

Guide to Dean's and President's Reports BC11.05

Finding aid prepared by Shannon O'Neill

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Describing Archives: A Content Standard

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Summary Information

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|--------------------------|---|
| Repository | Barnard Archives and Special Collections |
| Creator | Barnard College. |
| Title | Dean's Reports (1891-1952) and President's Reports (1952-2002) |
| Date [inclusive] | 1891-2002 |
| Extent | 1.25 Linear feet ; 3 document boxes |
| Physical Location | This collection is stored offsite and advance notice is required for access. To use this collection, please contact the Barnard Archives and Special Collections at 212.854.4079 or archives@barnard.edu. |
| Language | English |
| Abstract | This collection consists of Barnard College Dean's and President's Reports. They include an overview of recent and planned developments at the college, as well as summaries of problems and proposals. |

Preferred Citation

Dean's and President's Reports, 1891-2002; Box and Folder; Barnard Archives and Special Collections, Barnard Library, Barnard College.

Collection Scope and Content Summary

The President's Reports—first published in 1952, and continuing through the present—include an overview of recent and planned developments at the College, as well as summaries of problems and proposals—essentially a “State of the College” address. Each report also includes a list of faculty and administrative promotions, appointments, and obituaries; student body demographics; a list of faculty research fellowships, grants, awards, and publications; a list of donations to the College; and a balance sheet of current income, expenditures, liabilities, and other financial data. The Dean's Reports—which were published from 1898 through 1952—contained the same information.

Collection Arrangement

The collection is arranged chronologically by report type. Box 1 contains Dean's, Treasurer's, and Provost's Reports from 1898-1931. Box 2 contains Dean's Reports from 1891-1952. Box 3 contains President's Reports from 1952-2002.

Administrative Information

Publication Information

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Access

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Publication Rights

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Reproductions Restrictions

Photocopies or scans may be made for research purposes.

Accruals

Accruals are expected.

Acquisition Information

The acquisition date and source is unknown.

Processing History

This collection was processed by Marcia Bassett, Maggie Astor BC'11, and Caitlin Hamrin BC'12. Finding aid written by Caitlin Hamrin and Maggie Astor in June 2010. Collection updated by Shannon O'Neill in June, 2015.

Controlled Access Headings

Subject(s)

- Annual reports
- Barnard College
- College administrators
- College presidents
- College publications
- Deans (Education)