

# McDaniel College Faculty Meetings

## Request As:

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Creator: Faculty of McDaniel College

Title: Faculty Meetings

Dates: 1868-2010

Quantity: 5.5 Linear ft.

## Processing Information:

Processed:

By: Barbara O'Brien

## Acquisition Information:

Minutes of the Faculty before August 1999 were in minute books found in the Archives. After 1999 minutes are digital, however printed out minutes from the academic years 1999-2000 through 2009-2010 were sent to the Archives monthly. Minutes are no longer sent to the Archives and are kept on-line. Minutes from the 2003-2004 academic year are accessible on the McDaniel College intranet.

## Terms of Use:

**Access:** Faculty, staff, and administrators have access to Faculty Minutes. Others should request permission from the secretary of the Faculty. Faculty Minutes from October, 2003 may be accessed by logging into the McDaniel College intranet.

**Preferred citation:** McDaniel College Faculty Meetings; McDaniel College Archives

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**Copying:** Papers may be copied in accordance with the Archives usual procedures.

## **BIOGRAPHY/HISTORY**

The faculty of Western Maryland College met weekly during the academic year from 1868 into the 1920s. During the 1920s the faculty began to meet only twice a month and in the 1940s they started to meet only once a month. Except for special meetings, the faculty meets once a month beginning with an Opening Meeting at the end of August each new academic year through May.

## **SCOPE AND CONTENT**

The Faculty Meetings record group consists minutes of faculty meetings, reports to the faculty from faculty committees, meeting handouts, awards given faculty at the Opening Meeting, and memos to the faculty regarding meetings or committees. Records that were in binders were placed into folders in the same order they were in the binders. During processing these records it was discovered that there is not a complete set of minutes for the academic year 1995-1996. Minutes from 2003 to 2010 are printed out from their original electronic form. These minutes can be accessed through the McDaniel College Intranet.

Most duplicates were removed.

## **CONTAINER LIST**

- Box 1: Minute books, supplements, and regulations and resolutions, 1868-1985
- Box 2: Minute books and supplements, 1886-1901
- Box 3: Minute books and supplements, 1901-1913
- Box 4: Minute books and supplements, 1914-1939
- Box 5: Minute books, 1939-1954
- Box 6: Minute books and index, 1974-1987
- Box 7: Minute books, 1988-1995
- Box 8: Faculty Meetings, 1995-2002
- Box 9: Faculty Meetings, 2002-2007
- Box 10: Faculty Meetings, 2007-2010
- Box 11: Faculty Minutes, microfilm 1939-1981; magnetic disks, 2003-2010

## **INVENTORY**

- Box 1: Faculty Minutes and Regulations and Resolutions, 1868-1885

1. Regulations and Resolutions, 1868-1882
2. Faculty Minutes, 1868-1873
3. Faculty Minutes, 1873-1880
4. Faculty Meeting Supplements, 1880-1885
5. Faculty Minutes, 1880-1885

Box 2: Faculty Minutes and Supplements, 1886-1901

6. Faculty Meeting Supplements, 1886-1892
7. Faculty Minutes, 1886-1892
8. Faculty Meeting Supplements, 1892-1895
9. Faculty Minutes, 1892-1895
10. Faculty Meetings Supplements, 1895
11. Faculty Minutes, 1895-1899
12. Faculty Meetings Supplements, 1899-1901
13. Faculty Minutes, 1899-1901

Box 3: Faculty Minutes and Supplements, 1901-1913

14. Faculty Minutes, 1901-1904
15. Faculty Minutes, 1904-1906
16. Faculty Meeting Supplements, 1907-1909
17. Faculty Minutes, 1906-1908
18. Faculty Minutes, 1909-1912
19. Faculty Minutes, 1912-1913

Box 4: Faculty Minutes and Supplements, 1913-1939

20. Faculty Meeting Supplements, 1913-1918
21. Faculty Minutes, 1914-1918
22. Faculty Meeting Supplements, 1918-1925
23. Faculty Minutes, 1918-1924
24. Faculty Minutes, 1/1922-7/1922
25. Faculty Meeting Supplements, 1925-1939
26. Faculty Minutes, 1925-1939

Box 5: Faculty Minutes, 1939-1974

27. Faculty Minutes, 1939-1954
28. Faculty Minutes, 1955-1966
29. Faculty Minutes, 1966-1971
30. Faculty Minutes 1971-1974

Box 6: Faculty Minutes, 1974-1985

31. Faculty Minutes, 1974-1977
32. Faculty Minutes, 1977-1979
33. Faculty Minutes, 1979-1981
34. Faculty Minutes, 1982-1984
35. Faculty Minutes, 1984-1987
36. Index to Faculty Minutes, 1974-1985

Box 7: Faculty Minutes, 1988-1995

37. Faculty Minutes, 1988-1990
38. Faculty Minutes, 1988-1992
39. Faculty Minutes, 1990-1993
40. Faculty Minutes, 1993-1995

Box 8: Faculty Meetings, 1995-2002, by academic year

41. Faculty Meetings, 1995-1996
42. Faculty Meetings, 1996-1997
43. Faculty Meetings, 1997-1998
44. Faculty Meetings, 1998-1999
45. Faculty Meetings, 1999-2000
46. Faculty Meetings, 2000-2001
47. Faculty Meetings, 2001-2002

Box 9: Faculty Meetings, 2002-2007 by academic year

48. Faculty Meetings, 2002-2003
49. Faculty Meetings, 2003-2004
50. Faculty Meetings, 2004-2005
51. Faculty Meetings, 2005-2006
52. Faculty Meetings, 2006-2007

Box 10: Faculty Meetings, 2007-2010 by academic year

53. Faculty Meetings, 2007-2008
54. Faculty Meetings, 2008-2009
55. Faculty Meetings, 2009-2010

Box 11: Faculty Minutes, 1939-1981 and 2003-2010

56. Faculty Minutes, 1939-1974, microfilm
57. Faculty Minutes, 1974-1981, microfilm
58. Faculty Minutes, 2003-2004, magnetic disk
59. Faculty Minutes, 2004-2005, magnetic disk
60. Faculty Minutes, 2005-2006, magnetic disk

61. Faculty Minutes, 2006-2007, magnetic disk
62. Faculty Minutes, 3/2007, magnetic disk
63. Faculty Minutes, 2007-2008, magnetic disk
64. Faculty Minutes, Fall 2009, 2 magnetic disks
65. Faculty Minutes, 12/2009-2010, magnetic disk

### **Additional catalog entries:**

#### **Corporate Bodies:**

McDaniel College  
Western Maryland College

#### **Subjects:**

Education  
Faculty  
Universities and colleges

#### **Genres and Forms:**

Magnetic disks  
Microfilm  
Minutes  
Papers

#### **Occupations:**

Administrators  
Educators