

Offsite Storage

Finding Aid - RG-D: Dean's Office Records 1969-1996 (Archives/RG-D)

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Offsite Storage

Sixth Avenue Grinnell, IA,

United States

<http://atom.grinnell.edu/index.php/rg-d-deans-office-records-1969-1996>

RG-D: Dean's Office Records 1969-1996

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Summary information

Repository:	Offsite Storage
Title:	RG-D: Dean's Office Records 1969-1996
ID:	Archives/RG-D
Date:	1969 - ? (date of creation)
Physical description:	10.00 linear feet
Language:	English
Dates of creation, revision and deletion:	

Scope and content

Papers and administrative materials documenting the work of the Office of the Dean. Some materials may be confidential and not available for research.

There has been a person serving in the capacity of Dean of the Faculty/College since 1944. The exact titles changed over the years and the duties varied, but essentially these persons served similar functions. In the 1958 North Central Association report to the College, the Dean of the College was responsible for being the academic assistant to the President and the person to assume leadership in the absence of the President.

In 1968 the Dean was described as the person who cooperates with the President in the administration of the academic affairs of the College; who advises the President on academic and other matters; and who represents the President in his/her absence unless an Acting President had been appointed by the Trustees. The Dean also served as Chair of the Faculty Committee on Academic Standing, Chair of the Faculty committee on Admissions and Student Aid, and as a member of the Faculty Executive Council. (From the 1968 NCA report).

When the College was seeking a new Dean of the Faculty in 1980, the principal responsibilities of the Dean were to provide leadership in working with the President and the Faculty in areas of curriculum, faculty development, and maintenance of the quality of the academic program. (From job description located in RG-F Series 3).

Following is a list of persons in this position with their exact titles, dates, and in parentheses, the name(s) of the president(s) under whom they served.

Earl D. Strong, Dean, 1944-1951 (Stevens)

Max Fuller, Dean of the College, 1951-1954 (Stevens)

R. Homer Norton, Acting Dean of the College, 1954-1956; Dean of the College, 1956-1960 (Hawk, Bowen)

James H. Stauss, Dean of the College, 1960-1966; Provost and Dean of the College, 1966-1969 (Bowen, Leggett)

Joseph F. Wall, Dean of the college, 1969-1973 (Leggett)

Waldo S. Walker, Executive Vice President and Dean of the College, 1973-1977; Provost and Dean of the College, 1977-1980 (Leggett, Turner)

Catherine Frazer, Dean of the Faculty, 1980-1987 (Turner, Drake)

Charles L. Duke, Dean of the Faculty, 1987-1988; Vice President for Academic Affairs and Dean of the Faculty, 1988-1992; Vice President for Academic Affairs and Dean of the College, 1992-1997 (Drake, Ferguson)

James Swartz, Vice President for Academic Affairs and Dean of the College, 1998-2008 (Ferguson, Osgood)

Paula V. Smith, Vice President for Academic Affairs and Dean of the College, 2008-2013 (Osgood, Kington)

David Lopatto, Interim Dean of the College, 2013-2014 (Kington)

Michael E. Latham, Vice President for Academic Affairs and Dean of the College, 2014-2019 (Kington)

Anne F. Harris, Vice President for Academic Affairs and Dean of the College, 2019-2020 (Kington)

Elaine M. Marzluff, Interim Dean of the College, 2020- (Harris)

Notes

Title notes

Physical condition

Materials may be examined in the Special Collections & Archives reading room on the lower level of Burling Library. Many of the materials in this collection are stored in an offsite storage facility, and we ask you to place your requests to view materials at least 24 hours in advance to allow Special Collections staff to retrieve them.

Immediate source of acquisition

Staff of the Dean's office.

Arrangement

Arranged in series by Dean.

Restrictions on access

In general, materials in the Dean's Office Records collection are confidential for 40 years after the date of their creation. The archivist may determine some items non-sensitive or may obtain permission from the Dean's Office for a researcher to examine selected folders prior to the 40-year cutoff date.

Conditions governing use

All permission concerning reproduction must come from the Dean's office.

Other notes

- **Publication status:** Published
- **Description identifier:** ArchonInternalCollectionID:196

Access points

- Grinnell College
- Grinnell College -- Board of Religion (subject)
- Grinnell College -- Chalutzim (subject)
- Grinnell College -- Chaplain's Office (subject)
- Grinnell College -- Multicultural Task Force (subject)
- Grinnell College -- President's Committee for a Stronger Minority Presence (subject)
- Grinnell College -- Presidents (subject)
- Grinnell College -- Religion (subject)
- United States. Action (subject)
- Cook, Shane Bellis (Class of 1956) (subject)
- Eilert, Amy (subject)
- Eldridge, Roger Lee (subject)
- Haas, Dennis W. (subject)
- Hietala, Heather Kenvin (subject)
- Reed, Julius A. -- Correspondence (subject)
- Black Students Coordinating Committee (Grinnell College) (subject)
- Bridges (subject)
- College students -- Conduct of life (subject)
- Herrick Chapel (subject)
- Inner-City Seminar (Grinnell College) (subject)
- Iowa Band (subject)
- Multiculturalism -- Iowa -- Grinnell (subject)
- Students -- Religious life (subject)
- Students, Black (subject)
- Tutors and tutoring -- Iowa (subject)
- Volunteer workers in social service (subject)

Series descriptions

Series Archives/RG-D-1: Dean's Office Files: Joseph F. Wall

Date: 1960-1973 (date of creation)

Scope and content:

Contains minutes of committee meetings and office files related to Dean Wall's tenure as Dean.

Note:

Joseph Frazier Wall was born in Des Moines, Iowa in 1920 and graduated Phi Beta Kappa from Grinnell College in 1941. He received his M.A. at Harvard University and his Ph.D. from Columbia University, both in American history. He joined the Grinnell faculty in 1947 and served as Chair of the Faculty from 1966-1970 and as Dean of the College from 1969-1973 under President Leggett. After a few years away from Grinnell, Wall returned in 1980 as the first Rosenfield Professor and as Director of the Rosenfield Program in Public Affairs. He retired as professor emeritus of history in 1990.

Wall was a noted author; among his best-known books were Andrew Carnegie (1970); Iowa: a history (1978); and Alfred I. DuPont (1990). At the time of his death in 1995 he was writing a comprehensive history of Grinnell College as part of the College's Sesquicentennial celebration; the book was posthumously published in 1997.

Restrictions on access:

These records may contain confidential material and may not be examined by any but authorized persons until 2023. The archivist may determine some items non-sensitive or may obtain permission from the Dean's Office for a researcher to examine selected folders prior to 2023.

Publication status:

Published

File / item list

Ref code	Title	Dates	Access status	Container
Archives/RG-D-1-1	Otherlevel - Trustee Files	1960-1970	Boxes 1-2 became open for research in 2010.	1
Archives/RG-D-1-2	Otherlevel - Trustee Files and Office Files	1970-1972		2
Archives/RG-D-1-3	Otherlevel - Office Files: curriculum - memos	1969-1973		3
Archives/RG-D-1-4	Otherlevel - Office Files: Ford - Reports	1963-1972		4
Archives/RG-D-1-5	Otherlevel - North Central Association Review	1968		5

Series Archives/RG-D-2: Dean's Office Files: Waldo S. Walker

Creator: Waldo Walker

Date: 1967-1977 (date of creation)

Scope and content:

Dean Walker's papers are generally arranged in chronological order and include official correspondence, recommendations, salary and personnel issues, budget, personal and professional correspondence, letters and memoranda regarding black students on campus, papers relating to his courses on Electron ZMicroscopy and Plan Physiology, Executive Council Subcommittee on

Education Policies, curricular and departmental concerns, grade-change requests from faculty, and a few examples of his poetry.

Immediate source of acquisition:

These materials were donated to the Archives by Mr. Walker in 1984, 1995.

Restrictions on access:

Except for materials in Box 1, these records contain confidential material and may not be examined by any but authorized persons until 2032. The archivist may determine some items non-sensitive or may obtain permission from Mr. Walker for a researcher to examine selected folders prior to 2032.

Publication status:

Published

File / item list

Ref code	Title	Dates	Access status	Container
Archives/RG-D-2-1	Otherlevel - Memos and Reports distributed to Campus	1969-1987		1
Archives/RG-D-2-2	Otherlevel - LeMoyne exchange	1963-1973		2
Archives/RG-D-2-3	Otherlevel - Office Files	1971-1973		3
Archives/RG-D-2-3-1	File -	August - December 1971		3 1
Archives/RG-D-2-3-2	File -	January - April 1972		3 2
Archives/RG-D-2-3-3	File -	May - September 1972		3 3
Archives/RG-D-2-3-4	File -	October - December 1972		3 4
Archives/RG-D-2-3-5	File -	January - March 1973		3 5
Archives/RG-D-2-4	Otherlevel - Office Files	1973-1975		4
Archives/RG-D-2-4-6	File -	April - June 1973		4 6
Archives/RG-D-2-4-7	File -	July - August 1973		4 7
Archives/RG-D-2-4-7b	File -	Sept. 1973		4 7b
Archives/RG-D-2-4-9	File -	Oct. 1973		4 9
Archives/RG-D-2-4-10	File -	Nov. 1973		4 10
Archives/RG-D-2-4-11	File -	Dec. 1973		4 11
Archives/RG-D-2-4-12	File -	Jan. 1974		4 12
Archives/RG-D-2-5	Otherlevel - Office Files	1974		5
Archives/RG-D-2-5-13	File -	Feb. 1974		5 13
Archives/RG-D-2-5-14	File -	March 1974		5 14
Archives/RG-D-2-5-15	File -	April 1974		5 15
Archives/RG-D-2-5-16	File -	May 1974		5 16
Archives/RG-D-2-5-17	File -	June 1974		5 17
Archives/RG-D-2-5-18	File -	July 1974		5 18
Archives/RG-D-2-5-19	File -	August 1974		5 19

Archives/RG-D-2-6	Otherlevel - Office Files	1974-1975	6
Archives/RG-D-2-6-20	File -	September 1974	6 20
Archives/RG-D-2-6-21	File -	October 1974	6 21
Archives/RG-D-2-6-22	File -	November 1974	6 22
Archives/RG-D-2-6-23	File -	December 1974	6 23
Archives/RG-D-2-6-24	File -	January 1975	6 24
Archives/RG-D-2-6-25	File -	February 1975	6 25
Archives/RG-D-2-6-26	File -	March 1975	6 26
Archives/RG-D-2-6-27	File -	April 1975	6 27
Archives/RG-D-2-6-28	File -	May 1975	6 28
Archives/RG-D-2-7	Otherlevel - Office Files	1974-1975	7
Archives/RG-D-2-7-29	File -	June 1975	7 29
Archives/RG-D-2-8	Otherlevel - Office Files: Departmental Self-studies	1973-1975	8
Archives/RG-D-2-9	Otherlevel - Office Files: Departmental Self-studies	1972-1977	9

Series Archives/RG-D-3: Dean's Office Files: Catherine Frazer

Date: 1980-1986 (date of creation)

Restrictions on access:

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Publication status:

Published

File / item list

Ref code	Title	Dates	Access status	Container
Archives/RG-D-3-1	Otherlevel - Office Files: Conferences	1976-1982		1
Archives/RG-D-3-2	Otherlevel - Office Files: Foundations	1980-1986		2

Series Archives/RG-D-4: Dean's Office File: Charles Duke

Date: 1987-1996 (date of creation)

Restrictions on access:

These records may contain confidential material and may not be examined by any but authorized persons until 2036. The archivist may determine some items non-sensitive and may share them with researchers.

Publication status:

Published

File / item list				
Ref code	Title	Dates	Access status	Container
Archives/RG-D-4-1	Otherlevel - Campus Buildings	1988-1992		1
Archives/RG-D-4-2	Otherlevel - Office Files	1987-1996		2
Archives/RG-D-4-3	Otherlevel - Faculty Conference Presentations	1994-1996		3
Archives/RG-D-4-4	Otherlevel - Faculty writings, sabbatical project reports.	1989-1996		4