

## **Series Outline**

Series I. Dean Clifford E. Maser's Meetings and Speeches, 1943-1965

Series II. Curriculum Materials, 1942-1978

Series III. Reports and Briefs, 1910-1992

Series IV. Handbooks, 1980-1998

Series V. Awards Records, 1996

Series VI. Special Event Records, 1997

## Detailed Description of the Collection

### Reel

1 **Series I. Dean Clifford E. Maser's Meetings and Speeches, 1943-1965**

### Reel

#### Series II. Curriculum Materials, 1942-1978

- 1 Proposed course changes, other curriculum material, 1942; 1945-1946
- 2 Proposed course changes, other curriculum material, 1945-1946 to 1962
- 1 Graduate programs in business at OSU, 1975
- 1 Survey results for the business administration undergraduate core by the Undergraduate Program Committee, 1978

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#### Series III. Reports and Briefs, 1910-1992

- 3 1 Annual Budget Report for 1922-1923, 1922
- 3 2 Report of Instructional Work, 1918
- 3 3 Board of Higher Curricula meeting transcript regarding duplication of courses at University of Oregon and Oregon Agricultural College, 18 May 1925
- 3 4 Reports and correspondence regarding duplication of courses, 1913-1925
- 3 Report of the Dean of the School of Commerce for 1918-1919 and 1919-1920, 1919
- 3, 5 for , 1915
- Financial Reports for the School of Commerce
- 3, 6 1917-1918
- 3, 6 1916-1917
- 3 7 University of Oregon Report to Board of Higher Curricula, 27 April, 1925
- 3 8 Study of Facts and Figures Bearing on Commerce and Business, 30 January, 1932
- 3 9 Oregon Agricultural College Brief, 1925
- 3 10 University of Oregon Brief, 1925
- 3 11 Annual Budget Report for 1923-1924, 1923
- 3 12 Annual Budget Report for 1924-1925, 1924
- 3 13 Report of the Dean of the School of Commerce for 1920-1921 and 1921-1922, 1921
- 3 14 Report of the Dean of the School of Commerce for 1919-1920 and 1920-1921, 1920
- 3 Report of the Dean for 1911-1912, 1912
- 3 Biennial Report for 1912-1914, 1914
- 3 Report of the Dean for 1917-1918, 1917
- 3 Report of the Dean for the Fiscal Year 1917-1918 with Estimates and Recommendations for the Year 1918-1919, 1918
- 3 15 Report to the President, 1910
- 3 Report to the President, 1912
- 3 Department Reports to the Dean, 1913-1914
- 3 16 Alumni Newsletter, 1920
- 3 Lists of Graduates, 1919-1920
- Reports to the Oregon State Board of Higher Education from the School of Commerce, 1932
- 2 Cost studies for School of Commerce (apx 16x20 in.)
- 2 Room use in all campus buildings (apx 16x20 in.)

- 2 The amount of investment and indebtedness and the number of students living in fraternities, sororities, and dormitories (apx 16x20 in.)
- 2 Credits completed by Commerce graduates (apx 16x20 in.)
- 2 Commerce degree requirements (apx 16x20 in.)
- 2 Enrollment of Commerce students in other departments' courses (apx 16x20 in.)
- 2 Comparison of duplication in courses offered by Oregon State College and University of Oregon in sociology, economics, political science, and business administration (apx 16x20 in.)
- 1 Statement of Objective - Organization - Functions, September 1959; September 1964, 1964 [(revised)]
- 1 Annual Report, 1972-1973
- 1 Resource Allocation Report, 1976
- 1 Operational Reports, 1967-1975
- 1 Self Evaluation Report , September 1959
- 1 Self Study Report, Part 1; Academic Staff Data, Part 2, July 1974
- 1 "Oregon's Forest Products Industry: Status and Future Prospects," report submitted to the Oregon Business Council for the OSU College of Business, circa 1986
- 1 "Rediscovering the College's Charter," by David Sullivan, final memorandum, and working papers, 1980-1992

**Box****Series IV. Handbooks, 1980-1998**

- 1 Student handbooks, 1980-1998
- 1 Faculty handbook, 1985

**Box****Series V. Awards Records, 1996**

- 1 Award nomination for Ken and Joan Austin, 1996

**Box****Series VI. Special Event Records, 1997**

- 1 Product Testing Lab, announcement of an open house celebrating its 10th anniversary, 1997