Registrar's Office
fonds

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Revised by Erwin Wodarczak (2008, 2016), Jennifer Vanderfluit (2016), and Syr Reifsteck (2017)

Last revised June 2017

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

University of British Columbia Archives
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• **Catalogue entry** (UBC Library catalogue)
Fonds Description

23.73 m of textual records.
451 reels of microfilm.

Administrative History
The British Columbia University Act (1908) stipulated that there should be an appointed Registrar whose duty was to "keep all the necessary records and accounts, and to perform other such duties as may be required of him by the Senate or Board." Over the years, the role of Registrar at UBC has evolved into a position between that of a senior academic officer and a senior records clerk. The major functions of the Registrar’s Office include: serving in a secretariat capacity to the Senate and Faculties; implementing admission requirements as determined by the Senate; maintaining student records; providing examination scheduling, room booking and invigilation assignments for examinations; and, participating in graduating ceremonies at the University. Since 2002 the Registrar’s Office has been subsumed within Enrolment Services, headed by the Associate Vice-President and Registrar.

Custodial history
The records from the Registrar’s Office have been received several separate accessions. The first resulted from a sampling of a large body of stored records. The records in the other major accessions came to the Archives in 1985 (Boxes 50-80), 2007 (Boxes 81-91), 2015 (Boxes 92-110), and 2017 (Boxes 111-114).

Scope and Content
The fonds consists of records dating from 1907 to 2008, which provide a unique source of information particularly about student-related matters such as grades, university admissions, graduation and examinations. In addition to records generated by the Registrar’s Office itself, there are also Faculty records (1915-1963) which were probably maintained by the Registrar who served as the secretary to Senate. The Registrar’s Office also maintained the records of the Senate’s committees, reports, and elections (1912-1930). There are also records related to the Sopron Division of the Faculty of Forestry (1957-2007). These records include handwritten transcripts and correspondence. The records have been largely retained in their physical order in which they were acquired - as a result, records from different series are often inter-filed together, making it difficult to distinguish them with any accuracy. The records on microfilm include correspondence, student registration cards, academic records, and information on scholarships and bursaries dating from 1913 to 1968.
The Registrar's Office also collected copies of student examinations. In 1993 copies of student examinations from 1915 to 1969 were microfilmed and the originals destroyed.

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

File list available.

Restrictions apply.
Series Descriptions

**Registration Cards Series** - 1910-1920.
1.28m of textual records.

The series consists of student registration cards with names and personal information. The cards indicate faculty of the student, their year, and the courses requested in each session.

**Military Training at UBC Series** – 1919-1945.
48cm of textual records.

The series consists of records documenting UBC’s and UBC students’ involvement in World Wars I and II. It includes Military Education committee minutes, rolls of enlistees, military training related correspondence and reports, and correspondence with and records from the Canadian Officer’s Training Corps and Canadian Legion Education Service.

**Student Correspondence Series** – 1916-1960.
3.96m of textual records.

The series consists of correspondence about and with students. It includes correspondence inward and outward with students, potential students, the Committee on Student Affairs, the Rhodes Scholarship, the Alma Mater Society as well as various principals, superintendents, organizations and registrars at other universities. Correspondence topics include admissions, credit for courses, extensions, certificates, coursework, marks and examinations.

3.49m of textual records.

The series consists of records relating to graduate students and coursework at the university. Most of the records consist of the minutes and recommendations from the Committee on Graduate Studies. A subseries includes lists of graduating students and members of convocation until 1980. The series also includes files on M.A. applicants, graduate coursework, and registration cards. After 1921, these graduate student records were instead kept by the relevant deans.

**Scholarships and Bursaries Series** - 1916-1936.
69cm of textual records.
The series consists of records that relate to scholarships and bursaries allocated to students. Records contain information about the names of scholarship recipients, the amount of the award, specific scholarship programs, and related correspondence. The series also includes the minutes and correspondence of the Committee on Scholarships and Prizes.

**Short Courses Series** - 1916-1952.
28cm of textual records.

The series consists of records relating to the administration of short courses. It includes pamphlets promoting various courses, student registration cards, applications and correspondence with faculties.

**Faculty Committee on Student Affairs Series** - 1916-1935.
36cm of textual records.

The series consists of the records of the Student Affairs Committee. It was one of several committees established at the first meeting of the Faculty of UBC in 1915. The others included Library, Graduate Work, Course and Calendar, Students' Standing and Admissions, Military Education, and Academic Costume. The Faculty Committee on Student Affairs was responsible for making recommendations to the Board of Governors in all matters relating to students. In serving as a medium for communication between the staff and the student body, the committee had to approve minutes and constitutional changes for all student organizations on campus including the Alma Mater Society. The series includes minutes of the committee, student council, and other student organizations.

**Miscellaneous Records Series** - 1912-1962.
2.15m of textual records.

The series consists of various records and correspondences under the registrar’s care. It includes topics such as inter-university exchanges, convocation records, senate records, various committees, information from other universities, directed reading courses and other misc. matters.

451 reels.

The series consists of copies of student examinations. The originals were destroyed in 1993. The microfilm copies are available on reels in the microform section of the
Koerner Library (AW 1.R7655). For examinations after 1969 see the UBC Undergraduate Student Examination Collection.

9.13m of textual records.

The series consists of records of the general files of the registrar. It includes the registrar’s files on a variety of topics relevant to their role. Folders contain correspondence, memoranda, reference material, handwritten notes, notices, forms, policies, templates and the like.

The original order of this series has been maintained. The series is arranged alphabetically by topic and then by year.

**Faculty Records Series** - 1930-1963.
72cm of textual records.

The series consists of records from the registrar’s role as secretary of Faculty. It includes minutes, meeting materials, and correspondences from meetings and committees of the various faculties.

7cm of textual records.

The series consists of records relating to the Sopron Division of the Faculty of Forestry. Between 1957 and 1961, students and faculty from the Sopron University of Forestry in Hungary joined the Faculty of Forestry as a special division following the Hungarian Revolution. Within these records are materials relating to the roughly 200 students and 14 faculty members including transcripts, correspondence, and a history of the school.

49cm of textual records.

The series consists of records for the planning and execution of the College and University Machine Records Conference. It includes meeting minutes, research materials, funding documents, related correspondence, promotional materials, and registration information.
File List

REGISTRATION CARDS

BOX 1  1910-1913

BOX 1a  1914/15-1915/16

BOX 1b  1916/17-1917/18

Registration Cards - Continued

BOX 2

MILITARY TRAINING AT UBC -- World War I

2-1 Military Committee (UBC Canadian Officers' Training Corps) - Minutes (1915-1918)
Service Rolls - Students Enlisting in the Active Militia (1918)

2-2 Attendance Rolls [Kept by H.F.G. Letson] (1915-1919)

2-3 Nominal Roll - "Men of UBC" [C.O.T.C. - B.C. Contingent] (1918/19)

2-4 Committee on Military Education (1919)
Honor Roll for Calendar (1919)

2-5 Letter from Letson to President of the Military Committee Describing The Records Turned Over to the Committee (1919)

2-6 Certificates of Enlistment (1918)

2-7 C.O.T.C. Enlistment Results (1916-17)

2-8 "Military Training" - Lists, Correspondence, Reports (1917-1918)

2-9 "Soldiers of the Soil" Program - Reports of High School Principals [Writing on behalf of those who were unable to finish their courses because of war duties]
Applications of Students Serving Overseas for Their Undergraduate Matriculation Certificates

Certificates of Enlistment

Certificates of Standing (1916)

Report of the Number of Students that Each Dept. Could Accommodate (1919)

Military - Continued

GENERAL STUDENT CORRESPONDENCE -- Inward and Outward (1915-16)

A - De

Di - Ki

L - R

S - Z

Committee on Student Affairs - Correspondence (1916)

McGill University College of B.C. Students to be Enrolled at UBC - Correspondence, Lists (1915-1916)

Matriculation Board - Correspondence (1916)
J.A. Nicholson [Registrar McGill U.] - Correspondence (1915-1917)

Rhodes Scholarships - Correspondence, Applications (1915-1916)

Alexander Robinson [Superintendent of Education] – Correspondence (1916)

Alexander G. Smith [Principal of Victoria High School] - Correspondence (1916)

Memorandum Re: Establishing Permanent Site for University [n.d.]

F.F. Wesbrook - Correspondence (1915-1916)

S.J. Willis [Principal Victoria High School] Correspondence (1916)

Student Correspondence (1916/17)

BOX 8

A - Dy

BOX 9

E - My

BOX 10

La - Ph

BOX 11

Pi - Z

BOX 12

Certificates of Standing (1917)

Civil Service (1917)

W.H. Cullin [King's Printer] - Correspondence (1917)
12-4 Dominion Express - Receipts (1917)
12-5 J.D. MacLean [Minister of Ed’n] Correspondence (1917)
12-6 Medical Certificates (1916-1917)
12-7 Mid-Term Examination Papers (1917)
12-8 J.A. Nicholson - Correspondence (1916-1917)
12-9 Recruiting Fund of the 196th (Western Universities Battalion) - List of Donations (1917)
12-10 Reports from Other Universities Re: Language Used in the Conferring of Degrees in Science, etc. (1917)
12-11 Rhodes Scholarships - Applications (1917-1919)
12-12 John Ridington [Acting Librarian] Correspondence Re: Book Orders (1916-1917)
12-13 Alexander Robinson - Correspondence (1917)
12-14 Alexander G. Smith - Correspondence (1917)
12-15 F.F. Wesbrook - Correspondence and Information Sheets Indicating Dept./Name/Subject/Rank/Salary/No. of Students/Hours of Teaching/Other Duties (1917)

Correspondence - Continued

REGISTRATION CARDS (cont.)

BOX 13

Student Registration Cards (1918-1920)

BOX 14
STUDENT CORRESPONDENCE (cont.)

Student Correspondence (1918)

14-1/9 A - C

14-10 Bursar - Payment of Scholarship Money, Refunds, etc (1918)

14-11 Certificates of Standing (1918)

14-12 Circulars Re: Scholarships Offered at the U. of Toronto (1918)

14-13 Civil Service - Notice of Job Vacancies (1918)

14-14 W.H. Cullin - Requests for Printing of Examination Papers (1918)

BOX 15

15-1 Medical Certificates - Reasons for Absence (1918-19)

15-2 J.D. MacLean - Correspondence (1919)

Student Correspondence (1919)

15-3/8 Mac - N

Correspondence - Continued

BOX 16

GRADUATE RECORDS

16-1/5 Committee on Graduate Studies (1917-1921)

16-6 Dr. Hutchinson [Sec. of Comm.] - Correspondence (1919-1920)

16-7/9 Files on M.A. Applicants
16-10  Registration, Applications, and Student Records Cards (1918-1920)

Graduate records - continued

BOX 17

SCHOLARSHIP RECORDS

17-1/11  1916-1927

BOX 18

18-1  Prizes and Scholarships - Correspondence (1920)

Public Health

18-2  Laboratory - Correspondence (1920)

18-3  Nursing - Correspondence, Reports and Printed Material Re: Establishment of Short Course in Public Health Nursing (1918-1920)

18-4  Publications Board - Ubysssey (1920)

18-5  Public Health Committee - Red Cross Chair - Correspondence, Reports (1920)

18-6  Repatriation League - Correspondence (1920)

Rhodes Scholarships

18-7  Statements and Memoranda Re: Scholarships (1905-1921)

18-8  Memoranda (1919-1921)

18-9  John Ridington - Correspondence and Report Re: Purchases, Repairs, Meeting of the Library Committee. "Report of the Survey of the University Library" by W.E. Henry (1920)

18-10  Registrar's Correspondence with the President and Application of Stanley Matthews for the Position of Registrar at UBC (1919-1920)
<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Year</th>
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<tbody>
<tr>
<td>18-11</td>
<td>Rockefeller Foundation - Correspondence</td>
<td>(1920)</td>
</tr>
<tr>
<td>18-12</td>
<td>Rotary Club - Correspondence, Notices, Memos</td>
<td>(1920)</td>
</tr>
<tr>
<td>18-13</td>
<td>Royal Society of Canada - Correspondence Inward and Outward from the President and Board of Governors with the R.S.C.</td>
<td>(1920)</td>
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</table>

**Scholarships - Continued**

**BOX 19**

**CORRESPONDENCE (cont.)**

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Year</th>
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</thead>
<tbody>
<tr>
<td>19-1</td>
<td>Summer Courses - Printed Material, Correspondence</td>
<td>(1920)</td>
</tr>
<tr>
<td>19-2</td>
<td>Student Data - Registration</td>
<td>(1920-1926)</td>
</tr>
<tr>
<td>19-3</td>
<td>Students' Council - Correspondence</td>
<td>(1920)</td>
</tr>
<tr>
<td>19-4</td>
<td>Theological College Applications</td>
<td>(1920)</td>
</tr>
<tr>
<td>19-5</td>
<td>Universities - Salary at Other....</td>
<td>(1919-1921)</td>
</tr>
<tr>
<td>19-6</td>
<td>Universities Bureau of the British Empire - Minutes</td>
<td></td>
</tr>
<tr>
<td>19-7</td>
<td>University Site (Road to) - Correspondence, Reports</td>
<td>(1920)</td>
</tr>
<tr>
<td>19-8</td>
<td>War Museum (Ottawa)</td>
<td></td>
</tr>
<tr>
<td>19-9</td>
<td>Western Canadian Society of Agronomy - Correspondence</td>
<td>(1920)</td>
</tr>
<tr>
<td>19-10</td>
<td>Western Horticulturalists, Entomologists, and Plant Pathologists - Notice of Annual Meeting</td>
<td>(1920)</td>
</tr>
<tr>
<td>19-11</td>
<td>Westminster Hall - Minutes Correspondence</td>
<td>(1919-1920)</td>
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<tr>
<td>19-12</td>
<td>Women's Auxiliary - 196th Western Universities Battalion - D Company</td>
<td></td>
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<tr>
<td>19-13</td>
<td>Y.M.C.A. and Y.W.C.A. - Correspondence, Minutes</td>
<td>(1920)</td>
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</tbody>
</table>
19-14/16  Students and Faculty (1920)

**Correspondence - Continued**

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**SHORT COURSES**

Agriculture (1923-1932)

20-1  Misc. Pamphlets (1923)

20-2/5  Course Forms and Correspondence

**BOX 21**

Applications for Admission to UBC (1924-1927)

**BOX 22**

22-1  Victoria College - Correspondence (1928)

22-2  Universities - Registrar's Request to Registrar's at Other Universities for Calendar and Student Information (1928)

22-3/5  Correspondence Re: Admissions, Requests and Information U-Z (1928)

**Short Courses – continued**

**SCHOLARSHIPS (cont.)**

**BOX 23**

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BOX 24

Inter-University Exchanges (1930-1939)
24-1 Exchange of Professors - Correspondence (1927-1937)
24-2/6 Inter-University Exchange of Students (1929-1939)

BOX 25

Committee on Examination Arrangements - Examination Records (1931-1933)
25-1/2 Reports, Correspondence
25-3 Notes on Examinations - Dates and Places
25-4 Master Sheet of Examinations
25-6 Examination Timetable (1931)

Miscellaneous – continued

BOX 26

SCHOLARSHIPS (cont.)

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26-1 Minutes, Reports (1932-1933)
26-2 Correspondence - Outward (1933-1936)
26-3 Correspondence - Inward (1933-1936)
26-4 Commonwealth Fund Fellowship - Correspondence, Printed Material (1930-1933)
Carnegie Scholarship - Correspondence, Printed Material (1935-1936)

LeRoy Memorial Scholarship (1930)

Committee Chairman’s (Harry T. Logan) Records

Correspondence (1916, 1934-1935)

Scholarships (1933-1935)

Special Bursaries (1934-1936)

Printed Material, Correspondence (1933-1935)

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Information from Other Universities


"Manual of the School Law and Regulations of New Brunswick" (1929)

"Courses of Study and Examinations" [Ontario] (1929)

Correspondence with Can. University Registrars Re: Operation of the Registrar's Office (1932)

Correspondence with other Can. Universities (1930-1931)

Carnegie Corporation Project Records

Joint Faculty Comm. on the Offer of the Carnegie Corporation - Minutes, Correspondence, Reports (1933-1934)

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29-5 "Student Load" - Correspondence (1935)

29-6 Special Exams - Applications and Correspondence (1935)

29-7/9 Directed Reading Courses and Examinations at Outside Centres - Correspondence (1935-1940)

BOX 30

Department of University Extension (1937-1943)

30-1 Report of the Director of Extension (1937)

30-2 Annual Report of the Dept. of University Extension (1939)

30-3 General Botany Course - Printed Material (1938-39)

30-4 "Dominion-Provincial Youth Training Program - Rural Occupational Schools" (1938-1939)

30-5 Visual Instruction Service - Printed Material (1939-40)

30-6 Phonograph Record Loan Service - Catalogue (1941)

30-7 Evening Class Pamphlets (1941-1942)

30-8 "Educational Program for B.C. Fishermen" (1942-1943)

30-9 Summer School Activities – Pamphlets

Correspondence - Continued
MILITARY (cont.)

Canadian Officers' Training Corps (C.O.T.C.)

30-10 Correspondence and Applications Re: Employment Opportunities with the R.C.A.F. (1937-1938)

30-11 Applications and Correspondence Re: Credits for C.O.T.C. Work (1939)

30-12 Applications for Partial Course Credit - Denied (1939-1940)

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31-1 Bursary Awards - General (1939-1943)

31-2 War Service Bursaries - Recipients (1942-43)

31-3 National Selective Bursaries - Recipients and Correspondence (1943)

Youth Training Bursaries

31-4 Youth Training Project - Establishment of Bursaries (1939)

31-5 F.T. Fairy [Director of Technical Instruction, Victoria] (1939-1940)

31-6 Correspondence Re: Applications (1939-1941)

31-7 Applications Returned to Col. Fairy’s Victoria Office (1940-1942)

31-9 Dominion-Provincial Youth Training and War Service Bursary (1942)
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32-6 Alumni Association - Correspondence (1943)

32-7 Athletics - "Eligibility Report" (1943)

32-8 Bills (1943)

32-9 Bursar - Correspondence (1943)

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Directed Reading Courses (1938-1949)

33-1 Circulars Re: Directed Reading Courses Offered (UBC) (1938-1944)

33-2/3 Copies of Examinations and Related Correspondence (1940-1943)

33-4 Class Lists and Correspondence (1943-1944)

33-5 Copies of Examinations and Originals (1944)

33-6 Copies of Examinations and Related Correspondence (1944-1945)

33-7 Correspondence Re: Examinations (1948-1949)

33-8 Examinations and Invigilators Reports (1949)

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MILITARY (cont.) - Mobilization Board

34-1 Agenda (1943)

34-2 Student Information [by Faculty] (1943)

34-3 Filing Copies of Information (1944)

34-4/8 National Selective Service (Mobilization Section) - Student Records and Standing (1943)

BOX 35

Canadian Legion Educational Service (1943-1945)

35-1 Canadian Legion - "Correspondence Courses Offered by Can. Universities" (1941, 1943)

35-2 Correspondence Re: Correspondence Courses at UBC (1943)

35-3 Applications and Correspondence (1943)

35-4 Applications and Correspondence - **Operational (1943)
   [A distinction was made between those individuals engaged in operational duty' and 'non-operational duty'. The R.C.L. paid for one course at a time for members in the former category while the others had to pay $10 per course and the cost of texts.]

35-5 "Non-Operational" - Applications and Correspondence (1943-1945)

35-8 Registration Cards (1943-1945)

BOX 36

STUDENT CORRESPONDENCE (1946) (cont.)

36-1/3 Cr - De
36-4  Canadian Officers' Training Corps - Annual Reports (1939-1945)
36-5  Department of National Defence - Correspondence (1945)
36-6  Dependents Allowance Board (1945)
36-7  Divisional Registrar - Correspondence (1945)
36-8  Direct Reading Course Requests - Correspondence (1946)

BOX 37

A - Fi

BOX 38

Fi - Ph

BOX 39

Pi - Z

BOX 40

40-1  Institute of Chartered Accountants - Reports on Academic Standing (1949)
40-2  Alma Mater Society - Correspondence (1949)
40-3  Bursar (R.M. Bagshaw) - Correspondence, Time Sheets (1949)
40-4  Convocation - Misc. Correspondence (1949)
40-5  Canadian Passenger Association - Correspondence Re: Student Travel (1949)
40-6  Department of Education (Victoria) - Correspondence (1949)
40-7  Department of Veteran's Affairs - Correspondence Re: Students (1949)
40-8  Faculty - Correspondence, Printed Material, Forms (1949)
<table>
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<tr>
<th>Box</th>
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<tr>
<td>40-9</td>
<td>Fees - Correspondence (1949)</td>
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<td>40-10</td>
<td>Fines - Medical, Library (for which marks were withheld) (1949)</td>
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<td>40-11</td>
<td>Nursing - Correspondence (1949)</td>
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<td><strong>BOX 41</strong></td>
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<tr>
<td>41-1</td>
<td>President’s Office - Correspondence, Notices (1949)</td>
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<td>41-2</td>
<td>Provincial Normal School (A.R. Lord - Principal) - Correspondence (1949)</td>
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<td>41-3/4</td>
<td>Special Examinations - Applications (1948-1949)</td>
</tr>
<tr>
<td>41-5</td>
<td>Summer Session Schools (Proposed) - Printed Material (1949)</td>
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<td>41-6</td>
<td>Universities - Correspondence With Other Universities (1949)</td>
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<td>41-7</td>
<td>United States - Education - Correspondence (1949)</td>
</tr>
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<td>41-8</td>
<td>Unsigned Correspondence (1949)</td>
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<td>41-9</td>
<td>Victoria College - Correspondence (1949)</td>
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<td><strong>BOX 42</strong></td>
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<tr>
<td>42-1/4</td>
<td>Correspondence (1947-1951)</td>
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<tr>
<td><strong>&quot;East Indian Files&quot; (1947-1951) - Primarily Correspondence With Foreign Students Interested in Attending UBC</strong></td>
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<td>42-5/7</td>
<td>Correspondence (1949-1951)</td>
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<td><strong>BOX 43</strong></td>
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<tr>
<td></td>
<td>Correspondence (1960) Re: Admissions to UBC - S - Sti</td>
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<td><strong>BOX 44</strong></td>
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</tr>
</tbody>
</table>
Correspondence (1960) Re: Admissions to UBC - Sti - V

BOX 45

Alma Mater Society (Students' Council) Records (1918-1925)

45-1 A.M.S. Minutes (Sept. 1918-1925)
Constitutions and Revisions
Financial Records (1918-1919)

45-2 Correspondence (1921-1922)
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45-3 Minutes (September 1921-May 1922)
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45-4 Minutes (1924)
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45-5 Minutes (1925)

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FACULTY COMMITTEE ON STUDENT AFFAIRS (1917-1935)

46-1/2 Committee Minutes (1916-1918)

46-3 Students' Council/A.M.S. - Minutes, Reports, Correspondence (1918-1921)

46-4 Committee Correspondence (1919-1921)

46-5 Misc. Correspondence and Reports (1921-1922)

46-6 Committee Correspondence With Deans (1921)

46-7 Committee Correspondence With President (1921-1923)

46-8 Students' Council - Minutes (1921-1923)
Joint Committee on Student Affairs (F.C.S.A. and Committee of the Students' Council) - Minutes (1922-23)

Committee Minutes (1924-1925)

Committee Minutes (1925)
Student Council Minutes (1924-1925)

Student Council Minutes (1925-1926)

Committee Minutes (1927-1929)

Students' Council Minutes (1927-1928)

Students' Council/A.M.S. Minutes (1928-1929)

Minutes of Various Student Organizations (1927-1929)

Committee Minutes (1929-1930)

Students' Council Minutes (1929-1930)

Minutes of Various Student Organizations (1929-1931)

Students' Council/A.M.S. (1930-1932)

Minutes of Various Student Organizations (1931-1932)

Committee Minutes (1931-1932)

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A.M.S. Constitution (1934)

Committee Minutes (1935)
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47-1 Examination Papers (1916)

47-2 Faculty Association. War Memorial Committee - Correspondence (1921-1925)

47-3 Foreign Students - Applications (1926-1934)

47-4 Constitution of the Faculties - Minutes, Reports, Correspondence (1920-1932)

47-5 Requirements for University Entrance and Senior Matriculation - Correspondence, Printed Material (1946-1947)

47-6 "Honorary" and "Ad Eundem" Degrees - Correspondence (1921-1937)

47-7 Recognition of B.C. Matriculation by University of London - Correspondence (1933-1935)

47-8 Valuation of Canadian Credentials by American Universities - Correspondence, Reports (1921-1942)

47-10 Valuation by British Universities - Correspondence, Reports, Printed Material (1924-1937)

47-11 Bursar - Inventories (1922-1942)

47-12 Bursar - Calendar Binding - Correspondence (1934-1940)

47-13 Association of Canadian Universities - Correspondence (1932-1943)

47-14 "Irregular Cases" [Forged Certificates] - Correspondence, Printed Material (1927-1949)

47-15 Director of Summer Session - Reports (1930, 1931, 1934, 1935, 1937)
Convocation Registers (1912-1962)

Six bound registers containing the names, date of graduation and addresses of the members of Convocation.

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1912-1925

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1926-1933

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1934-1939

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1940-1945

BOX 52

1946-1948

BOX 53

1948-1962

BOX 54

McGill University College of B.C. - Register of Students (1907-1915)

One bound volume containing the names of the students who attended M.U.C.B.C. (1907-1915).
Committee on Admission, Standing and Courses (1915-1955)

These records include minutes with alphabetical indexes to the names of students whose cases came before the committee. The Registrar always served on this committee.

55-1/4 1915-1949

55-5 Faculty of Applied Science (1951-1953)

55-6 Faculty of Arts and Science (1950-1955)

Matriculation Board of Examiners (1916-1943)

Composed of UBC professors and members of the Dept. of Education (Victoria), the Board prepared and examined Junior and Senior matriculation papers in various subjects. A few years after its inception its name was changed to the High School and University Matriculation Board of B.C.

55-7 Minutes (1916-1918)

55-8 Correspondence, List of Board Members (1918-1948)

55-9 Minutes, Correspondence, Clippings (1920-1943)

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55-10 Materials include forms and correspondence with students seeking to clarify their status and offering reasons why requests for registration might be considered.

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Short Courses - Names and Addresses of Participants in short courses at UBC (1916-1952)

MISCELLAENOUS (Cont.)

Specimen Letters (1921-1933)

Fellowship, Scholarships and Prizes [Won by Graduates (or Undergraduates) of UBC] - Arranged Alphabetically by Name (1916-1946)

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57-1 Forms, Invitations, Tickets

57-2 List of Official Representatives/Hotel Reservations

57-3 Universities Not Sending Representatives” - Correspondence

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57-7 Honorary Degrees Awarded (1925)
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REGISTRAR’S GENERAL FILES

58-1/19  Financial/Personnel Records (1919-1949)
This material consists of financial estimates of operating the Registrar’s Office. Arranged chronologically, this series also includes records of appointments and salary increases for office personnel.


58-21  Fees - Misc. - Correspondence, Clippings, Reports (1935-1944)

58-22  Degree Charts - Number of Each Degree Granted by Year (1916-1958)

58-23  Registration Lists - Yearly Student Breakdown by Faculty (1915-1956)

58-24  Faculty Council - Constitutions of A.M.S. (1935)
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        Reports (1928-1935)

58-25  Royal Military College - Correspondence, Printed Material (1941)

58-26  Canadian Legion War Service - Educational Service Correspondence, Reports (1942-1943)

58-27  Register and Seating Arrangement for Exams (1945-1946)

58-28  Department of Education - Correspondence (1954-1967)

58-29  Faculty of Education - Correspondence (1958-1968)

58-30  University of Victoria and Victoria College - Correspondence (1959-1968)

Quebec Schools - Curriculum Information (1966)

Alumni Association Files - E.B. Abernethy (1924-1945)

Alumni Association Constitutions (1929, 1940)
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List of Members of Convocation (1924)
Alumni Directory (1925)

Questionnaire Returns from Other Canadian Universities Re: Records-Keeping Procedures for Graduates' Records (1926)

Records Re: Filing Systems (1926)

Proposal to Integrate Records of Graduates between A.A. and Registrar's Office [n.d.]

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Changes of degrees and Subsequent Degrees Added - Correspondence (1932-1945)

List of Members and Changes of Address (1951)

Information on Graduates by Department/Faculty (to 1932) - Agriculture, Chemistry, Civ. Engineering, Commerce, Elect. and Mech. Engineering, History, Mathematics, Mining and Metallurgy, Nursing and Public Health, Philosophy, Physics

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Miscellaneous

Registrar's General Files - Continued
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GRADUATE RECORDS (cont.)

Congregation Records (1916-1945)

Files include instructions to graduates elect, list of graduates, synopsis of results, scholarship lists, programs and printed material.

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Congregation Records - Cont’d (1945-1952)

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62-1/6 Convocation Files (1920-1939)

Members of Faculty to Become Members of Convocation - All persons holding academic office were from time to time added to the role of Convocation by the Registrar on instruction from the President. The series consists of correspondence from the Registrar inquiring if faculty members wished to become members of Convocation. Required information included degrees held, from where obtained, and dates on which they were conferred.

Convocation Rolls

62-7/8 Correspondence Re: Address and Other Information Changes (1924, 1926/27)

62-9 Members of Convocation - Degrees to be Added (1927-1928)

62-10 Annual Convocation - Minutes and Agendas (1922-1928, 1936-1944)


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Graduate Records - continued
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63-1 Attendance 1915-1920 (By Session and Faculty)
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63-2 Summary of Enrollment (1915-1964) - Arranged chronologically by Faculty (Usually by men and women)

63-3 Summary of Various Fees Charged in Faculties (1926)

63-4/8 Registrar's Report to the President (1928-1961)
This information which is generally included in the "President's report" consists of records of the number of students by Faculty/Year/Home Address/Nationalities/Occupations of Parents/Scholarships and Degrees Conferred.

63-9/10 Summer Session - Registration by Year and Course, 1928-1973
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68-25/27 Committee on Exam Results Records (1929-1948) - Reports and Forms

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Registration

75-2 The Royal Institution for the Advancement of Learning of British Columbia (1906-1908)

75-3 List of Graduates by Years (1916-1941)

75-4 Registration (1945-1946)

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75-6 Laws Admissions Committee (1967-1969)
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Registrar's General Files - continued

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79-6  Matriculation - Correspondence, Reports (1916-1921)
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<th>Years</th>
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<td>Academic Concessions</td>
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<td>01-02-11</td>
<td>Enrolment: English Wait Lists</td>
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19-31-03 SCL -- Einblau Survey  1997

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19-37-02 Staff Development -- Team Building  1991
19-37-04 Staff Development -- Total Quality Mgmt  1990-1993
19-37-10 Staff Development -- Challenge of Change  1993
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19-43 SIMPL -- Management Group -- (Defunct) [n.d.]
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01-36-09 Awards - scholarships, endowment fund raising. – Reports, correspondence. 2000-2005
01-36-10 Awards & fin aid - Canada student loan program. – Correspondence, notes. 2004-2005.
01-36-11 AFA millennium scholarships. – Correspondence. 2002-2005.
01-36-13 AFA - passport to education. – Correspondence. 2000.
01-36-14 AFA - workstudy. – Correspondence. 2002-2006.
01-36-16 Awards & fin aid commerce. –Correspondence. 2003.


02-03 BC campus. – Minutes, agendas, correspondence, reports, presentation slides. 2 folders. 2003-2007.

02-04 Business cards. – 2002.

02-06 Brock hall health + safety committee. – Correspondence, minutes. 2002-2005

02-07 BC registrar’s assoc. – Minutes, agendas, correspondence, reports, presentation slides. 2 folders. 2000-2007.

02-07-03 BC Registrar’s workshop “Talk given 94.03.18”. – Talk script, transparencies. 1994.

02-09A Brock Hall Redevelopment Committee / Phase 1. – Correspondence, plans. 1989.

02-09C Brock Hall Redevelopment Committee / Phase 1. – Correspondence, plans. 1991-1992.

02-09-01C Brock Hall, Ad Hoc Coordination Committee. – Correspondence, minutes, agendas. 1992-1993.

02-09-01D Brock Hall, Ad-Hoc Coordination Committee. – Correspondence. 2 folders. 1992-1993.

02-09-01.1 Brock Hall, Ad Hoc Coordination Committee - Minutes. – Correspondence, minutes, agendas. 1991-1993.

02-09-01.1 Brock hall. – Correspondence. 2000.

02-09-01.2 Brock Hall furniture & equipment. – Correspondence, minutes. 1991-1993.

02-09-02 Brock Hall Networking Subcommittee. – Correspondence, minutes. 1991-1994.

02-09-03 Brock hall plans. – Building plans, correspondence. 1991-1992.

BOX 93


02-10B B.C. Council on Admissions & Transfer. – Correspondence, feasibility studies, reports, agendas, minutes. 1992-1996
02-16-03.1 Budget, innovation fund proposals (1994/95). – Correspondence, reports. 1994.
02-16-03.3 Budget, 97/98 income expense acts. – 1999.
02-16-04.6 Budget, 98/99 income + expense sheets. – 1999.
03-01-02A Centre for con’t education, general. – Minutes, correspondence, agendas, reports. 1990-1996.
03-13 Committee on liaison with other postsecondary institutions. – Correspondence, minutes, agendas. 1986-1987.
03-21 B.C. colleges - general. – Correspondence. 1986-1990.
03-21-01 B.C. colleges - Camosun College. – Correspondence. 1988-1998.
03-21-02 B.C. colleges - Capilano College. – Correspondence. 1988-1990.
03-21-03 B.C. colleges - University College of the Cariboo. – Correspondence. 1989-1999.
03-21-04 B.C. colleges - Columbia College. – Correspondence. 1986-2004.
03-21-05 B.C. colleges - Coquitlam College. – Correspondence. 1989-1990.
03-21-07 B.C. colleges - East Kootenay Community College. – Correspondence. 1989.
03-21-08 B.C. colleges - Fraser Valley College. – Correspondence. 1988-1993.
03-21-09 B.C. colleges - Kwantlen College. – Correspondence. 1987-1992.
03-21-10 B.C. colleges - Malasina. – Correspondence. 1988-1995.
03-21-12 B.C. colleges - University College Vancouver "New Summits". – Correspondence. 1986-1989.
03-21-13 B.C. colleges - North Island College. – Correspondence. 1989-1990.
03-21-15 B.C. colleges - Northwest Community College. – Correspondence. 1989-1990.
03-21-17 B.C. colleges - Open Learning Institute. – Correspondence. 1985.
03-21-18 B.C. colleges - Selkirk College. – Correspondence. 2000.
03-21-19 B.C. colleges - Vancouver Community College. – Correspondence. 1985-1991.
03-21-20 B.C. colleges - Yukon College. – Correspondence. 1981-1990.
03-21-22 Bible colleges - Langara Colleges. – Correspondence. 1994.
Continuing education task force. – Correspondence, reports, agendas, minutes. 1989-1990.

Classroom support committee. – Correspondence, reports, agendas, minutes. 1990-1993.

Commonwealth of learning. – Correspondence. 1989-1990.

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Campus advisory board on student development. – Correspondence, minutes, agendas, printed materials. 1999-2000.

CAUBO awards program. – Correspondence. 1993-1996.


Continuous improvement: executive cmtee. – Correspondence, minutes, agendas, printed materials. 1994-1995.


Continuous improvement: Canada Quality Fairy "CI in Student Services". – Printed material, overheads (paper copies). 1995.

Computing & communications review committee. – Correspondence, reports. 1995-1996.


Disability resource centre. – Correspondence, reports. 1989-1994.

Enrolment services - general. – Presentation slides, reports. 2001-2003.

Enrolment services - administration. – Schedule. 2001.

Enrolment services - enrolment reporting and statistics. – Reports. 2003.


Enrolment services - joint programs UBC/SFU. – Correspondence, reports. 2004.

Enrolment services - REG, registrar’s executive group. – Agendas, correspondence.2005.

Enrolment services - SIMPL, student info mgmt plan, BPR, bus proc re-eng. – Correspondence, reports, presentation slides, agendas. 2001-2005.

Enrolment services - student complaints. – Correspondence, report. 2001-2002.
Enrolment services - student information system. – Forms, instruction for system. [200-?]
Enrolment services - transaction planning. – Correspondence, notes, policy, checklists, reports, agendas. 2001.
Enrolment services-access studies. – Correspondence, reports. 2004.
Enrolment services - associate deans, student services - meeting notes. – Agendas, meeting notes. 2002-2003.
Enrolment management committee 2003. – Committee notes, agendas, presentations. 2003.
Examinations - committee and correspondence. – Correspondence. 2004
Examinations - scheduling. – Correspondence, policy. 2004.
Exam hardship. – Correspondence. 2003.
Exams - Osborne ctr. – Correspondence. 2001.
Exam disruption. – Correspondence. 2003.
Extra sess, coord of hrs in sts. – Correspondence, notes. 2000.
Elections, board & senate. – Correspondence, policy. 2001-2004.
English language institute. – Correspondence. 2005.
Employee of the month. – Correspondence. 2001-2002.
Employment policies. – Snow plan policies. 2004
Employee satisfaction survey project. – Correspondence. 2004.
Environmental protection policy. – Notes. 2000.
Employee satisfaction survey project. – Correspondence. 2004.
ESMC enrolment services management committee. – Agendas, notes, minutes, reports, correspondence. 2001-2004.
Enrol serv management c. – Agendas, notes, minutes, reports, correspondence. 2 folders. 2003-2005.
Enrolment services management committee. – Agendas, notes, minutes, reports, correspondence. 2006.
E-services steering committee. – Agendas, minutes, correspondence. – 2002-2005.
05-22 Educational testing service. – Correspondence, agendas, reports. 2001-2002.
05-23 E-Strategy advisory council. – Correspondence, agendas, reports. 2002-2004.
06-01-01D Fees: proposals, approvals, notification / from board of gov. – Correspondence. 1998-2006.
06-01-02 Fees - miscellaneous correspondence. – Correspondence. 2002-2006.
06-01-03 Fees - policy 67 / late payment of fees & accounts. – Correspondence, policy. 2002.
06-01-05 Fees - application. – Correspondence, reports, policy. 1999-2002.

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06-01-06 Fees, consultation. – Correspondence, policy. 1994-2002.
06-01-08 Fees - student society. – Correspondence. 2000.
06-01-10 Fees - differential. – Correspondence. 2006.
06-01-11 Fees, graduate. – Correspondence. 2000-2002.
06-01-12 Fees - tuition (includes fee rebates). – Correspondence, policy, reports. 2002.
06-01-20 Fees - registrar’s office. – Correspondence, reports. 1992-1994.
06-01-22 Fees, international (market based and fee categories). – Correspondence. 2002-2006.
06-01-23 Fees, registration deposit. – Correspondence, policy, reports. 2004.
06-01-24 Fees non-instructional. – Correspondence, policy, reports, notes. 2002.
06-02 First year students’ committee. – Correspondence. 1983-1992.
06-03 FirstStudentLoan. – Correspondence. 2004.
06-05 Faculty of graduate studies. – Correspondence, policy draft. 2005.
06-09 Faculty records - retirement age. – Correspondence. 1986-1987.
06-12-01 Faculties + schools - AgSc., Appl Sc., Arch; audiology + speech sc. – Correspondence, data chart. 2003.
06-12-02 Faculties + schools - arts. – Correspondence, agendas, reports. 2000-2005.
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<td>Human kinetics; law, library archival + info studies. – Correspondence, printed materials. 2005-2005.</td>
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<td>First Nations house of learning. – Correspondence. 2002.</td>
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<td>Grades - review of assigned standing. – Correspondence, notes. 2000.</td>
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08-08  Hours of services. – Correspondence. 2002-2003.
09-01  Internationalization strategy. – Draft. [ca. 2000].
09-03  IntelliResponse. – Policy. 2003.
09-07-01.1 IH advisory b. redevelopment project. – Notes, correspondence.
2000.
09-08-04A Int activities, exec. cte. – Reports, minutes, correspondence for the
executive committee for international activities. 1990-2000.
09-08-04B Exec. cmt. on int’l activities. – Minutes, correspondence, reports.

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09-10  ISI - correspondence. (includes budget proposals). –
Correspondence, reports. 1999-2006.
09-10A International student initiative steering c. – Minutes,
09-10-01 Int’l student initiative (student serv subcommittee). –
Correspondence, reports. 2002.
09-10-03 ISI - reports/contracts. – Correspondence, reports, contracts. 2001-
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09-10-04.7 ISI administrative staff. – Correspondence, reports, notes. 1999-
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09-10-06A ISI advisory committee. – Minutes, agendas, correspondence,
09-10-06B ISI advisory cmmt. – Minutes, agendas, correspondence, reports.
09-10-07 ISI enrolment serv. subcom. – Correspondence, policy. 2002.
09-10-08 ISI focus groups. – Correspondence, draft report. 2001.
09-10-09 ISI - int’l student working c. – Correspondence. 2002.
09-10-10 ISI funding agreement with ES. – Reports, correspondence. 2002-
2005.
09-10-11 ISI review - Nov 2003. – Reports, correspondence, printed
09-12 International relations. – Correspondence, reports. 1989.
09-17 Issues affecting women students. – Correspondence, reports. 1990-1992.
09-26A Instructional facilities management. – Correspondence, reports. 1998.
09-29.2 IT, adv c on info tech (ACIT) admin systems committee. – Agendas, correspondence, notes, minutes, job descriptions. 1998.
09-29.3 IT, adv c on info tech (ACIT) general. – Agendas, correspondence, minutes, reports. 1996-1999.
09-29.4 IT, adv c on info tech (ACIT) rates committee. – Agendas, correspondence, minutes, reports. 1996-1998.
09-29.5 IT, adv c on info tech (ACIT) security. – Agendas, correspondence, minutes, reports. 1996-1999.
09-29.6 IT, adv c on info tech (ACIT) standards co-op, student project. – Agendas, correspondence, reports. 1999.
09-29.7 IT, adv c on info tech (ACIT) steering committee. – Correspondence, reports. 1999.
09-29.8 IT, adv c on info tech (ACIT) strategic planning. – Agendas, correspondence, minutes, reports. 1997-1999.

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16-17A President's property & planning advisory cmtt (formerly pres. adv. c. on space allocation. – Agendas, correspondence, minutes, reports. 4 folders. 1990-1991.
16-17B President's property & planning advisory cmtt (formerly pres. adv. c. on space allocation. – Agendas, correspondence, minutes, reports. 3 folders. 1992-1995.
16-17-02A President's advisory committee on teaching space. – Agendas, correspondence, minutes, reports. 2 folders. 1990-1994.
16-17-02B President's advisory committee on teaching space (Jan. 1994 -). – Agendas, correspondence, minutes, reports. 1994.
16-17-02C President's advisory committee on teaching space. – Agendas, correspondence, minutes, reports. 2 folders. 1994.
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<td>Queen’s Review Aug/95. – Correspondence, reports, printed material. 1995.</td>
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<td>Recruitment, undergrad student. – Correspondence, reports. 1999-2006.</td>
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<td>Recruitment: Penticton. – Correspondence agendas, policy. 2002.</td>
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<td>Race Relations, President’s Advisory Committee. – Correspondence, reports, printed material. 1990-1991.</td>
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<td>Race Relations, President’s Advisory Committee. – Correspondence, reports, printed material. 1990-1992.</td>
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<td>18-17-05</td>
<td>Registration readiness. – Reports. 2001.</td>
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<td>Round table, VP students. – Agendas, correspondence, minutes, reports. 2001-2002.</td>
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18-24G REG exec meeting - Jan 4/07 to [Mar 22/07]. – Agendas, correspondence, minutes, reports. 2007.

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19-02-18 St. financial assist & awards - undergraduate scholar program. – Correspondence, reports. 2 folders. 2002-2004.
19-04A Space Requirements. – Correspondence, plans, reports, printed material. 1982-1998.
19-08-02 Student Record System - Examinations & Grading. – Senate reports, agenda items, correspondence. 1974-1987.
19-08-03 Student Record System - Fees. – Error reports, correspondence. 1981-1989.
19-08-04 Student Record System - General Correspondence. – 1987.
19-08-05 Student Record System - Master lists. – Correspondence (instructions). 1979.
19-08-06 Student Record System - Papers. – Reports/correspondence (data security). 1979.
19-08-07 Student Record System - project. – Reports, correspondence.

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19-08-11 Student Record System (SRS) - Access. – Correspondence, reports. 1986-1988.
19-08-12 Student Record System - On Line information. – Correspondence, reports. 1983.
19-08-13 Student Record System - Graduate studies. – Correspondence, form template - student progress report. 1983.
19-08-16 Student Record System - Grading system - class roll. – Reports. 1985.
19-09-02 Statistics Canada - Degrees, Diplomas, Certificates Awarded. – Correspondence, reports. 1982-1990.
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<td>Student Information System - Focus. – Correspondence, access agreements.</td>
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<td>Student Information System - Enrolment Statistics. – Correspondence. 1990.</td>
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19-42A  Student Discipline Policy. – Correspondence. 1991-1996.
19-42-01 Student Disciplinary Action Letters (Includes a summary of discipline cases from Dr. Mclean. – Correspondence 3 folders. 1993-1999.
19-42-02 Student Discipline Correspondence with students + misc. – Correspondence. 1986-1997.
19-59 Society for the Education of Young Children. – Correspondence, consent forms. 1993.

BOX 105

19-70A  Student survey, student demographic study committee. – Uncompleted survey documents, minutes, correspondence. 1994.
19-70-12 Survey of first-year university students. – Printed material. 1998.
20-07B Task force on liaison, recruiting & admissions - Jan/87-Feb/89. – Correspondence, minutes, reports. 1984-1987.
20-07C Task force on liaison, recruiting & admissions - Sept/89-Sept/90. – Correspondence, minutes, reports. 1989-1990.
20-07-02 Task force on liaison, recruiting & admissions, sub-committee on pursuing outstanding students. – Correspondence, minutes. 1990.
20-07-03 Task force on liaison, recruiting, & admissions, sub-committee on scholarships. – Correspondence, reports. 1989.
20-08 Touch-tone telephones. – Correspondence. 1987.
20-08-01 Relreg - logo. – Brochure mock-up, logo template. [n.d.].
20-08-02 Telreg - Copyright & registration of mark. – Correspondence, trademark registration. 1987-1989.
20-08-03 Telereg - correspondence. – Correspondence. Reports. 1988-1993.
Central Files - continued.

BOX 106

SOPRON DIVISION (FACULTY OF FORESTRY)


Committee on Admission, Standing and Courses (1948-1952) (cont.)

[Committee on admission, standing, and courses] C.A.S.C. problems. – Correspondence, decisions. 1948-1952

Committee on admission, standing, and courses - Faculty of arts & science, rough minutes. – 1948-1953.

Miscellaneous records - continued

Faculty of Arts and Science (cont.) (1924-1963)

Mainly minutes and correspondence from the Faculty of Arts (and the Faculty of Arts and Science) from 1930s-1950s. Some student records including Marks from the Teacher Training School and admissions decisions are included


Faculty of arts and science - partition of the faculty. – Correspondence. 1963.
106-12 Faculty of arts and science - minutes - rough. – Minutes. 1951-1959.

106-13 Arts - recommendations to and from the senate. – Correspondence, decisions, includes lists of students required to withdraw and material relating to student graduation/enrolment. 3 folders. 1928-1963.

106-14 Arts - miscellaneous. – Correspondence. 2 folders. 1932-1963.

106-15 Arts - personnel of committees. – Correspondence. 1931-1960.

106-16 Representatives on senate and library committee. – Correspondence. 1933-1957.

106-17 Arts - reports of committees etc. – Correspondence, reports. 2 folders. 1930-1957.

106-18 Curriculum committee. – Correspondence, reports. 1951-1963.


106-20 Arts - board of governors [governors]. – Correspondence. 1943-1949.

106-21 Arts - president. – Correspondence. 1932, 1949-1953.


106-23 Arts - memos for dean. – Correspondence. 1931-1955.


106-25 Mr. Van Vliet's report on establishment of department of physical education - Feb 1944. – Reports, correspondence. 1944-1959.

BOX 107

107-1 The president's standing committees. – Correspondence, timetables, reports. 1924-1943.

107-2 Arts - summer session. – Correspondence, reports, course lists. 1935-1956.
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108-14 Cumrec: committees - future sites. – Correspondence. 1993-1995

108-15 Cumrec: committees - information systems. – Correspondence. 1990.


BOX 109


109-4 Cumrec: committees - election & recognition. – Correspondence. 1990-1995


109-6 Cumrec: committees - communications. – Correspondence. 1990-1995.

109-7 Cumrec: committees - corporate relations. – Correspondence, promotional materials. 1990-1993.


BOX 110

REGISTRAR’S GENERAL FILES (cont.)

110-1   [Service for Admission to College and University – founding conference]  
         1966


110-3   S.A.C.U. – Service of [for] Admission to College and University  1968-69

Registrar’s General Files – continued.

BOX 111

MISCELLANEOUS RECORDS (cont.) – Student Registration and Admissions

Original admissions applications and materials from foreign applicants as well as admissions and course registration related correspondence. Typical student folder includes application, admission supplements, correspondence, diplomas, and confirmation of course of study. Original filing order of the registrar has been maintained.

Student Registration and Admissions Br-Po  1944-1960. [38 folders]

BOX 112

112-1   Student Registration and Admissions Ra-Zi  1944-1960. [17 folders]

112-2   Student Registration and Admissions – Various Documents of Foreign Students  1947-1957.

112-3   Student Registration and Admissions – Admissions Supplements – Study Books  1934-1957.


BOX 113

REGISTRAR’S GENERAL FILES (cont.)

113-1  Student Budget Committee  1989-1990.

113-2  Senate Elections  1921.

113-3  Senate Nominations  1921.

113-4  1918 and Earlier Senate Elections  1915-1918.

113-5  First Convocation  1912.

113-6  Members of Convocation  1912-1915.

113-7  Senate – Reports Submitted to Senate  1916-1920.

113-8  Senate – Reports of Committees to Senate  1920-1921.

BOX 114

114-1  Senate - Reports of Committees  1925-1930.

114-2  Senate – Committee Personnel  1919-1921.

114-3  Senate – Misc.  1916-1921.

114-4  Senate – Registrar’s “Senate” File  1916-1920.

114-5  Senate – Registrar’s “Senate” Files  1918-1920.

114-6  Senate – Registrar’s “Senate” Files  1919-1920.