

# **Guide to Barnard College Financial Records BC24**

**Finding aid prepared by Hilary Price**

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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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## Summary Information

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<b>Repository</b>	Barnard Archives and Special Collections
<b>Creator</b>	Barnard College.
<b>Title</b>	Barnard College Financial Records
<b>Date [inclusive]</b>	1890-1979
<b>Extent</b>	134.93 Linear feet ; 7 boxes, 1 carton, 57 oversize boxes
<b>Physical Location</b>	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.
<b>Language</b>	English
<b>Abstract</b>	This collection consists of the financial records and ledgers of Barnard College.

### Preferred Citation

Barnard College Financial Records, 1890-1979; Box and Folder; Barnard Archives and Special Collections, Barnard Library, Barnard College.

## **Collection Scope and Content Summary**

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The ledgers, journals, and papers in this collection record the finances of Barnard College including funds, expenditures, and student payments. Barnard funds include investments, securities, gifts, and grants. Operational expenses and disbursements include faculty and administrative salaries, building and grounds maintenance, and sundries. Student payment records document tuition, room and board payments, and scholarship information. Also included in the ledgers are budgets and annual financial reports.

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## **Collection Arrangement**

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The records are arranged in chronological order.

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## **Administrative Information**

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### **Publication Information**

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### **Access**

Access to material dated 50 years or less prior to current date is restricted.

### **Publication Rights**

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### **Reproduction Restrictions**

Photocopies or scans may be made for research purposes.

### **Accruals**

No additions are expected.

### **Acquisition Information**

The acquisition date and source is unknown.

### **Processing History**

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

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## **Related Materials**

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### **Related Collections**

Collection BC 5.4 Office of the Bursar contains additional materials related to the finances of Barnard College.

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## **Controlled Access Headings**

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### **Corporate Name(s)**

- Barnard College.

### **Subject(s)**

- Account books
- Annual reports
- Barnard College

- Budget
- Financial statements
- Gifts

## Collection Inventory

	<b>Box</b>
Burr's Combination Index, 1890	39
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Undergraduate tuitions and fees; college expenses; securities, 1892-1900	3
College income; expenses; cash books, 1894-1911	4
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Ledger No. 2, 1899-1900	46
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General Journals No. 1-3, 1901-1928	33
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Students Ledger No. 1, 1901-1907	44
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Schedules of Appropriations, 1903-1913	2
Financial Statements, 1905-1912	48
Cash Receipts No. 2, 1906-1910	63
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Expenditures 1937-1941	21
Financial records - unmarked ledger, 1937-1949	45
Fiske Hall Journal No. 1, 1937-1940	56
General Ledgers No. 6-7, 1938-1944	31
Annual Financial Reports, 1939-1998	5
Statements, 1940-1944	19
Cash Receipts No. 12, 1940-1944	58
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Salary Letters, 1941-1942	11
General Ledger No. 8, 1941-1945	38

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