

Guide to the Millicent Carey McIntosh Papers

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Finding aid prepared by Hilary Price

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Describing Archives: A Content Standard

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Summary Information

Repository	Barnard Archives and Special Collections
Creator	McIntosh, Millicent C.
Title	Millicent Carey McIntosh Papers
Date [inclusive]	1921-1998
Extent	10.88 Linear feet ; 23 boxes, 1 half document box, and 2 oversize boxes, 2 oversize items
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	The collection consists of material relating to both McIntosh's professional activities and her personal life. Items include correspondence and memoranda, addresses and speeches, articles, subject files, research files, clippings, printed matter, photographs, biographical material, and memorabilia of Millicent Carey McIntosh, the fourth Dean and first President of Barnard College.

Preferred Citation

Millicent Carey McIntosh Papers, 1921-1998; Box and Folder; Barnard Archives and Special Collections, Barnard Library, Barnard College.

Biography

Millicent Carey McIntosh was Dean of Barnard from 1947-1952. The title was changed to President in that year and she served as President from 1952-1962.

Married to pediatrician Dr. Rustin McIntosh and mother of four sons and one daughter, McIntosh was the first Dean of the Seven Sisters Colleges to be both a wife and a mother. A graduate and later a teacher and Acting Dean of Bryn Mawr, McIntosh received her PhD in English from Johns Hopkins and served as the head of the Brearly School for Girls for 17 years from 1930 to 1947. In her tenure at Barnard, she took on the monumental task of procuring greater funding so that Barnard could renovate and increase space and salaries. She initiated Operation Bootstrap, a development fund campaign that, with help from donors like John D. Rockefeller and Barnard alumnae, raised \$1.7 million for the remodeling of Milbank Hall, which included the addition of the Minor Latham Playhouse in 1953; the building of Lehman Hall in 1959, with its library and classrooms; and the construction of Reid Hall in September 1961. McIntosh was also instrumental in centralizing all gifts to Barnard through The Barnard Fund and in forming the first long-range development plans of the College. She worked well with successive Columbia presidents Dwight Eisenhower and Grayson Kirk, and advocated strongly for greater cooperation with Columbia in a way that allowed Barnard to maintain its integrity and independence.

Collection Scope and Content Summary

The collection consists of material relating to both McIntosh's professional activities and her personal life. Items include correspondence and memoranda, addresses and speeches, articles, subject files, research files, clippings, printed matter, photographs, biographical material, and memorabilia. Material relating to McIntosh's time at Barnard College include correspondence with Barnard College faculty, students, and alumnae; Barnard College Presidents and Acting Presidents Henry A. Boorse, Rosemary Park, Martha Peterson, LeRoy C. Breunig, and Jacquelyn Mattfeld; Columbia University Presidents Dwight D. Eisenhower, and Grayson Kirk; and others.

Collection Arrangement

This collection had been arranged in two series, each of which has been further arranged into four subseries.

Series 1, Professional Activities, 1925-1993

Subseries 1.1, Correspondence, Memoranda, and Administrative Records, 1935-1993

Subseries 1.2, Speeches and Articles, 1925-1978

Subseries 1.3, Subject Files and Printed Matter, 1940s-1988

Subseries 1.4, Photographs, 1950s-1990s

Series 2, Personal and Family Material, 1921-1998

Subseries 2.1, Correspondence, 1921-1990s

Subseries 2.2, Awards, Celebrations, and Memorabilia, 1910s-1998

Subseries 2.3, Biographical, 1965-1986

Subseries 2.4, Financial Documents, 1971-1988

Administrative Information

Publication Information

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Access

This collection has two restricted files in subseries 1.1.

Publication Rights

Permission to publish material from the collection must be requested from the Barnard Archives and Special Collections. The Barnard Archives and Special Collections 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

No additions are expected.

Acquisition Information

Gift of Cary McIntosh and Professor Joan M. Ferrante, 2007. Additional items accessioned between 1973 and 1979.

Processing History

This collection was processed and the finding aid written by Hilary Price in June 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

Genre(s)

- Correspondence
- Scrapbooks

Personal Name(s)

- McIntosh, Millicent C.

Subject(s)

- Barnard College
- College administrators

Collection Inventory

Series 1. Professional Activities, 1925-1993 16.0 boxes

Series Scope and Content Summary

This series contains material relating to McIntosh's professional activities and includes correspondence, memoranda, administrative records, speeches, articles, subject files, printed matter, and photographs.

Access

The files "Student Probabtion" in box 4 and "Withdrawals" in box 5 are restricted (subseries 1.1).

Subseries 1.1. Correspondence, Memoranda, and Administrative Records, 1935-1993 8.0 boxes

Subseries Scope and Content Summary

This subseries contains primarily professional correspondence and memoranda created over the course of McIntosh's career at Bryn Mawr College, The Brearley School, Barnard College, Kirkland College, and a number of other schools and organizations with which she was affiliated. The subseries also contains records from these schools and organizations including reports and policies. While subject files and printed matter comprise its own subseries, when this material was found with correspondence, memoranda, and administrative papers, it has remained integrated.

Access

The files "Student Probabtion" in box 4 and "Withdrawals" in box 5 are restricted.

Box

Brearley College, recommendations, 1935

1

Correspondence, Memoranda, and Administrative Records,

Correspondence, 1948-1983	1
Dean and President's Reports, 1948-1962	1
"Man and His World", Sex Education, Relationships, 1947-1950s	1
Faculty and Staff Lists and Memoranda, 1948-1950	1
Teaching for the Liberal Arts Graduate Conference, 1949	1
Academic Freedom, 1953-1964	1
Columbia Admissions and Degrees to Women, 1954	1
Correspondence, 1954-1969	2
Education file, 1956-1961	2
Information for new faculty, 1957-1959	2
Financing College, 1958-1959	2
Resumes, circa 1960s-circa 1970s	2
Admissions Office correspondence, 1960-1961	3
Alumnae and Associate Alumnae correspondence, 1960-1961	3

Correspondence, Memoranda, and Administrative Records,

Invitations accepted, 1960-1961	3
Barnard Fund, 1960-1961	3
Barnard-Columbia trip to California, 1960-1961	3
Correspondence, 1960-1961	3
Parents Committee, 1960-1961	3
Dean of Students, 1960-1961	4
Gift Letters, 1960-1961	4
Medical Office, 1960-1961	4
Placement Office, 1960-1961	4
Registrar's Office, 1960-1961	4
Residence Halls, 1960-1961	4
Special Events, 1960-1961	4
Trustees, 1960-1961	4
Assemblies Committee, 1960-1961	4

Correspondence, Memoranda, and Administrative Records,

Committee on Student Activities, 1960-1961	4
Thursday Noon Committee, 1960-1961	4
Vocational Conference Committee, 1960-1961	4
Student Probation, 1960-1961	4
Access	
This file is restricted.	
Student Correspondence, 1960-1961	4
Student Events, 1960-1961	4
Transfer Students, 1960-1961	4
Student Refunds, 1960-1961	4
Representative Assembly, 1960-1961	4
Student Council, 1960-1961	5
Undergraduate Association, 1960-1961	5
Withdrawals, 1960-1961	5
Access	

Correspondence, Memoranda, and Administrative Records,

This file is restricted.	
Honors & Awards, 1960-1961	5
Alumnae Advisory Center, 1960-1961	5
American Association of University Women, 1960-1961	5
Cos Club, 1960-1961	5
Hall of Fame, 1960-1961	5
Vocational Advisory Service, 1960-1961	5
Morningside Heights, Inc., 1960-1961	5
Morningside Gardens, 1960-1961	5
Correspondence with Academic Departments, 1960-1961	6
Coeducation, 1962-1968	7
Correspondence, 1962-1981	7
Bryn Mawr School, 1964-1974	7
Barnard College - Stahmer, Harold, 1965	7

Correspondence, Memoranda, and Administrative Records,

Berkshire Community College, 1966-1967	7
Kirkland College materials, 1967-1978	7
Curtain Memorial Fund, 1967	7
Unrest on Campus, 1968	7
Bank Street College, 1968	7
Kirkland College materials, 1968-1977	8
Nightingale-Bamford School, members list, 1969	8
Board of Trustees organizational papers, 1970	8
Recommendations and Resumes, 1969-1983	8
Bryn Mawr, 1970s-1983	8
Barnard College, 1970s	8
CBS documents, circa 1970s	8
Cos Club, Public interests, 1971-1973	8
American Friends of Cambridge University, 1976	8

Speeches and Articles,

Berkshire Hopbrook, 1982	8
Correspondence, 1968-1993	8
Subseries 1.2. Speeches and Articles, 1925-1978 7.0 boxes	
Subseries Scope and Content Summary	
This subseries contains speeches, articles, and papers published by McIntosh. Also included in this subseries are materials used for research.	
	Box
Bryn Mawr, draft speech, undated	9
Speech fragment, undated	9
Brearley College, alumnae event - speaker, 1925-1974	9
Speeches, 1931-1949	9
Speeches and research, 1947-1978	9
Speeches, 1947-1965	10
Speeches, 1949-1954	11
Printed Addresses, 1948-1958	12

Subject Files and Printed Matter,

Barnard College Talks and Articles to Bulletin, 1948-1959	12
Speeches, 1948-1949	12
Opening Convocation - Barnardiana, 1952-1963	12
Material for speeches, 1953-1963	13
Speeches, 1954-1962	14
Articles and statements, 1955-1966	14
Material for speeches, 1953-1962	14
Speeches, 1957-1963	15
Speeches to alumnae, 1957-1959	15
Separate education, circa 1960s	15
"Sex ethics", 1963	15

Subseries 1.3. Subject Files and Printed Matter, 1940s-1988 1.0 box**Subseries Scope and Content Summary**

This subseries contains subject files and printed matter that was filed separate from the items in subseries 1.1 (Correspondence, Memoranda, and Administrative Records). Subjects include "sexual ethics", sex

Photographs,

education, and issues in higher education. Printed matter includes newsletters, brochures, pamphlets, ephemera, sheet music, and news clippings.

Box

Clippings on education of men, women, and leaders, 1940s-1960s

16

School brochures, 1960s-1970s

16

Barnard! Barnard! Sheet music, 1964

16

Catalyst Newsletter, 1969

16

Material on the Generations, Sex Education, Sex Ethics, 1960s-1970s

16

Carey Memorial Lecture, 1972-1988

16

Subseries 1.4. Photographs, circa 1950-circa 1990 1.0 box**Box**

16

Subseries Scope and Content Summary

This subseries consists of two small files of photographs. Several photographs document the celebration of the new Millicent McIntosh Center, where the Diana Center now stands. Other photographs depict McIntosh next to a portrait of herself. Unfortunately, information relating to the photographs is minimal.

Series 2. Personal and Family Material, 1921-1998 8.0 boxes**Series Scope and Content Summary**

Correspondence,

This series contains material relating to McIntosh and her family, including personal correspondence, memorabilia, files relating to awards and celebrations, biographical material, and financial documents.

Subseries 2.1. Correspondence, 1921-1990s 2.0 boxes**Subseries Scope and Content Summary**

This subseries contains correspondence from McIntosh's travel abroad (1921-1932) and christmas cards sent and received. Christmas cards sent by McIntosh usually include a lengthy update about the year's events and a photograph.

Box

Correspondence from Abroad, 1921-1932

17

Christmas cards, 1960s-1990s

18

M. Carey Thomas biography, 1975

18

Subseries 2.2. Awards, Celebrations, and Memorabilia, 1910s-1998 3.0 boxes**Subseries Scope and Content Summary**

This subseries contains photoalbums, song and prayer books, and details about McIntosh's 100th birthday celebration.

Box

Prayer pamphlet, undated

18

Mum's Songs, undated

18

Biographical,

100th birthday, 1998	18
“My Memory Book”, 1917	19
Photo album, circa 1910s-circa 1920s	20
Barnard College Medal of Distinction Citation, 1992	Drawer 3
Subseries 2.3. Biographical, 1965-1986 3.0 boxes	
Subseries Scope and Content Summary	
This subseries contains biographical and autobiographical information about the McIntosh and Carey family. Also included are transcripts of several interviews with McIntosh.	
	Box
Biographical information,	21
Student article about McIntosh, 1975	21
Article by Jane Perry Clark Carey, 1977	21
Carey family history, undated	21
Oral history, 1986	22
Interviews with Isabel S. Grossner, 1965-1966	22

Financial Documents,

Interviews with Isabel S. Grossner, 1965-1966	23
Interviews with Caroline Smith Rittenhouse, 1986	23
LIFE Magazine article about Millicent McIntosh, undated	Drawer 3
Subseries 2.4. Financial Documents, 1971-1988 1.0 box	Box
	24
Subseries Scope and Content Summary	
This subseries contains checkbooks and information on family finances.	