



Special Collections and University Archives

**Record Group 40
Vice President for Student Affairs**

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**Vice President for Student Affairs; Record Group 40
Indiana University of Pennsylvania; Special Collections and University Archives
19 boxes; 19 linear feet**

Scope and Content Note

This collection contains office files, reports, and correspondence of the Office of the Vice President for Student Affairs.

Provenance

Unknown.

Restrictions

No restrictions.

Processed

This collection was processed in 2008. Summer 2009; finding aid updated.

Contents List

Series A: Office of Career Services

Box 1

1. Career Services: Brochures and Memos
2. Jobs: A Publication of the Office of Career Services
3. Career Opportunities Directories, 1980-1982
4. Office of Career Services Newsletters, February 1979-
5. Student Employment Center Newsletters, February 2002 -
6. Office of Career Services Annual Reports, 1966-

Series A: Office of Career Services

Box 2

1. Tau Kappa Epsilon Fraternity - Membership Development Program Manual
2. National Panhellenic Conference, 1984
3. Lambda Chi Alpha Fraternity - Manual for the High
4. IOTA, 1991
5. Directory of Deans and Greek Advisors, 1985-1986
6. Directory of Deans and Greek Advisors, 1986-1987
7. Directory of Deans and Greek Advisors, 1987-1988
8. Directory of Deans and Greek Advisors, 1989-1990
9. Directory of Deans and Greek Advisors, 1992-1993
10. Delta Phi Epsilon - Phi Gamma Pledge Manual
11. Delta Chi Fraternity, Fall 1987
12. Delta Chi Fraternity - Brief

Series A: Office of Career Services

Box 3

1. The Cornerstone - Delta Chi Fraternity, 1987
2. Alpha Chi Omega - Pledge Manual
3. Alpha Chi Omega - The History
4. Theta Chi Fraternity - Risk Management and Standards Manual
5. The Constitution of Alpha Phi Delta
6. Professional Activities of Panhellenic Association, 1962
7. National Panhellenic Conferences, 1949
8. National Panhellenic Conferences, 1951
9. National Panhellenic Conferences, 1953
10. National Panhellenic Conferences, 1955
11. National Panhellenic Conferences, 1957
12. National Panhellenic Conferences, 1958
13. National Panhellenic Conferences, 1961
14. National Panhellenic Conferences, 1969
15. National Panhellenic Conferences, 1973
16. Professional Panhellenic Association Handbook, 1957
17. Association of College Honor Societies, 1967, 1976
18. Alpha Sigma Phi, 1945
19. Phi Sigma Epsilon Booklet
20. Alpha Sigma Phi
21. The Scroller: Kappa Alpha Psi, 1986
22. The Dokime: Alpha Phi Delta
23. "Fraternally Yours" By William S. Zerman
24. Academic Freedom and Civil Liberties of Students in Colleges and Universities, 1961
25. Jobs II Employment prospects for students in the 1970s and 1980s from Career Services Office, IUP

Series A: Office of Career Services**Box 4**

1. The Kappa Alpha Psi, Journal
2. Kappa Alpha Nu Fraternity, The Diamond Jubilee
3. The Cornerstone - Delta Upsilon Guide to College and Beyond
4. Bononia Docet - "Bologna Teachers"
5. The Lifetime Responsibility of Brotherhood, Sigma Phi Epsilon
6. Directories of Deans and Greek Advisors, 1988-1989
7. Directories of Deans and Greek Advisors, 1993-1994
8. Directories of Deans and Greek Advisors, 1991-1992
9. Directories of Deans and Greek Advisors, 1990-1991
10. Sigma Phi Epsilon Information Prepared for Terry Appolonia IUP
11. Annual Follow-up Survey of the Class of 2000
12. IUP Undergraduate Application

Series A: Office of Career Services**Box 5**

1. The White Diamond of Pi Kappa Phi Fraternity
2. Sigma Phi Epsilon's Journal
3. Perspective - Sigma Phi Epsilon 3vol
4. The Black Book - Tau Kappa Epsilon Fraternity
5. Career Services Annual Report, 1975
6. Career Services Annual Report, 1976
7. Career Services Annual Report, 1983

Series B: Admissions Office

Box 1

1. Policy on Admissions, 1949, 1952, 1960
2. Admissions Reports, 1967-1968
3. Admissions Reports, 1968-1969
4. Admissions Reports, 1969-1970
5. Admissions Annual Report, 1991-1992
6. Minutes of Admissions Committee, 1972-1973
7. Minutes of Admissions Committee, 1974-1979
8. Minutes of Admissions Committee, 1980-1984
9. General profile of students admitted to IUP, 1974 & 1990

IUP Promotional Pamphlets & Articles

10. State Normal School, 1875-1925
11. Information Booklet, Indiana State Teachers College, 1964
12. Information for Prospective Students, 1973
13. IUP Prospectus
14. IUP View book, 1985
15. IUP Academic Excellence...And Affordable, Too. (Newspaper Insert)
16. IUP: A Place for all Reasons
17. Emphasis on Excellence
18. *Time Magazine* Article, 1997
19. Promotional: Brochures, etc.
20. Portrait of a University
21. *Kiplinger's Personal Finance* Article, October 1976, September 1998
22. Barron's Report on IUP, 1969, 1982(?)
23. Portrait of a University

Series B: Admissions Office

Box 2

1. Annual Reports of Admissions Office, 1970-1979

Series B: Admissions Office

Box 3

1. Annual Reports of Admissions Office, 1980-1984

Series B: Admissions Office

Box 4a

1. Annual Reports of Admissions Office, 1984-1990
2. Strategic Marketing Presentation, 1996

Series B: Admissions Office

Box 4b

1. Fall/Spring Travel recruitment Plan, market research Analysis, 1995
2. Strategic Marketing Presentation, 1996
3. Affirmative Action Plan for Employment, Student Recruitment, Retention and Selection, 1983
4. Self Study, October 1984
5. Annual Reports, 1984/1985
6. Annual Reports, 1985/1986
7. Annual Reports, 1987/1988
8. Annual Reports, 1988/1989

Series C: Student Affairs

Box 1

1. Division of Student Affairs Annual Reports, 1971-72
2. Division of Student Affairs Annual Report, 1981-81
3. Division of Student Affairs Annual Report, 1981-82
4. Division of Student Affairs Annual Report, 1982-83
5. Division of Student Affairs Annual Report, 1982-83
6. Student Affairs Newsletter (various issues, 1975-76)
7. Student Affairs Division Objectives, 1982-83
8. Budget Request, 1983-84
9. Directory of Student Affairs Staffs of the PA State Colleges and Universities, 1981
10. African American Cultural Center - The Black Cultural Center collection includes: flyers, brochures, newsletters, pamphlets, etc. produced and distributed by the Black Cultural Center dating between 1969 and 1993.
11. Black Voice: A collection of Poems and issues of Underground, a newsletter
12. Benjamin E. Mays Monograph Series
13. Minority Affairs Resource Guide, 1991-92
14. Office of Minority Affairs Report for 1989-90
15. Perspective: The Minority Experience at IUP
16. Financial Aid: Scholarships and Loans - includes lists of scholarship recipients, 1952-1953, 1957-1961, applications for scholarships (Wahr and Distinguished Achiever), brochures, IUP Financial Aid Report, 1967-1968, etc.
17. Educational Opportunity Programs: Various documents pertaining to this program
18. Student Employment Procedures, 1983-1984
19. Health Center - Brochures and Pamphlets
20. Residence Hall Association Handbook, 1974-1975
21. Residence Hall Association minutes, 1974-1977, constitution, proposed amendments

22. Resident Women's League Constitution
23. Resident Women's League minutes, 1942-1944
24. Resident Women's League minutes, 1945-1947
25. Resident Women's League Minutes, 1948-1950
26. Residence Life misc. items: WRHA newsletter, various letters, and documents
27. Student Services: pamphlets and flyers
28. Brochures, pamphlets, and flyers for the Six o'clock series and Free University Campus Dining Brochures
29. Campus Dining Services Catering Book, 1987-1988, 1988-1989 brochure
30. Campus Dining Services Catering Guide: An Invitation to Fine Dining, 1989-1990
31. Campus Dining Services Catering Guide: Classic Fare, No Date
32. Student Conduct - Rules and regulations for IUP Judicial System, 1971 (with brochures)
33. Deans of Women and Men: Rules and Regulations of College
34. Student Development: Center for Student Development: Various documents dealing with the Academic development of students and other student focused activities and programs.
35. Student Development: Student Retention, 1977-1984
36. Student Development: Miscellaneous Reports on student needs, brochures and flyers for counseling center, brochures for student development lab

Series C: Student Affairs**Box 2 Student Life**

1. International Education at IUP, Spring 1978 (discusses topic at length)
2. IUP Facts, 1973-1974
3. Special Programs and Organizations: Schedules for orientation programs and freshmen week activities, 1952-1953, 1958, 1962 and 1966, list of campus organizations recognized by IUP, 1981-1982, flyers for past workshops, NDEA Counseling and Guidance brochure, 1966, etc.
4. Off Campus Newsletter
5. Office of Dean of Men Statement of Philosophy and Annual Report, 1971-1972
6. Dean of Men Annual Report, 1973-1974
7. Veterans Affairs Office Brochures
8. Student Strike 1970 includes leaflets and Underground an official student newspaper – protesting Kent State Deaths and Vietnam
9. Miscellaneous Brochures Undergraduate Alumni Association, Cooperative Engineering

Series C: Student Affairs**Box 3**

1. Annual plans/Reports for 1963-1986
2. SPS Graduate Programs

Series C: Student Affairs**Box 4**

1. Admissions Reports for 1960-1969

Series C: Student Affairs

Box 5a

2. New Student Information, 1983-
3. Student Opinion Survey Summary Report, Indiana campus, 1989, 1996
4. Student Opinion Survey Summary Report, Punxsutawney campus, 1989
5. Student Opinion Survey Comparison Report, 1989
6. Volunteer Handbook, 1988

Series C: Student Affairs

Box 5b

1. Student Opinion Survey Summary Report, African American students, students 23 years and older, and total sample
2. Student Opinion Survey Summary Report
3. IUP Volunteer: A Publication of the Office of Special Programs and Organizations, 1977-1983
4. Admitted Student Questionnaire Plus, Competitor Analysis, 1994
5. Admitted Student Questionnaire Plus, Highlights Report, 1994

Series D: Learning Center / Act 101

Box 1

1. Annual Reports, 1987/1988 to 1994/1995

Series D: Learning Center / Act 101

Box 2

1. Annual Reports, 1995/1996

Series D: Learning Center / Act 101

Box 3

1. Annual Reports, 1996-1997