BOX 1 (1965-66)

American Association of University Professors. Minutes and resolutions.

Board of Trustees:
- General. Includes urban renewal, monetary gift, recommendation to switch LLB to JD.
- Secretary to the Board. Includes recommendations on new programs, bonds, campus expansion, Olin D. Johnston room in South Caroliniana Library.
- Drafts. Of minutes.
- Board of Women Visitors. Nominations.

Bonds. For construction.

Budget:
- 1965-66. appropriation, critical building needs, recommendations for raises.
- 1966-67. appropriation requests, proposed budget.

Building Program. Includes need for memorial hall (coliseum), funding, Russell House addition, dorms.

Commencement. Arrangements.

Committees:
- General. Committee lists.
- Admissions. Minutes, policies.
- Computer Science. Minutes.
- Discipline. Summary report.
- Distinguished Teacher Award. Selection of recipient.
- Faculty Advisory. Minutes, honor system, off-campus speakers policy.
- Honor System. Includes report on.
- Honorary Degrees. Nomination and selection, including forged letter from Billy Graham.
- Insurance and Annuity Programs. Minutes, employee benefits, reports.
- Protection of the Rights of Experimental Subjects. Establishment of.
- Research and Productive Scholarship. Procedural recommendations.
- Research Support. Project approvals.
- Scholarship and Loan. Minutes.
- Senator West. Re: studying feasibility of junior college system.
- Standardization and Change in Course Numbers. Membership, recommendations.
- Transportation Center. Minutes, purpose of Center, recommendations.
- University Press. Includes reports on Press activities.
- Urban Studies. Minutes.

Councils:
- Academic Advisory. Includes General Studies program, computer registration, WUSC possible expansion, minutes.
- Council of Presidents, Academic Deans. Includes minutes, reports on teaching loads, appropriations.

Departments & Schools:
- Aerospace Studies. Faculty, testing program.
Anthropology and Sociology. Re: duties and salary of State Archaeologist.
Athletics. Finances, coaches, salaries, scholarship.
Biology. Includes faculty activities, space needs, enrollment, courses.
Bureau of Urban and Regional Affairs. Includes proposal for educational research program, Head Start, department reorganization.
Business Administration. Faculty activities, proposed changes in organization, computer equipment.
Chemistry. Faculty activities.
Computer Science Center. Usage reports, budget, course number standardization, dropping courses.
Dean of Administration:
General. Includes campus maintenance and expansion, budget, married students, housing, traffic.
Budget Director. Financial report, budget summary.
Director of Institutional Studies and Research. Primarily enrollment reports.
Dean of Arts and Science. Includes summer institute in geography, locating climatologist on campus, proposed honors program.
Dean of Graduate School:
General. Grants, fellowships, assistantships, graduate enrollment, faculty.
Graduate Work in Charleston. Establishment of program.
Dean of Students:
General. Includes counseling bureau reports, orientation, student clubs, AWARE, outside speakers.
Director of Student Aid. List of recipients, funding, procedures.
Director of Student Union. Primarily usage reports.

BOX 2 (1965-66)
Dean of the University:
General. Includes Pharmacy supplies, budget, justifications for low enrollment classes, University reorganization.
Associate Dean of Learning Resources and Educational Services. Includes operation of libraries and University Press, University Mace, budget, ETV, visit by CHE.
Associate Dean for Research. Includes grant awards, grant policies, Civil Rights compliance, Higher Education Facilities Act requirements.
Director of Admissions and Registration. Includes registration, admissions policies, enrollment reports, transfer credits, complaint about President’s letter.
Director of Computer Science Center. Student workers, usage report.
Fulbright Advisor. USC recipients.
Director for Development. Gifts.
Education. Includes dean’s resignation, faculty matters, criteria for new dean, assessment of School’s program, enrollment, and reputation.
Educational Television. Opening and use of USC TV Center.
Engineering:
General. Includes faculty matters, equipment needs, revised curriculum, possible reorganization of College, summer school.

Chemical. Faculty matters.

Civil. County assistance program, resignation.

Mechanical. Includes grant, thermodynamics program, faculty matters, equipment.

English. Faculty matters, grant.

Fine Arts. Exhibit space, news release policy, department name change.

Foreign Languages. Faculty matters, enrollment curriculum.

General Studies:
  General. Includes faculty, enrollment, educational television, conferences, budget.

  Associate Degree Program. Proposal for, curriculum, administrative policies.

  Aiken. Art Month.

  Beaufort. Includes Title I grant, faculty, military student enrollment.

  Coastal Carolina. Includes Title I grant, faculty matters, request for exemption from polio vaccine.

  Florence. Faculty matters, grant.

  Lancaster. Federal funds, registration, computers, Awards Night.

  Salkehatchie. Open House.

  Union. Open House, grant, McKissick portrait, directorship.

Geography. Faculty activities.


International Studies. Primarily faculty matters, including Walker’s work in Asia.

Journalism. Monetary gifts, scholarships, newsletters, possible international communications program.

Law School. Faculty matters, proposed switch from LLB to JD, proposal for new school.

Libraries:
  General. Includes acquisitions, salaries, hours of operation, reports on regional campus libraries.

  McKissick. Rare Book room opening, salaries, staffing, interlibrary loan.

  South Caroliniana. Baruch silver.

Music. Conferences, faculty, McMaster security.

Nursing. Space needs, resignation, curriculum, grant.

Personnel Office. Includes maternity leave policy, holidays, benefits, figures on secretarial/clerical positions.

Pharmacy. Reports on possible consolidation of pharmacy schools in South Carolina.

Physics. Faculty matters and activities.

Political Science. Faculty matters, proposed Master of Public Administration.

President's Office:
  General. Includes monetary gifts, regional campuses, problem with WIS, athletic dorms.

  Assistant to. Dismissal of.
Psychology. Grants, internship program, faculty, budget, psychological service center.
University Press. Figures on book sales, need for new director.

Faculty & Staff:
- New Faculty. Hirings.
- Outside Employment. Requests for approval.
- Promotions. Notices of.
- Resignations. Letters of.
- Salaries. Reports on.

Faculty Meetings. Primarily minutes.

Foundations:
- Educational Foundation. Gifts, minutes, endowments.
- National Science Foundation. Award notices.

Garden Club. Re: symposium.

Invitations.

National Acceleration Project. Efforts to establish in South Carolina.

Projections for the Future. Reports re: projected development of University programs.

Requests. Inquiries re: students’ admissions and housing status.

Research. Grant awards, report on space at USC, report on expenditures.

Students. List of scholarship winners, rules for stairwell and elevator use, profile of honors students.

Summer School. Arrangements for.