Guide to the Advisory Council for Academic Affairs records
00.ACAA
Finding aid prepared by Courtney Dornburg

This finding aid was produced using the Archivists' Toolkit
January 31, 2012
Describing Archives: A Content Standard

Eastern Michigan University Archives
Halle Library, Room 310
Ypsilanti, Michigan, 48197
734-487-0020
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Summary Information

Repository Eastern Michigan University Archives

Creator LeTarte, Clyde

Creator Nelson, Bruce K.

Creator Robbins, Omer

Title Advisory Council for Academic Affairs records

Date [inclusive] 1961-1975

Extent 1.2 Linear feet 3 archive boxes

Language English

Abstract The Advisory Council for Academic Affairs collection is comprised primarily of inter-office correspondence, meeting minutes, and clippings to the Advisory Council for Academic Affairs and the Advisory Council for Instruction. Materials are arranged chronologically. The collection is further arranged into two series: Correspondence concerns budgetary situations, procedures for recruitment and screenings; residence hall considerations; issues regarding parking; faculty evaluations; and program revision and Meeting Minutes from the Advisory Council for Instruction and Vice President Advisory meetings. There are also clippings and Highlights of 1965-1966 Instructional Division. Materials were primarily generated by Bruce K. Nelson, Omer Robbins, Jr., and Clyde LeTarte.
| Please cite materials from the University Archives in the following manner: Item. Collection Title. Eastern Michigan University Archives. |
Administrative History Note

The Advisory Council for Academic Affairs focuses on the campus community as a single entity. Chaired by the Vice President for Instruction, this committee was comprised by distinguished faculty members including deans and the director of the library. The committee advised on many campus matters including faculty positions, evaluations, and recommendations; educational programming; student registration figures; campus beautification and cleanup; as well as enrollment analysis.

Scope and Contents note

The Advisory Council for Academic Affairs documents the Advisory Council for Academic Affairs. The records of this collection are from 1961-1975 and are comprise primarily of inter-office correspondence, meeting minutes, and clippings to the Advisory Council for Academic Affairs and the Advisory Council for Instruction. The collection is broken into four series Clippings, Correspondence, Highlights of the 1965-66 Instructional Division and Meeting Minutes.

The Correspondence series of Advisory for Academic Affairs concerns budgetary situations, procedures for recruitment and screenings; residence hall considerations; issues regarding parking; faculty evaluations; and programs revision. The Meeting Minutes series contains meeting minutes from the Advisory Council for Instruction and Vice President Advisory meeting minutes. Materials were primarily generated by Bruce K. Nelson, Omer Robbins, Jr., and Clyde LeTarte.

Administrative Information

Publication Information

Eastern Michigan University Archives

Conditions Governing Access note

Researchers are asked to request materials 24 hours prior to visiting the the University Archives.
Controlled Access Headings

Personal Name(s)

- Nelson, Bruce K.

Subject(s)

- Administration
- Eastern Michigan University
- Eastern Michigan University. Division of Academic Affairs
## Collection Inventory

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### Correspondence

#### Vice President Advisory Council 1961-1965

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#### Vice President Advisory Council 1967-1968

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#### Vice President Advisory Council 1970-1972
Meeting Minutes

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Vice President for Instruction Bruce K. Nelson 1972-1975

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id207 Highlights of 1965-1966 Instructional Division 1966-65

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Meeting Minutes

Meeting Minutes; Correspondence 1960-1978
Advisory Council for Instruction Meeting Minutes 1961-1973

Vice President Advisory Council 1973

Vice President Advisory Council 1974