

5/1/6  
Student Affairs  
Vice President  
Subject File, 1954-2020

Box 1:

Academic advisement, 1971-1974

Correspondence, Course programs, memos, Instructions for Scheduling

Accounting Manual- State College Student Activities Funds, 1965

Manual includes a fund structure, chart of accounts, account/fund reporting system, and system of internal control

APSCUF (Association of Pennsylvania State College and University Faculties), 1972-1974

Correspondence on APSCUF meeting, Reports, Memos

Affirmative Action (Folder 1), 1969-1973

List, Reports, Journal Articles, Guidelines of publication, a Plan for Desegregation

Affirmative Action (Folder 2), 1970-1973

Memos, Statistics, Reports, Remarks, Journal Articles, Resume, Recommendations

Affirmative Action (folder 3), 1973-1974

Memos, Memorandums, Letters, Documents, Response to Recommendations, Journal Articles, Recommendations, Commission Report

Athletic Controversy (Wilder Report), 1971-1972

Several coaches resign following clashes in

Award Ceremonies, 1969-1977

Letters, Planning, Lists

Bicentennial Committee, 1975-1976

Memorandums, Plans, Newspaper clippings, Notes, Messaging for plans, Lists, Flag designs papers, Idea book, Finances, Bicentennial Display book

Black Experience, 1971-1972

Lists, Memos, Scheduling for event, Memorandums, Newspaper Clipping, Program brochure, Program for Colloquium

Center for Leadership and Engagement, 2014-2020

Pamphlet for Awards banquet (order of events, menu, list of students getting recognized); Pamphlet retaining information about center for leadership and engagement

College/University Store, 1974-79, 1992, 2003

Financial statements, list of items and prices, income/budget

Community Activities, 1968-2000

Concert ticket sales, financial statements, correspondence, budget, employer and salary policies

CGA Internship, 1974-1975

Memorandums, Planning, Drafts, Lists, Internship Description, CGA Internship Schedule

Counseling Center, 1976-1997

Seminar group for culture week, letters inviting faculty to events, and invitation to fill out research surveys

Desegregation, 1969-1972

Magazine Article, Resolutions, Enrollment Figures, Suggestions, Memorandums, Final aid report, Grants, Lists, Public Instruction, Statistics, Planning, Conference Report, Progress Report, Notes, A proposal for a New Position

Disadvantaged Program, 1969-1971

Planning, Publication instructions, Lists, Letters, Memorandums, meeting summary, Plans, Conference Report, Conference Schedule, Directions to Conference, Map of Lock Haven State college campus, Participants list for PDE conference, Notes

Drug, Alcohol, and Wellness Network (DAWN), 1993-2009

Correspondence, letters inviting students to fill out surveys, DAWN infosheet, timeline of DAWN, and world AIDS day ribbon

Educational Opportunity Program, 1971-1975

Meeting Reports, Memorandums, two-year report on the History and Philosophy of the educational opportunity program

Educational Opportunity Program (E.O.P) Candidates, 1970-1972

Memorandums, Notes, Sample memo, Education Incentive Program Letter, Letter for Scheduling, lists, Letters

E.O.P (Educational Opportunities Program), 1971

Lists, Grade Surveys, Notes

E.O.P (Search and Screen Committee), 1972-1973

Lists, Program Summary, Appointments for Dr. Frank G. Muchenje, Appointments Mr. John Jones, Memorandums, Notes, Draft of Evaluations, Orders, Job Descriptions

Extra-Curricular Groups, 1954-1957

Outlines of Responsibilities

Facility Plan, 1984-1986

Dormitory reserve and five-year facility plan, new policy for dormitory reserve, correspondence, renovations/upkeep regarding dormitories

Faculty Grievances, 1970-1972

Memorandums, Reports, Committee meeting summary, Letters, Transcripts from meetings, Meeting notices, Report on Special Meeting, Transcripts of Meetings

Food Service Contracts, 1991

Includes request for proposal, instructions/material to be submitted, proposal presentation, contract period, contractor's general duties/insurance, facilities/equipment, personnel, inventories, sanitation, service, payments/purchasers to contractors, food standards, and menu pattern

Greek Life, 1991-1997

Greek system management consultation final report, report and recommendations of the Greek life task force, rush form, and letter to Greek alumni

Housing - Off Campus, 1972-1980

Correspondence regarding housing problems, infosheets for off-campus housing, and off-campus housing directory

Housing - Student Housing Study, 1985

Includes summary of study, annotated bibliography, surveys, community issues/possible solutions, long-range housing plans, and enrollment projections

Hunsinger Speech, 1967

Essay by the Dean of Men, Elton Hunsinger, about the importance of youth and college

International Education, 1990-1993

Administrative model for international education, fliers/brochures, and study done on international education

Job Descriptions, 1976

Organizational Structure Manual Revisions, Job Descriptions, Hierarchy sheets, Notes

Joint Statement on Rights, Freedoms, and Responsibilities of Students, 1969

Goes over the rights students have (what they can and cannot do) and how they in return have certain responsibilities

Kehr Union – Financial Statements, 1978-1979

Statement lists assets and liabilities, revenues and expenses, for 1978 and 1979

Kehr Union - Governing Board Minutes, 1992-1993

Discuss among other topics elections, constitution, Kehr Union renovations and construction update, and smoking policy

Kehr Union - Grand Opening Banquet, 1974

Facts and figures, schedule for banquet, and invitation to banquet

Kehr Union - Reports and Building Plans, 1972-2016

Memos, Questionnaire about clearer building directions, Survey results, Evaluation report, Kehr Union Renovations and Expansion documents, Meeting recap, Kehr Union floor maps, Kehr Union Renovation and Expansion Proposal

Lycoming Hall Dedication, 1976

Dedication of the community mental health center, memos, draft of Lycoming hall dedication, sample letter, and guest list

Memos - General, 1966-1975

Essay, Instructions, Memorandums, Map of Bloomsburg State College (BSC), A statement of policy, Meeting Summary, Policy on Office hours, Evaluation on Administration Positions, Letters, Reports, Application procedures for Baccalaureate Program Proposals

Multicultural Affairs, 1992-1995

Special progress report on affirmative action (activities, initiatives, and information) and exhibits relating to ethnic images in toys, games, and advertisements

Negotiation Planning Committee, 1971

Information Survey for Contract Negotiations, Items of Possible Faculty interest list, Letters, Reports, Newsletters, Legislative alert Bulletin, Fact Sheet, Lists, Meeting Notice

QUEST, 1993-1994

BU students' piece on Headwaters of Amazon featured in the "AmericanWay", report done on QUEST, correspondence with boy scouts, and advisory board meeting

Residence Life Report, 1979

Includes introduction, history of student personnel in higher education, professional in the residence hall, review of PA state college system, survey results, conclusion, and appendix

Residence Life - Student Move-In, 2001

Campus guide and flyers/packets (maps, directions, important dates, parking)

SOLVE, 1993-2002

Correspondence/letters

Student Activities - Memos, 1972-1980, 1988-2019

Memos regarding Awards convocation, college picnic, siblings' weekend, pledge card for senior class gift and Student-athlete commencement

Student Activities - Reports, 1972-1980

Two reports done on assessment and planning on student activities

Student Affairs Committee, 1972-1973

Memorandums, Status Report, Policy Statement

Student Affairs Report, 1979

Summary of responses to interview questions, assessment of student development, recommendations for Bloomsburg state college, and appendices

Student Affairs (Senate), 1971-1972

Task force document, Subcommittee structure document, Lists, Memorandums, Housing Survey, Housing Department Survey, Working Paper on Student Residence at BSC

Student Bank, 1972-1987

Memorandum, proposal, branch facility agreement, and correspondence

Student Development Program, 1978-1979

Packet and brochures

Student Employee Luncheons, 2012-2013

Luncheon program and student employee of the year packet

Student Life Directors, 1971-1975

Lists, Meeting records, Memorandums, Meeting Agenda

Student Life Directors - Minutes, 1993-1996

Meetings talked mostly about social events, programs, and funding/budget

Student Life Position Paper, 1970

Rough draft of paper requesting for improvement of individualization of education

Student Personal Newsletter, 1970-1972

Student state College and University Student Personal Directory Information, Newsletters, Letters, Lists, Program Schedule, Notes, Slippery Rock Dorm Regulations Memorandums, Student News, Letters with Other Colleges, Letter with the Department of Education, Student Personal Newsletters, Mailing Lists,

Virginia State College, 1971-1973

Guide to Student Personal Areas of Virginia State College (VSC), Virginia State Expenses, BSC and VSC cooperative program rough draft worksheet, BSC Title III file, VSC School lists, Book on Black Composers of the twentieth Century, Memorandums, Tentative Calendar for Visit of Virginia State College Delegation, Historical Sketch of VSC (taken from Handbook 1972-73), BSC Institution Narrative from Grant Proposal

Visitation Policy, 1971-1974

Letter to parents, correspondence, regulations regarding women students at BSC, Columbia Hall visitation regulations, and proposed policy