

# International House fonds

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Revised by Jane Turner (1990), Erwin Wodarczak (1999, 2010), and Manfred Nissley  
(2021)

**\*\*\* Institutional records -- researcher access subject to review \*\*\***

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# Fonds Description

**International House fonds.** – 1951-2012.

4.34m of textual records.

ca. 1100 photographs.

1 Compact Disk

2 DVD Recordings

## Administrative History

Established in 1953, the International House Club was formed by an amalgamation of the International Students' Club and the International House Committee. In 1954, the University assigned the Club an army hut in Acadia Camp, and local service clubs donated money, labour, and furnishings. The Club undertook a fund-raising project to erect its own building. With a sizable donation from the Vancouver Rotary Club and a site donated by the University, International House began construction in 1958. The following year Eleanor Roosevelt opened International House. In 1964, the International House Association - B.C. Chapter was amalgamated with International House. International House carries out a number of programmes, both by itself and together with other institutions and government bodies, and plays host to many student organizations and events. These programmes and services have sought to ensure that students from abroad are adequately oriented toward the University and the community and that Canadian students also benefit from broadened international experience.

## Scope and Content

The fonds consists of correspondence, reports, minutes, publications and clippings, financial records, photographs, and digital media. The materials are arranged in the following series, according to a block-numeric system established at International House in 1972: 10.000 - History, Objectives, and Policies; 11.000 - Administration; 12.000 - Services and Programmes; 13.000 - U.B.C. Campus Organizations; 14.000 - Vancouver Area Organizations; 15.000 - Canadian and International Organizations, and Audiovisual Materials.

## Notes

Fonds consists of institutional records – access requests must be reviewed by the University's FOIPOP Coordinator.

File list available.

Title based on the contents of the fonds.

The materials have been arranged according to a block-numeric central filing system established at International House in 1972 (see file # 1-19 "Filing Code"). Files not bearing these numeric codes have been placed in the order in which they most likely would have been filed according to the filing system.

Further accruals are expected.

Other records relating to International House can be found in the [International House Association, British Columbia Chapter](#), the [International House Collection \(William Black, collector\)](#), and the [International House Collection \(Stanley Read, collector\)](#).

## Series Descriptions

### **History, Objectives, and Policies series.** – 1951-2003.

36 cm of textual records.

ca. 1,100 photographs and negatives.

Originally numbered 10.000. Series consists of records relating to the organizational history of International House, and includes reports, minutes, clippings, correspondence, and photographs from 1956 to 2003. Photographs and negatives were originally loose or in albums. The order of photos in Albums has been preserved. Negatives not represented by prints have also been retained. Also included are copies of the International House constitution and amendments, and the office filing code.

### **Administration series.** – 1955-2008.

2.04 m of textual records.

Originally numbered 11.000. Series consists of records relating to the administration of International House and its services, and includes correspondence, reports, minutes, publications (mainly newsletters), budgets and other financial records, and room booking calendars.

### **Services and Programmes series.** – 1960-2012.

1.25 cm of textual records.

2 DVD recordings

Originally numbered 12.000. Series consists of records documenting the services and programmes offered by International House, including reception and orientation for newly-arrived foreign students, translation and English coaching services, arranging for housing and employment, trips and excursions, and hosting parties, lectures, and other special events. Materials include correspondence, reports, minutes, financial records, and two DVD's about International Week.

### **U.B.C. Campus Organizations series.** – 1960-1978.

18 cm of textual records.

Originally numbered 13.000. Series consists of records relating to University offices and organizations, and includes correspondence, and clippings and other published materials.

### **Vancouver Area Organizations series.** – 1963-1979.

11 cm of textual records.

Originally numbered 14.000. Series consists of records relating to institutions and organizations based in the Vancouver area and their relationships with International House, and includes correspondence, reports, minutes, and clippings and other published materials.

**Canadian and International Organizations series.** – 1963-1979.

40 cm of textual records.

Originally numbered 15.000. Series consists of records documenting the involvement of International House with Canadian and international organizations, programmes, and events, including CBIE (Canadian Bureau of International Education), and Contact Canada (a home-stay programme for Canadian and foreign students). Materials include correspondence, reports, minutes, and clippings and other published materials.

**Audiovisual Materials series.** – 1998-2006

1 Compact Disk

2 DVDs

Series consists of digital photographs of the International House 50<sup>th</sup> Anniversary and two DVDs pertaining to UBC International Week in 2005 and 2006.

# File List

## BOX 1

### HISTORY, OBJECTIVES, AND POLICIES

- 1-1 [Historical Material - from University Archives?] 1951-60 [2 folders]
- 1-2 History of B.C. House 1954-59
- 1-3 Miscellaneous - I.H. History [News Clippings] [ca. 1957]
- 1-4 [Historical File] 1958-66
- 1-5 I.H.A. Book Award & Plates 1959
- 1-5a Photographs (ca. 100)
- 1-6 10.020 - Constitution - 1966, Rev. 1971 1966-71
- 1-7 I.H. Constitution 1978
- 1-8 10.021 - Amendments, By-Laws, Procedures 1964-66
- 1-9 10.030 - Review of Policies and Objectives 1967
- 1-10 10.031 - I.H. Study Conference 1963
- 1-11 10.033 - I.H. Study: Related Minutes & Reports 1967
- 1-12 10.040 - Major Developmental Planning 1962-67
- 1-13 Miscellaneous [Reports and Publications] 1963-72 [2 folders]
- 1-14 Miscellaneous Reports by Lloyd Barteski 1973-75
- 1-15 Miscellaneous Reports 1973-77
- 1-16 Program Director's View of International House (L. Barteski) 1974
- 1-17 I.H. Development - (H. Keenleyside) (Government, etc.) 1974-76
- 1-18 S. Bokhari's I.H. Reorganization Proposal [n.d.]
- 1-19 Filing Code Aug.1972

(continued)

### ADMINISTRATION

- 1-20 11.001 - Members of the Board of Directors 1970-79
- 1-21 11.002 - Nominations 1965-71
- 1-22 11.003 - I.H. Membership – Correspondence 1969-71
- 1-23 Miscellaneous [Membership] 1963-66
- 1-24 Membership 1973-74
- 1-25 Membership 1976-78
- 1-26 Membership Lists (committees) 1978
- 1-27 11.004 - Various Mailing Lists 1969-71

- 1-28 Board Min. complete? 1955, 1963-69
- 1-29 11.010 - Minutes of the Board of Directors 1967-72

## BOX 2

- 2-1 Board of Directors - Minutes of Meetings 1977-78
- 2-2 Board of Director Meetings 1978-80
- 2-3 Board of Directors' Meetings 1981-82
- 2-3a Minutes 1983-84
- 2-4 11.011 - Minutes of the Executive of Board of Directors 1963-72
- 2-5 Board of Directors - Correspondence 1974-78
- 2-6 Board [minutes, reports, correspondence] 1963-72 [2 folders]
- 2-7 Board of Directors [reports] 1963-72
- 2-8 Board of Directors I.H. Grievance Committee 1978
- 2-9 11.014 - Correspondence of the Personnel Comm. 1972
- 2-10 11.015 - Miscellaneous Correspondence of the Executive Director 1970-72
- 2-11 [Director] Chronological File (CHS) 1973-74
- 2-12 [Director] Chronological File - CHS January-August 1975
- 2-13 [Director] General Correspondence 1980
- 2-14 [Director] General Correspondence 1981 [2 folders]
- 2-15 [Director] Correspondence January-March 1982
- 2-16 [Director] Correspondence April-August 1982
- 2-17 [Director] Correspondence September-December 1982

## BOX 3

- 3-1 [Director] General Correspondence 1984-85 [2 folders]
- 3-2 Memorandums 1979-80
- 3-3 Memorandums 1981
- 3-4 Memorandums 1982
- 3-5 Memos 1984-85
- 3-6 Terminal Message System May-December 1985
- 3-7 International House - General Correspondence 1977-78
- 3-8 Correspondence [General] November-December 1978
- 3-9 Correspondence [General] 1979
- 3-10 Correspondence - Carl Beach 1972-73
- 3-11 Correspondence - re. Ethnic Group 1974-75
- 3-12 Correspondence - re: High School 1974
- 3-13 Correspondence - re: C.B.I.E. & Reach Out Corp. 1974-75
- 3-14 Correspondence - re: Special Interest Groups 1970-74



- 3-15 Correspondence to Overseas Students on Campus (research, surveys, etc.) 1973-76
- 3-16 Correspondence with Other Institutions re I. House 1973-77
- 3-17 [Correspondence] Prof. S.S. Chow / multi-cultural program 1976
- 3-18 [Correspondence] Jiwan Dixit 1977
- 3-19 [Correspondence] Dr. William Epstein 1973-77
- 3-20 [Correspondence] S. Freudenberg, Y. Agada, B. Gebere-Medhin 1976-77
- 3-21 [Correspondence] B.R. Hobbs January-June 1974
- 3-22 [Correspondence] Lawrence Tasha 1977
- 3-23 [Correspondence] Dr. Herrick B. Young 1973-76
- 3-24 11.017 - Student Correspondence of the Executive Director 1970-72
- 3-25 11.020 - Annual General Meeting Minutes, etc. 1964-72
- 3-26 11.021 - Annual Reports 1966-73, 1979-82
- 3-27 [Annual Reports] 1983-85
- 3-28 11.022 - Annual General Meeting Program Planning 1969-72
- 3-29 11.030 - Finances - Budgets, Accounts General, Accounting Policies & Procedures 1968-74
- 3-30 [Financial Reports] 1961-68
- 3-31 Finances 1972-74
- 3-32 Budget 1968-74
- 3-33 Budget/Financial Reports 1973-74
- 3-34 Budget/Financial Reports 1974-75

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- 4-1 Budget/Financial Reports 1975-76
- 4-2 Budget/Financial Reports 1976-77
- 4-3 Budget Summary 1977-80
- 4-4 Budget 1978-79
- 4-5/19 Cashbooks 1970-76 [15 volumes]
- 4-20 Income and Expenses 1974-75
- 4-21 Income and Expenses 1975-76
- 4-22 Income and Expenses 1976-77
- 4-23 Income and Expenses 1977-78
- 4-24 Journal Entries for all A/C's 1970-71
- 4-25 Statements of Accounts 1973-74
- 4-26 International House Statements 1974-75

## BOX 5

- 5-1 11.031 - Fund Raising, Koerner Grant 1970-71
- 5-2 Leon & Thea Koerner Foundation 1972-73
- 5-3 Financial Report - Research - Rae McCombs - Leon & Thea Koerner Foundation 1972-74
- 5-4 [11.032] Friends of International House 1961-69
- 5-5 11.033 - Donation Thank Yous 1968-72
- 5-6 11.034 - Operating Account 19-4150 1972-73
- 5-7 Operating Account 1974-75
- 5-8 11.035 - Program Account 62-6420 1972-73
- 5-9 11.036 - Snack Bar Account 62-6423 1970-72
- 5-10 International House Snack Bar - Daily Profit and Loss Statements 1975-77
- 5-11 11.037 - Other Trust Funds [n.d.]
- 5-12 11.037 - CUSO Account (63-2200) 1969-70
- 5-13 11.038 - Rentals 1973
- 5-14 Accounts - Correspondence 1959-68
- 5-15 Accounts - Correspondence 1964-68
- 5-16 Accounts Summary 1974-75
- 5-17 Accounts Summary 1974-75
- 5-18 Accounts Summary 1975-76
- 5-19 Account Summary 1978-79
- 5-20 International House Accounts - Auditor's File 1971-72
- 5-21/24 Daily Journals [room bookings] [bound] 1967-70
- 5-25/27 Daily Journals [room bookings] [bound] 1973-75

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- 6-1,2 Daily Journals [room bookings] [bound] 1976-77
- 6-3 11.041 - Booking Notifications - Thank Yous 1966-74
- 6-4 Bookings - Correspondence 1961-67
- 6-5 Booking 1970
- 6-6 Bookings 1972-74
- 6-7 International House - Bookings 1977-78
- 6-8 Miscellaneous [Facilities and Renovations] 1960-71
- 6-9 Miscellaneous [Building and Furnishing Committee] 1960-71
- 6-10 [Supplies and Expenses] 1965-67
- 6-11 Knill's Alarm Systems 1976
- 6-12 11.070 - Personnel - Policies & Procedures re. Staff 1969-73
- 6-13 11.073 - Job Descriptions 1966-72

- 6-14 Personnel Committee 1968-71
- 6-15 Staff Assistants - Staff Meetings 1971-72
- 6-16 [11.080] "A Voyage for Knowledge" - Cyril S. Belshaw 1963
- 6-17 Belshaw Research 1967
- 6-18 Research - General 1972-78
- 6-19 S.F.U. Student Research 1976
- 6-20 Research - UNESCO (Visit of International Students to Powell River) 1976
- 6-21 Research - Rae McCombs / Parin Thobani / Pat Bennett 1972-74
- 6-22 Research - Powell River Excursion 1975
- 6-23 Questionnaire Results 1978
- 6-24 11.101 - Community Liaison Committee - Resource Material 1968
- 6-25 11.101 - Community Liaison Committee Resource Material 1970-72
- 6-26 11.200 - UBC President's CUSO Committee (Description, History, Policy, etc.) 1965-69
- 6-27 11.210 - External Aid Counsellor 1968

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- 7-1 11.220 - AUCC "University Resources Study" 1967-68
- 7-2 I.S.P.C. [International Students Program Committee] – Minutes 1972-73
- 7-3 I.S.P.C. Minutes 1973-74
- 7-4 I.S.P.C. Minutes 1974-75
- 7-5 I.S.P.C. - Minutes of Meetings 1975-77
- 7-6 I.S.P.C. [Minutes] 1979-80
- 7-7 I.S.P.C. Minutes 1980-82
- 7-8 Minutes - ISPC 1983
- 7-9 I.S.P.C. - Financial Reports/Correspondence 1972-74
- 7-10 I.S.P.C. - Correspondence 1975-78
- 7-11 I.S.P.C. [Correspondence] 1978
- 7-12 I.S.P.C. [Correspondence] 1979
- 7-13 I.S.P.C. Activities - Responses to Questionnaire 1984
- 7-14 I.S.P.C. Elections 1977
- 7-15 [Newsletter - International House UBC] April 1958
- 7-16 I.H. Bulletins 1964-71
- 7-17 I.H. Bulletin - Guidelines - Ed. Board Meetings 1966-67
- 7-18 11.317 - I.H. News Bulletin 1970-72
- 7-19 Bulletin 1972-73
- 7-20 Bulletin 1973-74
- 7-21 Bulletin & Flyers 1974-75
- 7-22 The Dialogue [newsletter] 1976-77

- 7-23 VISA's [newsletter] 1979-81
- 7-24 VISA's 1982
- 7-25 VISA's 1983
- 7-26 VISA's 1984-86

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## SERVICES AND PROGRAMMES

- 7-27 12.010 - Student Services - Inquiries re study in Canada 1965-71
- 7-28 Overseas Students - General Enquiries 1972-75
- 7-29 Students - General Enquiries (from overseas) 1975-78
- 7-30 Students - General Enquiries (Canada Only) 1972-77
- 7-31 12.011 - Scholarship Opportunities (includes scholarship exchange programs) 1962-72
- 7-32 Miscellaneous [Financial Aid] 1960-71
- 7-33 Altrusa Scholarship 1972
- 7-34 Ramon Magsaysay Award 1976
- 7-35 Scholarships/Awards 1973-77
- 7-36 12.011A - Travel grants 1971-72
- 7-37 12.012 - Letters of Recommendation, etc. 1966-72
- 7-38 Letters of Recommendation/Reference 1975-77
- 7-39 References / Recommendations 1977-78
- 7-40 12.013 - Other requests on behalf of students 1966-72

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- 8-1 Lists 1978-81
- 8-2 New Foreign Students 1970
- 8-3 New Students (By Faculty) 1982-83
- 8-4 New Students (By Country) 1982-83
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- 8-6 New Students (By Country) 1983-84
- 8-7 New Students (By Faculty) 1984-85
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- 8-9 12.015 - Pen Pals 1966-68
- 8-10 12.016 - Translators 1966-70
- 8-11 Simultaneous Translation - Correspondence 1974-76
- 8-12 Simultaneous Translation - Information on Personnel 1974-76

- 8-13 Simultaneous Translation - Other Agencies 1974-76
- 8-14 Simultaneous Translation - Plans & Schedule 1974-76
- 8-15 12.017 - Snack Bar Volunteers 1966-69
- 8-16 The Coffee Place (minutes, memos) 1978
- 8-17 Coffeeplace Schedule 1978-79
- 8-18 12.020 - English Coaching - student needs 1965-69
- 8-19 12.021 - English Coaching - Personnel 1970
- 8-20 12.022 - English Coaching Research Material (TEAL) 1966-70
- 8-21 12.023 - English Coaching Guides for Instructors 1965-68
- 8-22 English - International House 1963
- 8-23 English Coaching (Mae Adams) 1973-74
- 8-24 Canadian Studies / English Language Program 1972-74
- 8-25 Language Bank 1971-73
- 8-26 Language Bank 1973-74
- 8-27 Ethnic Directory, Notes, etc. 1985
- 8-28 12.030 - Health Services, Insurance 1966-72
- 8-29 Student Insurance 1973
- 8-30 Insurance 1973-74
- 8-31 12.032 - Customs & Immigration 1966-71
- 8-32 12.035 - Employment (Student) 1963-71
- 8-33 Housing 1970-72
- 8-34 Housing - 1969 - & Airport Rec. 1969-70
- 8-35 Housing 1972-73
- 8-36 Emergency Housing 1973
- 8-37 Housing Forms and Emergency Housing 1974-75
- 8-38 Temporary/Emergency Accommodation 1978
- 8-39 Trip 1973-74
- 8-40 Trips & Excursions 1974-75
- 8-41 Trips - Excursions - Tours 1975-78
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- 9-1 Penticton/Powell River/Victoria Trip 1972-73
- 9-2 Programs - General 1973-75
- 9-3 Programs - General 1975-77
- 9-4 Programs - Miscellaneous 1969-73
- 9-5 Chronological File [Program Director] 1973-74
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- 9-7 International House Programs 1976-77 [bound volume]

- 9-8 Program & Service Committee 1965-69
- 9-9 [Program] Office Policies 1973-74
- 9-10 I.H. Logo 1976
- 9-11 12.121 - Caterers [n.d.]
- 9-12 Film Series 1983
- 9-13 Photographs 1972-78
- 9-14 Speakers' Bureau 1983-84
- 9-15 [International Seminar Speakers] 1967-68
- 9-16 [International] Seminars Visits 1972-73
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- 9-20 Speakers Available for Community Groups 1968-69
- 9-21 12.126 - Workshops 1967-68
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- 9-23 Miscellaneous [Events] 1960-71
- 9-24 Trinidad Supertones - Contract 1976
- 9-25 12.141 - Open House 1969-73
- 9-26 Open House 1979 - Welcome Committee & Cultural Presentations 1979
- 9-27 [11.320] International Fair 1972-73
- 9-28 Rencontre Canada-Japan Encounter 1974
- 9-29 Rencontre Canada-Japan Encounter 1973
- 9-30 Chinese Festival (United Nations Day) 1973-74
- 9-31 International Understanding - Mexico 1972-73
- 9-32 1st Afro Students' Games 1974
- 9-33 Fiji Hurricane Relief Dance / Ten Days for World Development 1973
- 9-34 Eastern Perspectives [n.d.]
- 9-35 Reception and Orientation 1969-71
- 9-36 Reception & Orientation Committee 1973-75
- 9-37 Reception & Orientation Committee Meeting - Minutes 1974
- 9-38 Reception & Orientation Committee Meetings (minutes, proposals) 1978
- 9-39 Reception & Orientation C'tee 1979
- 9-40 Call for Volunteers for R. & O.[Reception and Orientation] (Deans, Directors, and Dept. Heads) 1980
- 9-41 Call for Volunteers for R. & O. (To Membership, I.V.C.F. Membership & Baptist Church...) 1980
- 9-42 Miscellaneous [Student Orientation] 1960-71

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- 10-1 Orientation - 1980 and before 1977-80
- 10-2 Orientation - Aug. 24 - Sept. 7, 1982
- 10-3 Orientation - Initial 1983
- 10-4 Orientation Kits [1979-81?]
- 10-5 [Information Kit for Reception Volunteers] [n.d.]
- 10-6 Airport Reception 1978
- 10-7 Airport Reception 1981-83
- 10-8 Reach Out '70 1970
- 10-9 Reach Out 1971-73
- 10-10 Reach Out - correspondence 1973
- 10-11 Reach Out 1973-74
- 10-12 ["Reach Out"] 1973-75
- 10-13 Reach Out - correspondence 1974-75
- 10-14 Reach Out (forms) 1974-75
- 10-15 Reach Out (forms) 1976-78
- 10-16 Reach Out "propaganda" 1974-76
- 10-17 Reach Out Programme 1982
- 10-18 Incoming Overseas students (arrivals) 1978
- 10-19 Correspondence From Incoming Overseas Students 1978
- 10-20 [Co-ordinator of Volunteers] Correspondence 1983-84
- 10-20a I.H. Co-ordinator of Volunteers 1984
- 10-21 General Volunteers - List 1980-81
- 10-22 Speaking Engagements [n.d.]
- 10-23 Language Bank 1982-84
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## U.B.C. CAMPUS ORGANIZATIONS

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- 10-28 Student Associations - General 1975-76
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- 10-29 UBC Students - General 1975-78
- 10-30 13.011 - Alma Mater Society 1970-71

10-31 Alma Mater Society 1972-78  
10-32 AMS Contact - Student & Group 1974-75  
10-33 13.013 - Student Christian Movement 1963-68  
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10-36 13.020 - Alumni Association 1964-68  
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10-39 13.022 - Experimental College 1967

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11-3 U.B.C. Faculty Association 1974-75  
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11-5 13.032 - UBC Faculty Women's Club 1967  
11-6 Faculty Women's Club 1967-71  
11-7 Faculty Women's Club 1972-78  
11-8 13.033 - UBC Student Wives Association 1966-67  
11-9 13.034 - Faculty Club 1968-69  
11-10 Asian Centre/Pavilion 1976  
11-11 Centre for Continuing Education 1972-1977  
11-12 Education Department 1972-77  
11-13 Department of Health Care & Epidemiology 1976  
11-14 Housing Administration 1972-75  
11-15 Information Services 1972-78  
11-16 Institute of Asian and Slavonic Research 1973-76  
11-17 Institute of International Relations 1972  
11-18 Instructional Media Centre 1976  
11-19 Pan-Hellenic House 1974  
11-20 Physical Plant 1972-78  
11-21 President's Office 1972-78  
11-22 Social Studies Department 1974  
11-23 SSA [Summer Student Association] 1971  
11-24 SSA Correspondence 1972  
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11-26 Student Services 1972-78  
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11-28 Club Development 1974



- 11-29      Publicity - re: campus newspaper, radio & newspaper 1974-75
- 11-30      Radio Station 1973-74

## VANCOUVER AREA ORGANIZATIONS

- 11-31      14.010 - Vancouver Organizations - General, correspondence, reports, etc. 1966-71
- 11-32      14.013 - Kiwanis Clubs 1969-72
- 11-33      14.014 - Rotary Clubs 1966-69
- 11-34      14.015 - Brotherhood Week Committee 1965-68
- 11-35      14.016 - Tibetan Refugee Aid Society [n.d.]
- 11-36      14.017 - Vancouver Civic Unity Association 1963-68
- 11-37      14.018 - United Nations Association - Vancouver Branch 1965-66
- 11-38      14.019 - YMCA/YWCA (Vancouver) 1965-69
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- 11-40      Simon Fraser University 1973-74
- 11-41      14.021 - Vancouver Indian Centre Society 1967
- 11-42      14.022 - University Women's Club 1966-67
- 11-43      14.040 - B.C. Provincial Organizations - General 1966-67
- 11-44      B.C.I.T. 1972-73
- 11-45      High Schools / Colleges 1972-75
- 11-46      Mount Royal College / Notre Dame University, Nelson 1973-75
- 11-47      University of Victoria 1973-76
- 11-48      Korean Society 1977
- 11-49      M.O.S.A.I.C. (Multilingual Orientation Service Assn. for Immigrant Communities) 1979
- 11-50      Vancouver Multilingual Legal Assistance Project Committee 1979

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- 11-51      15.010 - Other International Centres - Correspondence 1967-71
- 11-52      15.013 - FIUTS (Foundation for International Understanding Through Students) Seattle 1965-67
- 11-53      International Houses 1973-75
- 11-54      15.020 - CBIE (Canadian Bureau of International Education) Correspondence 1971-72

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11-56	15.022 - CBIE - History, By-laws, Reports.... 1964-67
11-57	15.023 - CBIE - Bulletins 1967-71
11-58	15.024 - CBIE - Board 1967-8 1967-69
11-59	15.025 - Overseas Student Reception Service 1971
11-60	C.B.I.E. (reception) 1973-74
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12-8	15.049 - AUCC (Association of Universities & Colleges of Canada – formerly Canadian Universities Foundation) 1969
12-9	15.050 - Canadian Union of Students 1971
12-10	15.051 - Institute of International Education [n.d.]
12-11	15.052 - Canadian Association For Adult Education 1967-70
12-12	15.054 - Comparative & International Education Society of Canada [n.d.]
12-13	15.057 - Company of Young Canadians 1966-67
12-14	15.058 - NAFSA (National Association of Foreign Student Affairs) 1968-70
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12-16	NAFSA - Information and Publications 1964
12-17	15.065 - United Nations 1963-80
12-18	Canada World Youth 1974-75
12-19	Contact Canada 1973
12-20	Contact Cdn - Report - Final 1973
12-21	Contact Canada 1974
12-22	Contact Cdn - Report - Final 1974
12-23	Contact Canada - Ottawa 1974
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12-25	Applicants/Participants/Homestay Families - CC 1974
12-26	Contact Canada - Program/Organization 1974
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- 12-29 Contact Programs Abroad 1974
- 12-30 [Contact Canada] Handouts 1974
- 12-31 Evaluations - Letters - Contact Cdn Participants 1974
- 12-32 Contact Canada 1975
- 12-33 Contact Canada 1975 [bound volume]
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- 12-35 F.R.O.S. [Friendly Relations with Overseas Students] 1965-68
- 12-36 World University Service of Canada 1977-80
- 12-37 Conventions/Conferences (attended by Director) 1972-74
- 12-38 Pacific Science Congress 1975
- 12-39 International Panels 1973
- 12-40 International Development [conferences] 1970-71
- 12-41 2nd World Conference on International Houses and Centres – Report 1971
- 12-42 Habitat '76 1976-77
- 12-43 Habitat Films and Talk Series January 1979
- 12-44 Regional Conference - International Development 1972
- 12-45 Budgets - Finance - I.H. & Centres Conference 1970-71
- 12-46 Conference/Visit May '71 1970-71
- 12-47 Overseas Women - International Women's Year 1975 1974-76
- 12-48 Conference on International Education – February 27-28, 1970 1969-70
- 12-49 Visitors - Groups 1974-77
- 12-50 Visitors - Single 1973-77
- 12-51 International House “Friends” – guest book 1974-1978

## BOX 13

### HISTORY, OBJECTIVES, AND POLICIES (cont.)

- 13-1 International House 25<sup>th</sup> Anniversary 1984
- 13-2 Stamp Cancellation & Commemorative Cover 1984-85
- 13-3 I.H. Fund Raising Project 1984-88
- 13-4 I.H. Archives: Old Brochures and Pamphlets [n.d.]

(continued)

### ADMINISTRATION (cont.)

- 13-5 Report – Internal Audit & Control 1978

- 13-6 Building Use Policy Committee – Members – Correspondence 1981-85
- 13-7 Regulations & Use of International House 1981-85

(continued)

#### SERVICES AND PROGRAMMES (cont.)

- 13-8 W.M. Armstrong Scholarship 1975-81
- 13-9 I.H. Services Booklet 1980-88
- 13-10 1988/89 Leaders: Information, Acceptance & Sign-Up Kit 1985-89
- 13-11 Information Handbook (I.H.'s) for International Students 1986
- 13-12 International Students Emergency Support Fund 1987
- 13-13 I.H. Programmes/Services: Evaluation 1990

(continued)

#### VANCOUVER AREA ORGANIZATIONS (cont.)

- 13-14 Rotary Foundation Scholarships 1985
- 13-15 Rotary Club: Donation of March 1989 1989
- 13-16 Rotary Club, Vancouver South: Funding Request (Autumn 1989) 1989-91

#### BOX 14

#### HISTORY, OBJECTIVES, AND POLICIES (cont.)

- 14-1 40th Anniversary March 1-5, 1999 Report Pt. 1
- 14-2 40th Anniversary March 1-5, 1999 Report Pt. 2
- 14-3 Brochures, Flyers, Posters, Programs 1969-2009
- 14-4 IH History 1997-2002
- 14-5 Newspaper Clippings V1 1965 CUSO Program 1962-2003
- 14-6 Newspaper Clippings V2 1962-1984 1962-2003
- 14-7 Newspaper Clippings V3 1979-1987
- 14-8 McChord AFB Museum Visit 1980

(continued)

## ADMINISTRATION (cont.)

- 14-9 Annual Meeting 1987
- 14-10 Collected Reports for the Period Sept. 1972 – August 1973
- 14-11 Internal Memo - Re: Changing UBC's reputation as cold and impersonal July 20, 1995
- 14-12 International House Management pt. 1 1986 – 2008
- 14-13 International House Management pt. 2. 1986 – 2008
- 14-14 International Student Services Strategic Plan Draft July 1997-2002
- 14-15 Newsletters July 1990-94
- 14-16 Newsletters 1989 - March 1986
- 14-17 Peer Programme Pamphlet - January 1994
- 14-18 Pre-departure information packet for new international students - May 1993
- 14-19 Services Catalogue 1988
- 14-20 IH Annual Reports 1970-1982
- 14-21 IH Annual Reports 1983-1986
- 14-22 Press Release Rotary Club at I-House Photo 1990

(continued)

## SERVICES AND PROGRAMS (cont.)

- 14-23 40th Anniversary documents
- 14-24 International House Programs 1975 - 1976 (Book)
- 14-25 International Peer Program 2001-2012
- 14-26 ISD Programs 2007/08
- 14-27 Informational Student Handbook 1986 - Marion's Book
- 14-28 International Student Handbooks 1999-2003
- 14-29 International Student Handbooks 2004-2006

## BOX 15

- 15-1 International Student Handbooks 2007-2009
- 15-2 International Student Handbooks 2011-2012
- 15-3 International Students Services Website 2001
- 15-4 Itn'l Flair 2006
- 15-5 I Week Coordinator's Promo Materials 2006
- 15-6 Orientation Guides 1993-1999
- 15-7 Orientation Souvenir Program 1996

- 15-8      Pre-Arrival Guidebook 1999
- 15-9      UBC International Week 2006 - Coordinator's Transition Report
- 15-10     Visiting Exchange Manual - May 2000
- 15-11     Gala International Orientation Brochures 2004-2006
- 15-12     I-Week Posterboard – Millie 2004
- 15-13     Pre-Arrival Guidebook 1999

BOX 16 (oversized)

#### ADMINISTRATION (cont.)

- 16-1      Oversized Posters

#### HISTORY, OBJECTIVES, AND POLICIES (cont.)

- 16-2      Copy of Photo of Eleanor Roosevelt at I-House in 1959 attached to  
posterboard n.d.
- 16-3      I-House Scrapbook #2 1962-1963
- 16-4      Oversized Festiva 2004 poster 2004

#### AUDIOVISUAL MATERIALS

- UBC VT 3152    "IHouse 50<sup>th</sup> Anniversary Photos" – CD [2003]
- UBC VT 3153    "International Week 2005" – Produced for UBC International House by  
Hugo Passarello Luna and Kat Single-Dain 2005
- UBC VT 3154    "Aksents - International Week 2006 – March 20-24" – Produced for  
UBC International House – DVD 2006