

Guide to the Spanish Department Collection BC13.50

Finding aid prepared by Amy Lau

This finding aid was produced using the Archivists' Toolkit

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Describing Archives: A Content Standard

Barnard Archives and Special Collections

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Table of Contents

<u>Summary Information</u>	3
<u>Collection Scope and Content Summary</u>	4
<u>Arrangement</u>	4
<u>Administrative Information</u>	4
<u>Controlled Access Headings</u>	5

Summary Information

Repository	Barnard Archives and Special Collections
Title	Spanish Department
Date [inclusive]	1944-1997
Extent	0.19 Linear feet ; 3 folders
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 materials from the Barnard College Spanish department.

Preferred Citation

Spanish Department, 1944-1997; Box and Folder; Barnard Archives and Special Collections, Barnard Library, Barnard College.

Collection Scope and Content Summary

This collection contains materials that document the history of the Spanish Department at Barnard College. Included in the collection are memos, flyers, pamphlets, recital sheets, receipts for, and invitations to events presented by the Spanish Department. Items of particular note are a book about Julio Cortazar at Barnard College, Prof. Marica Welles' tenure proceedings, and fundraising campaign documents from the 1940's.

Arrangement

This collection is arranged in the original order in which it was received by the Archives.

Administrative Information

Publication Information

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Access

Any materials that discuss confidential personnel matters (such as tenure proceedings) are restricted for 75 years from their date of creation, as per the Archive's policy. Some faculty tenure documents in folder 1 are restricted.

Publication Rights

Permission to publish material from the collection must be requested from the Barnard College Archives. The Barnard College Archives approves permission to publish that which it physically owns; the responsibility to secure copyright permission rests with the patron.

Reproduction Restrictions

Photocopies or scans may be made for research purposes.

Accruals

Additions are expected.

Acquisition Information

Transferred from the Spanish Department and Barnard Alumnae Affairs.

Processing History

This collection was processed and the finding aid written by Amy Lau in October 2015.

Descriptive Rules Used: Finding aid adheres to that prescribed by Describing Archives: A Content Standard

Encoding: Machine readable finding aid encoded in EAD 2002.

Finding aid written in English.

Controlled Access Headings

Subject(s)

- Barnard College
- Spanish language--Study and teaching--United States
- Universities and colleges--Departments