



Office of the Vice President for Student Affairs and Services Records UA.7

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University Archives and Historical Collections

Conrad Hall
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East Lansing , MI 48824
Business Number: 517-355-2330
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Summary Information

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|----------------------------------|---|
| Repository: | University Archives and Historical Collections |
| Creator: | Michigan State University. Office of the Vice President of Student Affairs and Services |
| Title: | Office of the Vice President for Student Affairs and Services records |
| ID: | UA.7 |
| Date [inclusive]: | 1945-2016 |
| Physical Description: | 0.7 Cubic Feet |
| Language of the Material: | English . |

Preferred Citation

Researchers wishing to cite this collection should include the following information: "Item title, Collection title, Collection Identifier, Michigan State University Archives & Historical Collections, East Lansing, Michigan."

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Historical Note

Prior to 1944, there were two separate offices related to students: an office for the Dean of Women and a separate office for the Dean of Men. In 1944, the Dean of Students Office was created to manage services for all students. In 1964, the name of the office changed from the Dean of Students to the Vice President for Student Affairs.

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Scope and Contents

The records of the Vice President for Student Affairs include materials related to students and student life on campus including policies and procedures and statistical information about students. Materials include brochures about graduate assistantships, a 1967 handbook for student leaders, a memo on x-rated/pornographic movies shown on campus, and proposal for a married student center. Other records include a study from the social affairs committee on social policies and procedures from 1966, study of participation in student organizations from 1947, policy for student organization on distribution of literature, a study of non returning students in 1982, a profile of students from 1987, and Student Personnel Administration newsletters.

The collection also includes published and unpublished annual reports and serials.

Electronic Resources include correspondence in the form of e-mail memos and attachments.

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Administrative Information

Publication Statement

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Conditions Governing Access

Collection is open for research.

Conditions Governing Use

Permission to publish material from this collection must be obtained from University Archives & Historical Collections, Michigan State University.

Conditions Governing Access

Legal Status: Donor(s) have transferred any applicable copyright to Michigan State University but the collection may contain third-party materials for which copyright was not transferred. Copyright restrictions may apply. Property Rights: Michigan State University.

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Related Materials

Related Archival Materials

See also Division of University Services records (UA 22.2)

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Controlled Access Headings

- College student government -- Michigan -- East Lansing
- College students -- Michigan -- East Lansing
- Greek letter societies -- Michigan -- East Lansing
- Married students
- Brochures
- Correspondence
- Directories
- Electronic mail messages
- Memorandums
- Newsletters
- Video tapes
- Michigan State University. Office of the Vice President of Student Affairs and Services
- Michigan State College -- Students
- Michigan State University -- Students

Collection Inventory

| Title/Description | Instances |
|--|-----------|
| Department Directories, 1980-1984, 1986-1987,1989-1990 | |

| | | |
|---|----------|-----------|
| | box 5607 | folder 1 |
| Department Directories, 1990-1996, 2001-2002 | box 5607 | folder 2 |
| Graduate Assistantship brochures, 1987-2003 | box 5607 | folder 3 |
| Handbook for Student Leaders, 1967 | box 5607 | folder 4 |
| Homecoming Guest List, 1968 | box 5607 | folder 5 |
| Policy Governing Graduate and Undergraduate Personnel Records, 1968 | box 5607 | folder 6 |
| Policy Handbook (incomplete), Undated | box 5607 | folder 7 |
| Position on X-Rated movies memo, 1985 | box 5607 | folder 8 |
| The Process of Effective Problem Solving Applied to your Vocational and Educational Planning, Undated | box 5607 | folder 9 |
| Proposal for the Development of a Married Student Center, 1970 | box 5607 | folder 10 |
| Religious Activities at Michigan State College, Undated | box 5607 | folder 11 |
| Report of the Child Care Planning Project, 1993 | box 5607 | folder 12 |
| Social Affairs Committee - Study of Social Policies and Procedures, 1966 - 1967, Undated | box 5607 | folder 13 |
| Spartan Connection Telephone Information Service Brochures, 1987, 1989, 1990 | box 5607 | folder 14 |
| Student Affairs and Services booklet, Circa 1988 | box 5607 | folder 15 |
| Student Organization Policies - Registration of Organizations and Distribution of Literature, 1966 | box 5607 | folder 16 |

Student Personnel Administration Newsletter

| Title/Description | Instances | |
|---|-----------|-----------|
| 1966 | box 5607 | folder 17 |
| 1967-1968 | box 5607 | folder 18 |
| 1968-1969 | box 5607 | folder 19 |
| 1971-1975 | box 5607 | folder 20 |
| 1976-1984 | box 5607 | folder 21 |
| 1987-1993 | box 5607 | folder 22 |
| Student Profile, 1987 | box 5607 | folder 23 |
| A Study of Participation in Student Organizations at MSC for 1947-1948, 1947-1948 | box 5607 | folder 24 |
| Survey of Fall Term 1981 Non-Returning Students , December 10, 1982 | box 5607 | folder 25 |

| | | |
|--|------------|-----------|
| Survey of Fall Term 1982 Non-Returning Students, July 1983 | box 5607 | folder 26 |
| Survey of Fall Term 1983 Non-Returning Students, July 1984 | box 5607 | folder 27 |
| [Untitled: Possible Directory of Alumni, Last Names Abbott - Muranaka], undated | box 5607 | folder 28 |
| [Untitled: Possible Directory of Alumni, Last Names Murray - Zygadlo], undated | box 5607 | folder 29 |
| Women's Division of Student Affairs Personnel Staff Position Responsibilities, Undated | box 5607 | folder 30 |
| Video - Greek Life, 1999 | item video | |

Annual Reports

| Title/Description | Instances |
|----------------------------------|-----------------------|
| Published in State Board Reports | volume Bd. of Ag. |
| 1945 | |
| 1946 | |
| 1947 | |
| 1948 | |
| 1949 | |
| 1950 | |
| 1951 | |
| 1952 | |
| 1953 | |
| 1954 | |
| 1955 | |
| 1956 | |
| 1957 | |
| Unpublished | box Annual Reports |
| 1953-1954 | |
| 1956-1957 | |
| 1957-1958 | |
| 1958-1959 | |
| 1959-1960 | |
| 1960-1961 | |

| |
|-----------|
| 1961-1962 |
| 1962-1963 |
| 1964-1965 |
| 1965-1966 |
| 1966-1967 |
| 1967-1968 |
| 1968-1969 |
| 1969-1970 |
| 1970-1971 |
| 1971-1972 |
| 1972-1973 |
| 1984 |

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Serials

| Title/Description | Instances |
|------------------------------------|-----------|
| #486: New Student Register | |
| #518: Orient | |
| #53: Spartan Life Student Handbook | |
| #665: Staff Courier | |
| #751: Where to Go for What | |

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Electronic Resources

| Title/Description | Instances |
|---|-----------|
| Deans, Directors, and Chairs Memos, 2010-2015 | |
| Announcement and Pre-College Programs Committee memo, 2010-2011 | |
| Veterans' Resource Center memo, 2013 | |
| Judicial Affairs name change, 2015 | |
| Student memorial tribute memo, 2015 | |
| Student memorial tribute memo, 2016 | |

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