

49/1/1
Galesburg Division
Dean's Office
Administrative Subject File, 1946-1949

Box 1: Annual Reports - Correspondence, 1946-50

Annual Reports, 1946-47

Budget:

- Copy, 1946-47
- Correspondence, 1946-47
- Summer Session, 1947
- Building Improvements, 1947-48
- Condensed analysis and summaries, 1947-48
- Copy, 1947-48
- Correspondence, 1947-48
- Dean's Contingent Fund, 1947-48
- Summer Session, 1948
- Appropriation Ledger, 1948-49
- Copy, 1948-49
- Correspondence, 1948-49
- Minor Building Improvements Fund, 1948-49
- Special Appropriations, 1948-49
- Correspondence, 1949-50
- Visual Aids, 1946-48

Biennial Budget, 1949-51:

- Correspondence, 1948-49
- Recommendations of Building Program Committee, 1948

Business Office:

- Correspondence, 1947-49
- Inventory Reports, 1947-49

Committees, 1946-49:

- Absenteeism, 1948
- Academic Standards, 1946-47
- Appointment Policies, 1948
- Athletic, 1947-49
- Committee on Committees, 1948-49
- Discipline, 1946-49
- Exhibit, 1948
- Fire and Safety, 1946
- Freshman Orientation Week, 1947-48
- Honors Day, 1948-49
- Lectures and Convocations, 1948-49
- Library, 1946-49
- Membership Lists, 1946-49
- Scholastic Requirements, 1946-47

- Speaker's Bureau, 1947-48
- Student Activity, 1946-47
- Student Affairs, 1946-47
- Student Guidance, 1948
- Visual Aids, 1947-49
- Conferences, 1948
- Correspondence (Student Personnel Bureau), incoming and outgoing, 1947-49

Box 2: Course Offerings - Staff, 1946-49

- Course Offerings, Renumbering, 1948
- Dean's Office - nonacademic personnel, 1947-48
- Department of Student Welfare, 1948-49

Division:

- Commerce and Business Administration, 1947-48
- Engineering Sciences, 1946-48
- Humanities, 1946-49
- Hygiene, 1948
- Mathematics, 1947-48
- Natural Sciences, 1946-48
- Physical Education, 1946-49
- Social Sciences, 1947-48
- Special Services for War Veterans, 1946-49

Faculty:

- re Graduate Work, 1948
- Information to be sent to applicants
- Lists, 1947-49
- Memoranda, 1948-49
- Negotiations not completed, 1946-49
- Placement Bureaus, 1946-48
- Requests for Appointment - No openings, 1946-49
- Food Service - Galesburg, 1948-49
- Galesburg Chamber of Commerce, 1948-49
- Galesburg Division Closing, 1949:
 - Decommissioning Budget
 - Disposal of Equipment
 - Faculty Placement outside University
 - Faculty Placement within University
 - History of Division
 - Responses of Colleges Circularized re Faculty Placement
 - Transfer of Paraplegics to University
- Galesburg Division - Future of For Physically Handicapped, 1948-49

Galesburg Division - Study List Disposal (Reports from Dean's Offices), 1947-49

Galesburg - Community Invitations, 1946-48

Galesburg - Publicity for, 1946-48

Guidance Tests, 1949

Health Department - Annual Report, 1948-49

History of Division, 1949

Home Planning Institute, 1947-49

Hospital Training Program, 1948

Housing:

 Policies and Rents, 1947-49

 Staff, 1946-47

 Students, 1946

Inter - Office Correspondence (Veteran's Benefit Office), 1946-49

Knox College, 1947-48

Library, 1946-49

Music Clinics, 1948

Non - Academic Personnel:

 General, 1946-49

 Salary and Vacation Schedules, 1947

Photographs - Varsity and Intramural Sports, 1947-49

Physical Plant, 1948-49

Publicity, 1946-49

Registrar:

 Admissions, 1946-48

 Grading System, 1947-48

 Manual for Registration Advisors, 1st and 2nd editions, 1947-48

 Report to the President, 1947

 Scholarship Requirements, 1946-48

 Timetables, 1947-48, 1948-49

Speakers, Invitations to, 1947-48

Staff - Minutes of Meetings, 1947-49

Box 3: Students - Workshops, 1946-49

Students:

 Admissions from secondary schools (1945-46), Report of Commission on, 1946

 Advisory System, 1948-49

 Attendance, 1949

 Enrollment Tables, 1946-49

 Geographical Distribution, 1946-49

 Guidance, Urbana - pre-registration advising, Agriculture, Commerce,

 Engineering, Fine and Applied Arts, Liberal Arts and Sciences, Journalism, Physical

Education, 1948-49

Handbook for Veterans, Fall and Spring semesters, 1947-48

Manual for War Veterans, 1946

Organization Finances, July 31, 1947

Personnel Bureau - Dr. Hancock, 1947-49

Regulations, 1941, 1945, 1947

Special Rehabilitation, 1947-49

Veterans Benefits and Illinois Veterans, 1946-49

Veterans and Division of Special Services Program, 1946-49

Welfare - Standard Procedures Manual, 1946

Summer Sessions, 1947 and 1948

Teacher Education, Curriculum, 1946-48

Transfers:

Correspondence, 1948

Policies regarding transfers to Urbana, 1946-49

Scholastic Average, 1948

Statistics, 1946-49

To Urbana, 1946-49

Urbana Limitations - Engineering, 1947-48

U.S. Air Force - Negotiations for possible housing of cadets, 1948

University:

Athletic Association, 1948-49

Athletic Committee, 1947-49

Board of Trustees, 1946-49

Bureau of Institutional Research - re Galesburg staff and students, 1946- 48

Committee, Nonacademic personnel advisory, 1948-49

Committee on ROTC

Extension Courses at Galesburg, 1947-48

Extension Division, 1948-49

Galesburg Division Catalogue, 1948-49

Veteran's Administration:

Case Files, 1947-49

Correspondence, General, 1947-49

Correspondence, Chicago, 1946-49

Correspondence, Peoria, 1946-49

Correspondence, Special, 1948

Paraplegia Project, 1949

Rehabilitation Cases, Correspondence, 1946-48

Workshop:

Library Workers, Summer 1948

Mathematics, 1948

Supervisory Training for Hospital Employees, 1948

