

Winthrop University Archives  
Preliminary Descriptive Inventory

Unit: Vice President for Academic Affairs, Office of  
Sub-Group: Academic Affairs, Office of  
Series: General Administrative Records

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

Description of series and its contents: **Mainly memoranda and correspondence, but also included are minutes, policy statements, news releases, financial records, brochures, and other records relating to the work of Winthrop College committees, the development of the College's academic programs and policies, and the implementation of specific projects and studies. The Vice- President for Academic Affairs was generally responsible for the academic programs of the College. He had general supervision of the undergraduate and graduate curriculum, teaching and faculty recruitment. He served as chairman of the Academic Council and as an ex-officio member of the Graduate Council. He had administrative supervision of the Academic Deans, the Honor Program, the Library, the Registrar's Office, and the Office of Guidance, Placement and Testing. The office ceased to exist in 1975. The records are arranged alphabetically by subject and, thereunder, they are in chronological order.**

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1-3	1-14	Academic Council	1964-1974, nd
3	15	Academic Dean's Annual Report	1973-1974, nd
3	16	Academic Reorganization	1966, nd
3-4	17-22	Ad Hoc Committee on Off- Campus Graduate Education for Teachers	1972- 1974, nd
4	23	Ad Hoc Think Task Committee	1974- 1975
4	24	Administrative Retreat	1973
4	25	Advising Information	1973-1974, 1969
4	26	Advising Committee to the Anthology	1967-1973
4	27	Advisory Board of Winthrop Fine Arts Association	1960-1973, nd
5	28	Advisory Committee to Winthrop Training School	1957- 1962, nd
5	29	Advisory Subcommittee of Academic Council on Educational T.V.	1964
5	30	Annual Reports (Proposed Outlines)	1974, nd
5	31	Area Study Programs in International Education	1970- 1971
5	32-34	Asian Area Studies Program	1958, 1962-1974, nd
5	35	Attendance Policy Committee	1953-1973, nd
6	36	Bicentennial Committee	1975
6	37-38	Board of Visitors	1974-1977, nd
6	39-42	Business, School of	1970-1975, nd
7	43	Campus Ethics Committee	1974- 1976, nd
7	44	Campus Weekly Movie Selection Committee	1963- 1965, nd
7	45	Caribbean Study Project	1967-1968, nd
7	46	Catalog Committee	1959, 1962, 1968-1971, nd
7	47	Catalog Revisions	1970-1974, 1969
7	48	"Change in Liberal Education"	1974
7	49-50	Civil Air Patrol	1966-1968, nd
7	51	Class Size Study	1967
7	52	College Council	1970
7	53	College Foundation	1974-1975
7	54	Commencement Seating Committee	1971-1972
7	55	Committee on Curriculum Structure	1971-1972
7	56	Committee on Drug Abuse Program	1973-1974
8	57	Committee on Innovative Teaching	1971-1972

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8	58-59	Committee on Scholarships, Student Employment and Loans	1959-1962
8	60	Committee on Selection of Paperbacks for the Winthrop College Store	1969-1971
8	61	Committee to Advise the Vice President for Academic Affairs on Student Study Abroad	1974-1975
8	62	Committee to Develop an Instrument to Evaluate Teaching Performance at Winthrop College	1970-1971
8	63	Committee to Plan Pilot Program for May	1973-1975
8	64	Committee to Study and Recommend Policy re Use of College Recreational/ Academic Facilities by Faculty/ Staff, Children of Faculty/ Staff, and Children of Students.	1967-1970
8	65	Committee to Study Logistical Problems of Freshmen with SAT Scores Less Than 700	1974-1976
8	66	Conduct Policy	1962-1968
9	67	Dacus Library (HEW Grant)	1966-1967, 1970, nd
9	68	Dean's Executive Committee	1970-1973
9	69	English and Drama Search Committee	1975
9	70	English 101-102 Committee	1967-1968
9	71	Faculty Ad Hoc Committee	1971
9	72	Faculty Senate Proposal	1971
9	73-76	Faculty/ Student Health Committee	1962, 1966-1975, nd
10	77	Final Exam Policy	1968- 1969
10	78	French- U.S. Exchange Program	1973-1974
10	79	Golf Course Committee	1965
10	80	Governor's Advisory Committee on Human Relations	1971
10	81	Grading Practices	1963-1972
10-12	82-94	Graduate Council	1959- 1975, nd
13	95	History 101- 102 Committee	1967
13	96- 97	Honors Council Minutes	1960-1967
13	98	"In Canada"	1968-1975, nd
13	99	"In Germany"	1966, 1970-1971, nd
13	100-101	"In Mexico"	1961- 1965
13	102	"In Paris"	1966- 1968, 1973-1974, nd
14	103	Interfaith Council, Advisory Board	1966-1974, nd
14	104	Interior Decoration Committee	1962, 1967
14	105	Investment Committee	1961-1971, nd
14	106	Involvement of Winthrop's Area Study Programs Programs in International Education	1971
14	107-108	Japanese Exchange Program	1972-1975
14	109	Junior Board of Visitors	1975-1976, nd
14	110	Keio University Scholarship	1972- 1975
15	111-112	Latin American Area Studies	1961- 1974, nd
15	113-114	Lecture Committee	1945, 1950- 1971, nd
15	115	Library Science Study	1970
15	116	Madrid, University of	nd
15	117	Marshall Committee	1963-1973

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15	118	Memorabilia Room Committee	1967, 1974
15-17	119- 132	Model Cities/ Family Education/ Day Care	1970- 1976, nd
17	133	Off- Campus Group Meeting on Campus	1969- 1973
17	134	Pass/ Fail Grading Concept	1968, nd
17	135	Planning & Grants Assistance Division, Office of the Governor	1967
17	136	Policy and Editorial Committee for <i>The Alumnae Magazine</i>	1963-1966
17	137	Policy Committee on Archival Materials	1967- 1968
17	138	Pre-School Education Program	1967
17	139	Pre- School Program Emergency Committee	1969
17	140	Project: Multi- County Program for Sensory(Deficient) Preschool Children	1975
17	141	Purpose Committee	1975
18	142	Recreation Association, Advisory Board	1960-1972, nd
18	143-144	Recruitment Committee	1966-1972, nd
18	145	Residency Requirements	1971- 1974
18	146	Scholarly Journal	1973-1975
18	147	School Law Newsletter	1973-1975
18	148	Sears Roebuck Grant	1962, 1964
18-19	149-152	Self-Study Committee	1967-1973, nd
19	153-155	Senate Academic Affairs Committee	1968-1975, nd
19	156-157	Senate Bills	1973-1974, nd
20	158-159	South Carolina Association of Colleges	1960-1973, nd
20	160- 161	South Carolina Education Association	1968-1975
20	162	Southern Student Organizing Committee	1969, nd
20-21	163-170	Space Committee	1959- 1975, nd
21	171	Special Freshman Program	1970, nd
21	172	Special Recognitions Committee	1964
21	173	Special Scholarship Committee	1973-1974
22	174-175	Special Task Force Committee on College Statues	1973- 1975, nd
22	176	Steering Committee for Job Reference Groups	1974
22	177-179	Student Activities Fee Committee	1944-1971
22	180	Student Discipline Committee	1970, 1976
23	181-184	Summer Camp for the Academically Talented (SCAT)	1960-1973, nd
23	185	Summer School	1967, 1974-1975
23	186	Supers Club (Superintendent's Club)	1973- 1975, nd
24	187	Task Force Committee on Madison College	1974
24	188	Task Force Committee on College Statues	1973-1974
24	189	Task Force: UNC- Greensboro	nd
24	190-191	Task Force: Unit of Control (Teacher Education)	1974-1975, nd
24	192-193	Teacher Corps Program	1975-1976
24	194-195	Teacher Education Council	1964-1975, nd
25	196-197	Ten Year Academic Program	1970, nd
25	198	Textbooks	1963, 1968- 1975
25	199	Town and Gown	1971-1974, nd
25	200	Transfer Credit: State Colleges	1972-1973, nd
25	201	Travel Policy	1971- 1974, nd

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25	202	Tri-Centennial Committee	1969- 1970
25	203	Vice President for Student Affairs: Search Committee	1974-1975