S.A.C.S.-Memphis, Tennessee Meeting	1963, nd
12	84	S.A.C.S.-Miami, Florida Meeting	1965-1966, nd
12	85	S.A.C.S.-Saint Edwards University	1965-1966, nd
13	86	S.A.C.S.-Special Committees	1965-1966
13	87	S.A.C.S.-Western Carolina College	1963
13	88	S.A.C.S.-Southern Regional Education Board	1965-1967, nd
13	89	Sperry & Hutchinson- Lectureship Program	1962-1968
13	90	Theodore, Nick A.- Chairman of the House Education & Public Works Committee	1976-1978
13	91	Tulane University (New Orleans, Louisiana)	1965, nd
13	92	United States Department of Health, Education and Welfare	1959-1965
13	93	U.S. Office of Education Survey	1965
13	94	University of Florida (Gainesville, Florida)	1954-1966, nd
14	95	University of Georgia (Athens, Georgia)	1964-1966, nd
14	96	University of Indiana (Bloomington, Indiana)	1964, nd
14	97	University of Kentucky (Lexington, Kentucky)	1964-1965, nd
14	98	University of North Carolina (Chapel Hill, N.C.)	1960-1966
14	99	University of Oklahoma (Norman, Oklahoma)	1965-1966, nd
14	100	University of South Carolina (Columbia, S.C.)	1961-1967
15	101	University of Tennessee (Knoxville, Tennessee)	1962-1968, nd
15	102	University of Texas (Austin, Texas)	1965, nd
15	103	University of Virginia (Charlottesville, Virginia)	1961-1966
15	103A	Williams, Dr. J.K., Dean of Clemson College	1961-1965
15	104	Winthrop College- Academic Costume Code	1960-1967
15	105	WC- "Academic Recognition Day" Lecture Series	1964-1966, nd
15	106	WC- Administrative Council	1959-1968, nd
16	107	WC- Administrative Officers, Roles of	1966, nd
16	108	WC- Admissions Committee	1961-1965
16	109	WC- Advanced Placement	1963-1966
16	110	WC- Alpha Lambda Delta	1966
16	111	WC- Alumnae (general)	1960-1967, nd
16	112	WC- Alumnae, Greenville Chapter	1965
16	113	WC- Asian Area Correspondence- Schools and Hotel Accommodations	1964-1967, nd
17	114	WC- Asian Area Library Committee	1963-1965
17	115	WC- Asian Studies Co-operative with other colleges	1958-1966, nd
17	115A	WC- Bachelor of Arts- Master of Arts Program	1964, nd
17	116	WC- Beta Club	1962
17	117	WC- Biology Department	1960-1967
17	118	WC- Black Applicants	1961
17	119	WC- Board of Publications	1962-1966
17-18	120-121	WC- Board of Trustees	1960-1969, nd
18	122	WC- Book and Key	1959-1963, nd
18	123	WC- Budget- Dean of the College	1961
18	124	WC- Budget- Departmental	1963
18	125	WC- Budget- General	1958-1965, nd
19	126	WC- Budget- Justification	1963-1968, nd

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of
Sub-Group: Academic Dean
Series: Subject File

Record Group no: W404
Sub-group no: 1A
Series no: 2

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
19	127-128	WC- Budget- Preparation	1960-1966, nd
20	129-130	WC- Budget- Proposed	1960-1967, nd
21	131	WC- Budget- Summer School	1967
21	132	WC- Building, Grounds, Maintenance Committee	1965-1967, nd
21	133-134	WC- Business Administration and Economics	1965-1967, nd
21	135	WC- Calendar- proposed "The Year-Round Academic Calendar" (Stickler, W. Hugh)	1962-1966, nd
21	136	WC- Chemistry and Physics Department	1960-1966
22	137	WC- Chinese Scholarship	1963
22	138	WC- Class Attendance Report	1965-1966, nd
22	139	WC- College Credit for Special Activities, Survey of	1961
22	140	WC- College Day Committee	1958- 1964, nd
23	141	WC- College Day (School Visit)	1959-1966, nd
23	142	WC- Commencement	1964-1967, nd
23	143	WC- Committee on Child Development Clinic	1967
23	144	WC- Committees to submit proposal for blocking courses for secondary school majors	1963
23	145	WC- Committees to President, Recommendations for	1966
23	146	WC- Correspondence Courses	1959-1960
24	147	WC- Correspondence with Students concerning their grades and courses loads	1963
24	148-149	WC- Council of Presidents and Deans	1962-1968, nd
25	150	WC- Course load Restrictions for failing students	1968-1969
25	151	WC- Current Catalog Revisions	1968-1969, nd
25	152	WC- Curriculum Committee	1958-1959, nd
25	153	WC- "Curriculum for Pre-School Children" (outline)	1959
25	154	WC- Davis, President Charles S.	1959-1967, nd
26	155	WC- Dean's List	1966
26	156	WC- Debate Club	1959-1960
26	157	WC- Department Chairmen	1959-1966, nd
26	158	WC- Description of	1962
26	159	WC- Distinguished Professor	1961-1965
26	160	WC- Distinguished Students	1959-1965, nd
27	161	WC- Doctorates in Winthrop Alumnae	1961
27	162	WC- Drama Committee	1965
27	163	WC- Economic Impact of Winthrop College on York County (Kerley and Cooper)	1965
27	164	WC- Editors Conference	1960-1965
27	165	WC- Education	1965, nd
27	166	WC- Education Cooperative with Rock Hill concerning elementary school	1964, nd
27	167	WC- Education Department Reorganization	1966-1967, nd
27	168	WC- Education- Early Childhood	1966
27	169	WC- The Education of Women	1958-1960, nd
28	170	WC- Educational Directory- New Appointments, Faculty Resignations, Retirements and Deaths	1960
28	171	WC- Educational Research	1960-1967, nd
29	172	WC- Educational Television (ETV)	1961- 1965, nd
29	173	WC- English Department	1964-1966, nd
29	174	WC- English History- 1603 to Present	nd

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of
Sub-Group: Academic Dean
Series: Subject File

Record Group no: W404
Sub-group no: 1A
Series no: 2

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
29	175	WC- Enrollment Projections	1965-1966, nd
30	176	WC- Evening College	1963-1966
30	177	WC- Faculty- Advisory Committee on Promotions and Tenure	1960-1965
30	178	WC Faculty- Annual Ratings: Administrative and Nonteaching Personnel	1963-1966, nd
30	179	WC Faculty Banquet	1963-1966, nd
30	180	WC Faculty- Chairman's Ratings	1967, nd
30	181	WC Faculty- Committee on Promotion and Tenure	1964, nd
20	182	WC Faculty- Evaluation of Probationary Faculty Members Other than New Members	1965-1966
31	183	WC Faculty- First Semester Evaluation of New Faculty Members	1965-1966
31	184	WC Faculty- General Information	1959-1967, nd
31	185	WC Faculty- International Relations Committee	1963-1964
32	186	WC Faculty- Justifications for New Positions	1961-1966, nd
32	187	WC Faculty- Load Study	1966
32	188	WC Faculty Manual	nd
32	189	WC Faculty Members: Retirement and Probation	1960, nd
32	190	WC Faculty- New Members	1959-1967, nd
32	191	WC Faculty- New Positions	1965-1967, nd
32	192	WC Faculty- Off Campus Supervising Teachers	1960-1964
32	193	WC- Faculty- Positions open in Art	1964-1965, nd
33	194	WC Faculty- Positions open in English	1967
33	195	WC Faculty- Positions open in Home Economics	1965-1967
33	196	WC Faculty- Promotions and Tenure Recommendations	1960-1967, nd
33	197	WC Faculty Ratings	1962-1967, nd
33	198	WC Faculty- Reappointment of New Members	1964
34	199	WC Faculty- Reference Requests	1962-1966
34	200	WC Faculty- Salaries	1952-1968, nd
34	201	WC Faculty - Staff Academic Projections	1965-1967
34	202	WC Faculty- Statement of College Teaching Experience Prior to Coming to Winthrop	1965, nd
34-35	203-204	WC Faculty- Summer Session Appointments	1960-1967, nd
35	205	WC Faculty- Summer Session Contracts and Teaching Assignments	1960-1962
36	206	WC Faculty- Travel Policy Study	1964
36	207	WC Faculty- Various Faculty Recruitment- Correspondence	1964-1965, nd
36	208	WC- Five Day Work Week Study	1966- 1967, nd
36	209	WC- Foreign Students	1960- 1965, nd
36	210	WC- Forum on the Adult Woman	1962
36	211	WC- For Your Information (FYI)	1964-1966
36	212	SC- Founder's Day Program	1960-1967, nd
37	213	WC- Freshmen Convocation	1965
37	214	WC- Freshmen Test Scores	1961
37	215	WC- Fulbright Committee	1960-1966, nd
37	216	WC- Future Homemakers Association	1959-1965
37-38	217-218	WC- General Correspondence (Incoming)	1960-1968, nd
38	219-220	WC- General Correspondence (Outgoing)	1958-1968, nd
39	221	WC- Geography and Geology Department	1962
39	222	WC- Gibson, Miss Iva (Dean of Students)	1962-1965, nd

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of
Sub-Group: Academic Dean
Series: Subject File

Record Group no: W404
Sub-group no: 1A
Series no: 2

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
39	223	WC- Golf Course	1963
39	224	WC- Governor's Committee on Nursing in S.C.	1964, nd
39	225	WC- Governor's Conference on Business, Industry, Education & Agriculture	1962-1966, nd
39-40	226-232	WC- Grade Point Average for 000 to 600 Level Courses by College Board Scores	1967
40	233	WC- GPA Percentage Distribution of all Grades in 100-500 level courses by College Board Scores for entire College	1967
41	234	WC- Guidance and Placement, O.B. Powell, Director	1960-1966, nd
41	235	WC- High School Social Studies, New Prospectives in	1964
41	236	WC- History Department (General)	1965-1967
41	237	WC- Home Economics- Clemson and Winthrop Research Council- Budget, etc.	1963-1964, nd
41	238	WC- Home Economics- Clemson and Winthrop Research Council- Budget, etc.	1963-1964, nd
42	239	WC- Home Economics- Clemson and Winthrop Research Overhead	1960-1961
42	240	WC- Home Economics Contract Plan	1962
42	241	WC- Home Economics Department, Nursery School	1960-1966
42	242	WC- Home Economics Department Summary- Conference with Dean Harris	1955-1959, nd
42	243	WC- Home Economics- Graduate Program in Nutrition, Cooperative w/Clemson	1961-1962, nd
42	244	WC- Home Economics- Regional Research Project	1961-1962
42	245	WC- Home Economics Report(Harris, Jessie W.)	1959, nd
42	246	WC- Home Economics Research #554 (Gover, David A. & Powell, Kathryn S.)	1960-1963
42	247	WC- Home Economics Research #555 (London, Roberta & Powell, Kathryn)	1960-1962
43	248	WC- Home Economics, School of (General)	1958-1963, nd
43	249	WC- Home Management House	1961-1962
43	250	WC- Honors, College Proposal	1966-1967
43	251	WC- Honors Convocation	1964-1966
43	252	WC- Honors Council	1963-1966, nd
43	253	WC- Honorary Degree Study	1966
44	254	WC- Human Development Clinic- Proposal	1967
44	255	WC- Improvement, Renovation and Repair Projects	1960-1963, nd
44	256	WC- Infirmary- Dr. Albertson	1959-1963, nd
44	257	WC- Institutional Research Committee	1964-1965, nd
44	258	WC- International Relations Council	1965
44	259	WC- Johnsonian	1962, nd
44	260	WC- Journalism Department, Role of	1960
44	261	WC- Kindergarden	1965-1966
44	262	WC- Languages	1964-1968, nd
44	263	WC- Latin Forum & Junior Classical League	1962-1964
44	264	WC- Lecture Series	1964-1967, nd
45	265	WC- Library Science	1965-1967, nd
45	266	WC- Mathematics	1965
45	267	WC- Midterm letter to parents	1962
45	268	WC- Model United Nations	1965-1966, nd
45	269	WC- Money Management Habits & Interests of Adolescents in S.C. Powell, K. & Gover, D.)	1960, nd (
45	270	WC- Music, School of	1959-1964
45	271	WC- National Science Foundation- <i>A Study of temperature adaptation and glucose Metabolism in the goldfish</i> (Freeman, John A.)	1961

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of
Sub-Group: Academic Dean
Series: Subject File

Record Group no: W404
Sub-group no: 1A
Series no: 2

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
45	272	WC- "News" concerning Alumnae	1959-1963
45	273	WC- Nurse's Training (Two-Year Program)	1959-1965, nd
46	274	WC- Office Space	1961
46	275	WC- Phi Kappa Phi (Kappa Epsilon Pi Chapter)	1952-1968, nd
46	276	WC- Philosophy Department	1965, nd
46	277	WC- Physical Education Department	1960, nd
46	278	WC- Physical Education, Exemptions in	1965
46	279	WC- Prayers	nd
46	280	WC- Pritchard, Donald (Correspondence)	1968
46	281	WC- Prospective Students	1959-1966
46	282	WC- Psi Chi (National Honorary Society in Psychology)	1963-1964, nd
46	283	WC- Psychology Department (General)	1963-1965
46	284	WC- Psychology Department- State Department of Education	1960-1963
47	287	WC- Schendal- Winthrop & Clemson Research	1963-1966
47	288	WC- Scholarships, Part-time Student Employment and Loans, Materials & Procedures for	1959-1963
47	289	WC- Science Building, Plans for	1960-1961, nd
47	290	WC- Senior Order	1963, nd
47	291	WC- Sick Leave	1959- 1965, nd
47	292	WC- Sigma Delta Pi (National Honorary Spanish Society)	1962
47	293	WC- Society for Research in Child Development	1967
47	294	WC- Southern Regional Conference: Report of the Mathematics Group	nd
47	295	WC- Southern Region Experiment Station	1956-1959, nd
47	296	WC- special Education	1959-1962
48	297	WC- Streaking	1973- 1974, nd
48	298	WC- Student Evaluation of Faculty (FSU Form)	nd
48	299	WC- Student Health Committee	1962-1964
48	300	WC- Students Teaching	1962- 1965, nd
48	301	WC- Students, Academic Recommendations to	1964-1966, nd
48	302	WC- Students- Various Records concerning graduates, full-time undergraduates, placement, etc.	1965-1967
49	303	WC- "Study Abroad"	1960-1962
49	304	WC- Study of Classroom Utilization	1965
49	305	WC- Summer Camp for the Academically Talented (SCAT)	1965
49	306	WC- Summer School- General	1961-1964, nd
49	307	WC- Summer School- Reaction to	1966
49	308	WC- Summer School- Use of: Home Management House and Cottage	1965
49	309	WC_ Symposium on Humanities	1965, nd
49	310	WC- The Teacher Education Program, Proposals for	1960
49	311	WC- Training School, Advanced Placement	1960-1961
49	312	WC- Training School Advisory Committee	1959-1962, nd
50	313	WC- Training School Changes and Education Dept	1960-1964, nd
50	314	WC- Training School (General)	1958- 1965, nd
51	315	WC- Training School Self- Study	1960-1961, nd
51	316	WC- Training School- Southern Association	1963
51	317	WC- Travel- General Correspondence	1963-1968, nd

Winthrop University Archives
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of
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Sub-group no: 1A
Series no: 2

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
51	318	WC- Who's Who Committee	1960-1964
51	319	WC- Winthrop Christian Association (W.C.A.)	1949- 1968
51	320	WC- Winthrop Fine Arts Association	1961-1963, nd
51	321	WC- Winthrop Recreation Association	1959-1962
51	322	WC- Winthrop Theatre	1962- 1964, nd
51	323	WC- Woodrow Wilson Fellowship	1962-1966
51	324	WC- Women Holding Earned Doctorates	1962
51	325	York County Association for Mentally Retarded Children	1952
51	326	York General Hospital (School of Laboratory Technology)	1963