

# Office of Extra-Sessional Studies fonds

Compiled by Christopher Hives (1989)

Last revised October 2011

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

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# Fonds Description

**Office of Extra-Sessional Studies fonds.** – 1964-1985.

30 cm of textual records.

## **Administrative History**

The Office of Extra-Sessional Studies (OESS) was created in 1975 to co-ordinate the administration of all extra-sessional credit courses and programs (except Independent Studies). The Office had responsibility for part-time degree programs offered during the late afternoon, evening, weekend, Spring Session and Summer Session. In 1977 it was given the additional responsibility of co-ordinating and organizing Directed Study Abroad credit courses. The academic staff of OESS consisted of a Director and an Associate Director. The Co-ordinating Committee of Extra-Sessional Studies was established in 1976 to assist the Director. The role of the Committee is to advise on long-range development plans, budget implications, guidelines regarding maximum units taken during the academic year, the financial implications of regular day student enrollment in evening classes, and other related academic matters. In 1991 Extra-Sessional Studies, along with the Centre for Continuing Education and Guided Independent Study (UBC Access), was brought under the authority of an Associate Vice-President, Continuing Studies. In 1993 all three units were merged into one unit called Continuing Studies.

## **Scope and Content**

The records include annual reports (1964-1984) from both Summer Session and OESS, material from the Co-ordinating Committee on Extra-Sessional Studies (1976-1980), broadsheets (1964-1984), and subject files.

## **Notes**

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

File list available.

## Series Descriptions

**Annual Reports series.** -- 1964-1984.

6 cm.

Series consists of annual reports, which include annual reviews of activities and a great deal of statistical information.

**Co-ordinating Committee on Extra-Sessional Studies series.** -- 1976-1980.

6 cm.

Series includes minutes, correspondence, notes and printed material.

**Broadsheets series.** -- 1964-1984.

15 cm.

Series consists of broadsheets, which include information about courses offered, enrolment figures, names of instructors, stipends paid, and course costs and revenues. The files are arranged by session (Spring, Summer, and Winter), and then chronologically by year.

**Subject Files series.** -- 1975-1985.

3 cm.

Series includes correspondence and notes from or pertaining to Michael Shaw, who was the Vice-President responsible for OESS during this period.

# File List

## ANNUAL REPORTS

- 1-1 Summer Session (1964-1970)
- 1-2 Summer Session (1971-1974)
- 1-3 Office of Extra-Sessional Studies (1976/77-1980/81)
- 1-4 Office of Extra-Sessional Studies (1980/81-1983/84)

## CO-ORDINATING COMMITTEE ON EXTRA-SESSIONAL STUDIES (1976-1980)

- 1-5 1976/77
- 1-6 1978
- 1-7 1979/80
- 1-8 Membership of Committee (1976)

## BROADSHEETS (1964-1984)

### Spring Session

- 1-9/16 1977 to 1984

### Summer Session

- 1-17/26 1964-1976 to 1984

### Winter Session

- 1-27/34 1976/77 to 1983/84

## SUBJECT FILES

- 1-35 1975-1978
- 1-36 1979-1981
- 1-37 1981-1983
- 1-38 "Douglas T. Kenny" (1977-1982)
- 1-39 "K. George Pedersen" (1983-1985)

- 1-40 "Registrar and Fees" (1982-1985)
- 1-41 "Looking Beyond" (1981) - Reaction to report by OESS
- 1-42 Plan of Cecil Green Coach House (1976)