Sauder School of Business fonds

Compiled by Meribeth Plenert (2011) and Erwin Wodarczak (2012, 2015, 2016)

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

University of British Columbia Archives





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Fonds Description

Sauder School of Business fonds. – 1957-2015.

10.85 m of textual records. 1 VHS video cassette.

Administrative History

Initial attempts to establish a commerce undergraduate degree program began in 1916 with the impetus coming from the Vancouver Board of Trade. Shortage of funds temporarily delayed the implementation of the suggested program but continued interest resulted in the introduction of five courses in 1929. In September 1939, Ellis Morrow became head of a separate Department of Commerce within the Faculty of Arts and Science. Under Morrow's direction, the department grew and in 1950, its status was changed to a school under the direction of Earle D. MacPhee. Six years later, the Senate and Board of Governors approved the establishment of the Faculty of Commerce and Business Administration, with Dr. MacPhee as Dean. UBC started helping to establish overseas business schools in 1958, starting in Malaysia, founded in 1961, and Singapore, founded in 1962. A partnership with Antai College of Economics and Management at Shanghai's Jiao Tong University was established in 2001. The faculty's name was changed to Sauder School of Business in 2003 after the largest single private donation to a business school in Canada by William L. Sauder. The graduate school was named Robert H. Lee Graduate School at the Sauder School of Business in 2006 after a donation by Robert H. Lee. A list of Faculty/School deans is available online.

Custodial History

The majority of the the materials in this fonds were acquired directly from the Sauder School of Business in several accruals. Materials in the Marketing and Communications series were acquired from the David Lam Library in 2015.

Scope and Content

Fonds consists of textual and audiovisual materials that document the programmes and activities of the Faculty of Commerce and Business Administration / Sauder School of Business. It includes correspondence (internal and external), minutes, reports, published materials, press clippings, architectural drawings, course curricula, and one VHS video recording. It is arranged in the following series: Dean's Office – Historical, Dean's Office – Michael Goldberg Correspondence, Dean's Office – Subject Files, International Relations, UBC Administration, Faculty Advisory Board, Committees (with one sub-series), Programmes, Faculty/Programme Reviews, UBC Okanagan, Public-Private Partnerships, Commerce/Sauder Name Change, Alumni Relations, Angus Building Redevelopment, UBC Consultancy Project – Kuwait Institute of

Business and Technology (with four sub-series), Publications, and Marketing and Communications.

Notes

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

Records in the UBC Consultancy Project series were acquired in 2011. Some materials in the Publications series were acquired in 2012. The remaining materials were acquired in 2014-15.

File list available.

Further accruals are expected

Series Descriptions

Dean's Office - Historical series. - 1960-1985.

22 cm of textual records.

Series consists of records which document the programmes and activities of the Faculty of Commerce and Business Administration from the perspective of the Dean's Office, and includes correspondence, reports, and minutes. It is arranged primarily by the file numbers assigned by the original office filing system, with several related, non-numbered files included at the end of the series.

Box 1(1-24)

Dean's Office – Michael Goldberg Correspondence series. – 1979-2004.

1.52 m of textual records.

Series consists of Dean's Office records created primarily during the tenure of Dean Michael Goldberg (1991-1997) and document the Faculty's activities and interests during that period, and includes correspondence, reports, and published materials. It is arranged primarily by the file numbers assigned by the original office filing system, with several related, non-numbered files included at the end of the series. Some records were stored loose, and were organized and placed in folders based on file numbers written on the records by the originating office.

Boxes 1-8

Dean's Office – Subject Files series. – 1972-2013.

2.37 m of textual records.

Series consists of subject files maintained by the Dean's Office which document the activities, programmes, interests, and relationships of the Faculty of Commerce / Sauder School of Business, and includes correspondence (internal and external), minutes, reports, and published materials. It is organized in alphabetical order by file title.

Boxes 8-17

International Relations series. – 1988-2007.

48 cm of textual records.

Series consists of records documenting the faculty's relationships with business schools in other countries and its involvement in international educational programmes, and includes correspondence, reports, and published materials. It is organized in alphabetical order by file title.

Boxes 17-21

UBC Administration series. – 1976-2010.

88 cm. of textual records.

Series consists of records documenting the faculty's relationships with the University administration and other UBC offices, and includes correspondence, minutes, and reports. It is organized in alphabetical order by file title.

Boxes 21-24

Faculty Advisory Board series. – 2004-2012.

8 cm of textual records.

Series consists of records which document the Faculty Advisory Board of the Sauder School of Business, and includes minutes, reports, and correspondence. It is organized in chronological order.

Box 24(5-13)

Committees series. – 1979-2012.

60 cm of textual records.

Series consists of records which document committees within the Faculty of Commerce / Sauder School of Business, and includes minutes, reports, and correspondence. It is organized alphabetically by file title. It includes one sub-series for the Teaching Development Committee.

Boxes 24-27

Teaching Development Committee sub-series. – 1979-1995. 13 cm.

Sub-series consists of records which document the Faculty of Commerce Teaching Development Committee, and includes minutes and correspondence. The materials were originally stored separately from files of other committees, and so they were assigned a distinct sub-series.

Boxes 26-27

Programmes series. – 1982-2012.

1.26 m of textual records.

Series consists of records documenting academic and research programmes instituted by the Faculty of Commerce / Sauder School of Business, and includes reports, correspondence, course curricula, and published materials. It is arranged alphabetically by file title.

Boxes 28-31

Faculty/Programme Reviews series. – 1990-2012.

35 cm of textual records.

Series consists of records documenting internal and external reviews of the Faculty of Commerce / Sauder School of Business and its programmes, and includes reports and correspondence. It is arranged in chronological order.

Boxes 32-34

UBC Okanagan series. – 2004-2012.

36 cm of textual records.

Series consists of records that document the establishment of UBC Okanagan and its Faculty of Management, and the tenure of Sauder Dean Daniel Muzyka as Acting Dean of the UBC-O Faculty of Management, and includes correspondence, reports, minutes, and published materials. It is arranged in chronological order.

Boxes 34-36

Public-Private Partnerships series. – 2005-2010.

32 cm of textual records.

Series consists of records which document course development and research conducted at the Sauder School of Business into the mechanics and viability of public-private partnerships (P3) for funding and operating public services and development projects, and includes reports, grant proposals, correspondence, and course materials. It is arranged primarily in chronological order.

Boxes 36-37

Commerce/Sauder Name Change series. – 1997-2003.

3 cm of textual records.

1 VHS video cassette.

Series consists of records which document the Faculty of Commerce and Business Administration changing its name to the Sauder School of Business in 2003 after the donation of a \$20 million endowment by William L. Sauder. It consists of

correspondence, reports, and a video recording of the announcement of Sauder's donation and resulting name change. It is arranged in chronological order.

Box 37(4-7)

Alumni Relations series. – 1980-2008.

17 cm of textual records.

Series consists of records documenting Commerce/Sauder's relations with its alumni and with the UBC Alumni Association, and includes correspondence, reports, financial documents, and published materials. It is arranged alphabetically by file title.

Box 37(8-18)

Angus Building Redevelopment series. – 2006-2008.

39 cm of textual records.

Series consists of records which document the renovation and renewal of Sauder's administrative, research, and teaching space in the Henry Angus Building, and includes correspondence, minutes, architects' drawings, reports, and published materials. It is arranged alphabetically by file title.

Boxes 37-38.

UBC Consultancy Project – Kuwait Institute for Business and Technology series. – 2002-2004.

90 cm of textual records.

Series consists of correspondence (internal and external), minutes, drafts, curricula and reports. It is arranged in the following sub-series: Office Materials, Drafts, Final Reports and Initial Proposal and Future Involvement in KIBT. Titles based on contents of series and original titles.

Note: Kuwait Institute for Business and Technology abbreviated to KIBT.

Office Materials sub-series. – 2002-2004.

20.5 cm of textual materials.

This sub-series consists of minutes and correspondence regarding the operation of the consultancy project.

Drafts sub-series. - 2002-2004.

38 cm of textual materials.

This sub-series consists of drafts and feedback regarding the preliminary and final reports sent to the government of Kuwait.

Final Reports sub-series. – 2002-2004.

18 cm of textual materials.

This sub-series consists of 18 coil-bound reports, 1 unbound report and a separate table of contents.

Initial Proposal and Future Involvement in KIBT sub-series. – 2002-2004. 13.5 cm of textual materials.

This sub-series consists of correspondence, minutes and notes regarding the start of the project, and notes and research regarding why they did not continue consulting the school after the final report.

Boxes 39-44

Publications series. – 1957-2003.

60 cm of textual records.

Series consists of materials published by the Faculty of Commerce and Business Administration / Sauder School of Business and the Commerce Undergradaute Society, and includes yearbooks, faculty and student rosters, journals/periodicals, and programme brochures.

Boxes 45-50

Marketing and Communications series. – 2000-2015.

32 cm of textual records.

Series consists of clippings from magazines and newspapers and print-outs from online publications, featuring the School's staff and programmes.

Boxes 50-52

File List

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1-17	A247.2 – Ph.D. in Accounting 1968-69
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1-23	Proposal to Offer a Ph.D. Program in Business Administration Dec. 1967
1-24	History File – Faculty of Commerce 1960

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2-3	5.5 Law 1980-93
2-4	5.6 Management Science 1980-2000
2-5	5.7 Marketing 1983-2004
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	1994
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3-4	28.1 [International Exchanges] 1993-98
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8-19	[Asia Pacific Management Programme] 1995-98
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8-21	[Fund for Excellence in Education] 1986
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8-24	[TechBC] 1998

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8-26	[Accelerated Leadership Program (ALP)] 2008
8-27	Accreditation – AACSB/EQUIS/EFMD 2010-13
8-28	Administration Master Plan – [RPG Partnership] Project #8026-01 July 1996
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8-29	AIESEC 1981-96
8-30	[Annual Maintenance Reports for 2003-2008] 2008
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9-4	Asia Trip – Dr. Martha C. Piper – Japan-Korea OctNov. 1999 [removed
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9-5	Assoc. Deans – Misc. Memos 1994-2000
9-6	Audit Report [Commerce internal audit] June 2002
9-7	Awards 2000
9-8	Awards – Development 2000-03
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9-13	BC Government – Miscellaneous Correspondence 1991-2001
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9-16	BC Ministry of Advance Education – Province 1989-93
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9-18	BCC [Business Career Centre] – Report to dean 2012
9-19	BCom – Stats 1999-2001
9-20	[Benchmarking Study – MBA] 1996-97
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9-22	[Benchmarking] 2011-12 [removed from binder]
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9-25	[Boardman – An analysis of the current situation in the Faculty of Commerce,
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9-26	Branding 2004
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9-28	BRITE [Bureau for Research on Applications of Information Technology] 1997
9-29	Budget and Strategy – Fiscal 2009-2010 [removed from binder]

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10-25	Co-op Funding 2001-02
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42-3	August 2002 Report Project Summary and Details on Specific Tasks
42-4	Draft Feb 2003 (Report 1) Feedback
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42-14	Vision - Richard Littlemore
42-15	UBC Proposal - Copy & Outline
42-16	Kuwait R.F.P. [Response From Proposal] and Letter from Dr. Piper, and UBC
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42-17	KIBT Contract - Letter of Agreement
42-18	KIBT – FMIS Summary
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44-3	A Culture of Excellence for KIBT, January 2004
44-4	Executive Overview, January 2004
44-5	High Level Implementation Plan, January 2004
44-6	Background Working Papers, January 2004
44-7	Exemplar University Findings, January 2004
44-8	Library and Digital Resources, January 2004
44-9	Metaskills, January 2004
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44-12	Illustrative Learning Modules Part 1, January 2004
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44-15	International Degree Programs: Integrating Business and Technology, February 2003
44-16	Preliminary Consultancy Report, February 2003
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45-1/10 1972, 1975, 1977, 1978, 1979, 1980, 1982, 1983, 1984, 1985

"Viewpoints" – Commerce/Sauder alumni

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45-11	Winter 1980-81	
10 11	Winter 1982-83	
	Spring 1983	
	Winter 1984-85	
45-12	Spring 2000	
	Winter 2001	
45-13	Fall 2009	
	Spring 2010	
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45-14	Spring 2011	
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	Spring/Summer 2012	
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45-16	MBA Student Roster 2003-2004, 2005, 2006	
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46-8	"Ledger" 1958	

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46-9
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         "The new generation" 1992
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         "Pathways" 2007
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         "Was this year better than last year?" 2008
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48-5
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         The PhD Program [n.d.]
48-8
         [Asia-Pacific programmes] [n.d.]
48-9
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