RECORD GROUP 3

ADMINISTRATION, 1911 TO PRESENT DAY

The year 1911, when the Jesuit fathers assumed responsibility of the college is one of the founding dates of the University. The archives contain correspondence, reports and various other printed matter and media from the administrations of all University presidents and their staffs beginning with Rev. Richard A. Gleeson, (1911-1914).

Some records include those of President Sullivan (1926-1930) documenting the construction of the modern campus in 1929 and President Whelan's (1942-1949) whose correspondence documents the establishment of an US Army Specialized Training Unit on the Loyola campus. Following World War II, increased enrollment and a corresponding explosion of the amount of records generated by the University caused a dramatic increase in the size of presidential materials.

Extensive subject and correspondence files relevant to contemporary higher education are found beginning with the administration of President Charles S. Casassa, SJ (1949-1969). Annual symposia (1987-1993), the Casassa Conferences, created numerous unpublished monographs and papers which discussed interdisciplinary social justice and cultural thought and are included in this group. Other records include Administration publications such as campus catalogs beginning with Los Angeles College's *First Annual Catalog* in 1911.

The records of over one hundred university committees are also found in this group. Records of other university officials may be found here such as University Provost (the Marymount College President) during the Loyola-Marymount affiliation years of 1968 through 1973.

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Grant proposal, 30 Mar 1982 (3 of 9)
Grant proposal, 30 Mar 1982 (4 of 9)
Grant proposal, 30 Mar 1982 (5 of 9)
Grant proposal, 30 Mar 1982 (6 of 9)
Grant proposal, 30 Mar 1982 (7 of 9)
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Biographic data sheet, ca. 1973

Biography, ca. 1969 Biography, ca. 1973

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[MS ov3D11e]

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[unprocessed accession rec'd 9/2002 - NB]

[MS 3D11f/1]

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Chancellor Emeritus Casassa: announcement, 12 Oct 1984
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Finance and planning, 1984

Law school, 1984 Legal, 1984 Major donors: cor.; reports, 1984; 1985 Malone

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Ambrose

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Rains, 1985

Salseda ('82), Gerald C.: cor., 1985 Science and Engineering College, 1985 US Dept of Justice Federal Bureau of Investigation: cor., 1985 US President Ronald Reagan: cor., 20 Aug 1985 University history, 1985 University Relations

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Announcements, correspondence, memoranda and notes, Jan-Dec 1986 Archdiocese of Los Angeles, 1986-Athletics, 1986

Business and finance, 1986
Cor., 1986
Callahan, Diane
Congressman Julian Dixon: cor., 1986-1990
Equal Opportunity Policy statement for faculty handbook: memo., 1986-1992
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Merit increases program, 1986

National Honor Roll fraud Olympics, 1986 [MS 3D12a/5]

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Abortion, 1987
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[MS 3D12a/6]

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Business and Finance VP John A. Pffaffinger: cor.; reports, 1987
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Chancellor Merrifield, 1987

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Facilities Management VP search, 1987 Jesuit gift Letters to editors and editorial essays, 1987 Los Angeles City Council Member Pat Russell, 1987 Nurturing Network, 1987

Personnel Services Director John Clewis: government regulations compliance; memos.; reports, 1987-1990

Sinatra Conference Center, 1987 Staff Advisory Committee, 1987 Student Affairs V.P. Lane Bove: cor., 1987; 1989 University investments (South Africa), 1987-1992 Uni Relations, 1987

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Bush-Dukakis controversy: correspondence; signed letter by Vice-President Bush; student newspapers, 1988
Business and Finance reorganization, 1988

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Jesuit Community, 1988

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Martin Gang Institute, 1988

Mexican American Alumni Association: admissions reports; cor., 1988-1990

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Records management: memo.; policy statements, 1988-1990

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Campus Ministry
Computing Services
Communication Arts Professor Thomas Kelly: curriculum; cor., 1989
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Death of Rev. Charles S. Casassas, SJ, 1989 Dolan, R.S.H.M., Sr. Mary, 1989

Emergency meeting, 1989
Engineering accreditation, 1989
Faculty Convocation
Hannon, 1989
Jesuits, 1989
Law school, 1989

[MS 3D12a/8]

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Proposed Orange County Law School campus: cor., 1989-1990 Provost, 1989

The goals of Loyola Marymount University: draft, 1989?

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California Governor Pete Wilson: El Salvador; cor., 1990

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Gathers, Hank, 1991 Hall of Fame, 1991 Los Angeles Times, 1991 Resignation, 1991 Sakata, Fran, 1991

Inauguration as President of St. Peter's College: invitation, 1995 Death, 2006

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Sub series b: Speeches and writings

Unprocessed

Alumni Banquet address: transcript, 8 Nov 1984 High School principals address: transcript, 21 Oct 1984 Opening of Burns Fine Arts Center address: transcript, 14 Nov 1984 Remarks before Academic Assembly: transcript, 6 Dec 1984 Remarks before Trustees: transcript, 3 Dec 1984 Speech to the faculty: transcript, 19 Sep 1984

Board of Trustees meeting: transcript, 4 Feb 1985 Catholic Graduate School Deans: transcript, 14 Dec 1985 First Friday Friars: transcript, 6 Sep 1985 Groundbreaking for Pereira addition: transcript, 25 Jan 1985

Inaugural address: transcript, 7 Mar 1985

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Trustees meeting: transcript, 3 Jun 1985

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A Call to All With 'Ears to Hear': Los Angeles Times editorial opinion article, Sep 1987

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College Presidents Did Not Come Through At Convention: The NCAA News article with Athletic Director Brian Quinn, Jul 1987

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Speech to campus community: transcript, 13 Sep 1988 Commission Banquet: transcript, 19 Sep 1988 Opening of Commission: transcript, 20 Sep 1988

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"Student Centered University": new faculty address transcription, Aug 1990

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Address to Board of Trustees: transcript, 3 Dec 1990

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A Special Presidential Convocation: draft and typeset transcript, Apr 1991

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Sub series c: Leavey campus

Hughes Aircraft Company: Agreement for Acquisition of Property [Fordham Road parcel], 1983

Archaelogy: cor.; reports, 1984-1985

Escrow: cor., 1984

Grading and soil removal: cor. reports, 1984

Public access and refuse: cor., 1984

Fordham parcel vacation; cor.; legal records; LA City Planning Commission agenda, 1985-1986

Architectural competition: cor., 1986

Leavey campus: security and tax exempt status; cor.; memo., 1986

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Sub series d: Reports

"Academic Division Three Year Report: 1984-1987", 13 Oct 1987⁶

"College of Business Administration Scholarly Activity, 1984-1986": report, 1986

"College of Communication and Fine Arts Scholarly Activities, 1984-1986": report, 1986

"College of Science and Engineering Scholarly Activities, 1984-1986": report, 1986

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⁶ Cf. Sub series b: Speech to Faculty, 11 Sep 1987.

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Sub series e: Executive Staff and Ventura Group

New residence hall: memo., 1985

Correspondence and memoranda, 1987-1989 Internal management: memo., 1987

Retreats, 1988

Correspondence and memoranda, 1989-1990 Ventura Group, 1989

Correspondence and memoranda, 1990 Retreat, Jun 1990 Retreat, Aug 1990

Retreats, 1991 Correspondence and memoranda, 1991 Meeting, 1991

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Sub series f: Legal records

Calahan case, 1984-1991⁷

Sub series g: Vice-presidents meetings

1991

unprocessed

Series 12b: Dr. Joseph Jabbra⁸, June 30 - Jul 25, 1991

⁷ This series is restricted

⁸ Although appointed by Rev. O'Malley to Acting President, Dr. Jabbra's records are all retained in RG 4 as Vice-President of Academic Affairs.

[MS 3D13]

Series 13: Dr. Thomas P. O'Malley, SJ, 1991-1999

Sub series a: General files

California Campus Compact, 1989

Awards, 1990

Academic Vice-President Jabbra: cor., 1991-1992 America, 1991

Architecture

Bio

Budget

Commission on the Future of Loyola Marymount University, 1991

Continuing Education

Ethnicity report

Faculty, 1991

Faculty Convo

Financial Aid, 1991

Fourteen year plan: announcement, Oct 1991

Loughran, SJ, James N. Scholarship Fund, 1991-1992

Loughran: cor., Dec 1991

Marymount Insititute

Mission

McCarthy ('72), Michael, 1991

Neighborhood: cor., 1991

Neighborhood community holiday greetings: calendar of events, Winter 1991

O'Malley named as President: memo.; news clippings, May 1991 Report on Board of Trustees Retreat: newsletter, Oct 1991

Sakata, Fran, 1991

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Science and Engineering College, 1991 Student Affairs, 1991 VP's, 1991

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AAVP Joseph Jabbra

Brown, Edmund G. "Pat": cor., 7 Apr 1992

Budget: memo., Jun 1992 Business Advisory Council Business and Finance VP

Business college

Cardinal's Ecumenical Luncheon: address by Fr. O'Malley; transcription, 29 Oct 1992

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Coalition of 100: cor., Sep 1992 - Oct 1993
Community Town Hall meeting: 1992
Continuing Education
Cor., 1992

Economic Impact Report, 1992 Faculty, 1992

Gift and grant processing policy Graffitti, 1992 Homosexuals, 1992 Inauguration: calendar; invitation; news clipping, 1992

[MS ov3D12]

Inauguration: congratulatory proclamations, 1992

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Inauguration: congratulatory letters and proclamations, 1992 Invitations, 1992-1994

John Carroll University T. P. O'Malley, SJ Center for Communications and Language Arts⁹: brochure; newsletter; program, 1992-

Jones, Fletcher, 1992 Law school, 1992 Learning Resource Center, 1992

Leavey campus, 1992-1993 Liberal Arts Dean Milligan, 1992 Library, 1992

Martin Gang Institute Mexican American Alumni Assn, 1992-3

Pipe organ, 1992 Portland, University of

President's Inaugural Conference on Scholarship: correspondence; proceedings, 11 Mar 1992
Presidential Tour: invitation, 1992
PR

Red Cloud Indian School Student Affairs

⁹ Rev. O'Malley served as president of John Carroll from 1980 to 1988.

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Tang, Michael, untitled: Christmas card, 1992
Theology professor Thomas Rausch, SJ: cor.; memo., 1992; 1997-1998
[MS 3D13a/5]
University Relations, 1992
Urban riots, 1992
Athletics
Business College
California Governor Pete Wilson: cor., 13 Jul 1993
Chancellor Merrifield
Cor., 1993
Ε
Facilities
Fisher, SJ, Carl anthony: cor.; memorial card, obit., 1993
Fyodorov, 1993
Н, 1993
Hannon, 1993
International Programs, 1993
J, 1993
K
LMU/City of Angeles Press, 1993
Marymount
Mc
News clipping, 1993
[MS 3D13a/6]
Our Lady of Guadalupe: university Christmas card, 1993
President's Day: programs, 1993-1994
Quinn
R
Reports, 1993
Rodney King-Los Angeles Police Dept. trail verdict: announcement, Apr 1993
Т
Trademark, 1993
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U

V VP's, 1993

W

Weingart

[MS 3D13a/7]

Architects, 1994-1995 Brzoska

Commission on the Future, 1994 Correspondence, 1994

Foundations, 1994 Founding date

Hilton, 1994

[Artifacts 3D13/3]

Hilton groundbreaking commemorative paperweight, 1994

[MS 3D13a/7]

Honorary degrees, 1994

President's Dinner: booklet; notes; program, 1994 President's Dinner: remarks transcription, 1994

Sacred Heart chapel regulations

Alumni Relations, 1995 Athletic support, 1995

Bonney, Barbara

California State Treasurer Matt Fong: cor., 15 Nov 1995

Christmas CD: licensing cor; memo., 1995

Facilities Gross Schaefer, Arthur, 1995 Health Services, 1995

[MS 3D13a/7]

Hilton Center for Business, Conrad: dedication announcement; invitation; RSVP card, 1995

Human resources

Liberal Arts College Dean Dr. Mary Milligan RSHM: cor., 1995 List of Trustee Resolution, 1973-1995, 22 May 1995 NCAA Playa Vista, 1995 Retirement plans Southern California Compact, 1995 Trame, 1995 US Under Secretary of the Air Force Rudy de Leon, 1995

[MS 3D13a/8]

American Society of Civil Engineers, 1996
Burns Foundation
Fight song, 1996
Mission and identity, 1996
Sexual Harassment policy
Staff presenations description: cor., Oct 1996
Trustees

Alpha Chi
Claddagh Foundation, 1997
Five year service award certificate, 1997
Rauber, Melissa
Sacred Heart Chapel color photo print on Christmas card, c1997
Sogang University
Tuberculosis testing at Loyola Law School: public statement, Apr 1997
Vice-President's meet, 1997

Fisher, Joshua D., "Ignatius Urbes": vocal music score 10, 1998

Hesburg Award: United States President William J. Clinton; autographed cor., 1998

Leavey Center Deed of Gift, May 1998
Rosecrans property, 1998
Underwood, RSHM, Genevieve, *Descending Dove*: university Christmas card, 1998
Vice-President's meet, 1998

Acad VP, 1999

California Governor Gray Davis: commendation, 22 May 1999 Commission on the Future: follow up mailing; cor.; report, May 1999

[MS 3D13a/9]

Farewell dinner and mass: bookmark; dinner menu; dinner program; invitation; tribute book; Vigil Mass of Pentecost program, 1999

[MS 3D13a/10]

Farewell dinner and mass: O'Malley, The Life of the Mind, the Heart of the Gospel; book, 1999

Los Angeles Councilmember Ruth Galanter: cor., 22 May 1999 Los Angeles Mayor Richard Riordan: congratulatory certificate, 22 May 1999

Racial harassment statement: email printout, Apr 1999

¹⁰ Commissioned by Rev. O'Malley.

[MS 3D13b]

Sub series b: Addresses and authorship

unprocessed
Faculty convocation, 1991
St. Ignatius Day Mass: homily, 1991
Faculty convocation, 1996

[MS 3D13c]

Sub series c: The Campaign for Loyola Marymount

Letterhead sample, n.d

Campaign chair: responsibilites description, Apr 1993
Report of Campaign Status and 1992-93 Projections, 2 Jun 1993
Public Relations Director Joan Gaulene: video design memo., 10 Sep 1993

Development Director John Rogers: memos., 1994 Cor. and memo., 1-15 Jun 1994 Meeting agenda and minutes, 14 Jun - 18 Oct 1994 Distinguised and Notable LMU Alumni by class year: list, Jun 1994 Gary W. Phillips & Assoc.: cor., 30 Jun 1994 Reflection by TPOM on the June 22 meeting: notes, 6 July 1994

Faculty/staff campaign: progress report, 3 Nov 1994 Meeting minutes, 15 Nov 1994 Brochure with notations, Nov 1994

Unprocessed

Series 13b: Dr. Joseph Jabbra¹¹, June 1 - August 15, 1999

[Artifcacts 3D13b]

University Mace: polyethylene on wood, C. 1990

¹¹ Although appointed by the Trustees to serve as Acting President, Dr. Jabbra's records are all retained in RG 4 as Vice-Presdient of Academic Affairs.

[MS 3D14]

Series 14: Dr. Robert Lawton, SJ, August 15, 1999-

Sub series a: Appointment and inauguration

Appointment announcement: newsclippings, Nov 1998

Congratulatory correspondence: Albany State University - The Crisell College, 1999

Congratulatory correspondence, 1999

Inaugural address: LMU News; transcription, 25 Oct 1999

Inauguration: invitations; programs, Oct 1999

Inauguration: news clippings, 1999

[Artifacts ov3D14]

Framed calligraphic ASLMU Senate Resolution honoring Lawton's inauguration, 29 Sep 1999

California Governor

California State University, Los Angeles

Framed lithograph of Sacred Heart Chapel by Ted Crane commemorating California Educational Facilities Authority Revenue Bonds issue Loyola Marymount University 1999, 1999

Harvard University
Inaugural bookmark, 1999
Inaugural pin, 1999
Los Angeles City Council
Los Angeles City Mayor
Nicaragua General Consulate; inauguration congratulatory plaque, 1999
University of Evansville
University of Houston

Callinan picnic button, 2002

List of presidential certificates and citations received from $13\ \mathrm{Sep}\ 1999$ to $18\ \mathrm{Jan}\ 2000,\ 2000$

Presidential certificates and citations: Agnes Scott College to Austin Presbyterian Theological Seminary, 1999-2000

Presidential certificates and citations: Babson College to Becker College, 1999-2000

[MS 3D14a/2]

Presidential certificates and citations: Bemedji StateUniversity to Berry College, 1999-2000

Presidential certificates and citations: Blackburn College to Boise State University, 1999-2000

Presidential certificates and citations: Bradley University to Bridgewater State College, 1999-2000

Presidential certificates and citations: Brigham Young University, 1999-2000

Presidential certificates and citations: Brooklyn College to Caldwell College, 1999-2000

Presidential certificates and citations: California Lutheran University to Coker College, 1999-2000

[MS 3D14a/3]

Presidential certificates and citations: Central Washington University to Clark University, 1999-2000

Presidential certificates and citations: College of the Holy Cross to College of Notre Dame, 1999-2000

[MS 3D14a/3]

Presidential certificates and citations: College of Notre Dame of Maryland to Defiance College, 1999-2000

Presidential certificates and citations: DePaul University to Dickinson State University, 1999-2000

Presidential certificates and citations: Dominican College of Blauvelt to Eastern Connecticut State University, 1999-2000

[MS 3D14a/4]

Presidential certificates and citations: Eastern Illinois University to Emporia State University, 1999-2000

Presidential certificates and certificates: Fayetteville State University to Fitchburg State College, 1999-2000

Presidential certificates and certificates: Florida A & M University to Goshen College, 1999-2000

Presidential certificates and certificates: Grambling State University to Hamilton College, 1999-2000

[MS 3D14a/5]

Presidential certificates and citations: Hardin-Simmons University to Hope College, 1999-2000

Presidential certificates and citations: Hunter College CUNY to Indiana

University Southwest, 1999-2000

Presidential certificates and citations: Ithaca College to Loras College,

1999-2000

Presidential certificates and citations: Loyola College in Baltimore to

Loyola University of Chicago, 1999-2000

[MS 3D14a/6]

Presidential certificates and citations: Lyndon State College to McPherson

College, 1999-2000

Presidential certificates and citations: Medical College of Georgia to

Mercer University, 1999-2000

Presidential certificates and citations: Merrimack College to Milwaukee

School of Engineering, 1999-2000

Presidential certificates and citations: Minnesota State University Mankato

to New Brunswick Theological Seminary, 1999-2000

Presidential certificates and citations: New Jersey City University to New

Mexico Highlands University, 1999-2000

[MS 3D14a/7]

Presidential certificates and citations: Northeastern Illinois University-

Northwest College, 1999-2000

Presidential certificates and citations: Northwestern College-

OhioUniversity, 1999-2000

Presidential certificates and citations: Oklahoma Baptist University-

Pepperdine University, 1999-2000

Presidential certificates and citations: Plattsburg State University of New

York-Regis College, 1999-2000

[MS 3D14a/8]

Presidential certificates and citations: Regis University to Sacred Heart

University, 1999-2000

Presidential certificates and citations: San Diego State University-Saint

Olaf College, 1999-2000

Presidential certificates and citations: Saint Xavier University-South

Carolina State University, 1999-2000

Presidential certificates and citations: South Dakota School of Mines &

Technology-Southern Polytechnic State University, 1999-2000

Presidential certificates and citations: Southern Vermont College-St. Norbert College, 1999-2000

[MS 3D14a/9]

Presidential certificates and citations: The State University College of Buffalo-Trinity University, 1999-2000

Presidential certificates and citations: The State University College of Buffalo-Trinity University, 1999-2000

Presidential certificates and citations: Union College to University of Florida, 1999-2000

Presidential certificates and citations: The University of Georgia-University of Minnesota, 1999-2000

Presidential certificates and citations: University of Mississippi-University of Pennsylvania, 1999-2000

[MS 3D14a/10]

Presidential certificates and citations: University ofPittsburg-University of South Florida, 1999-2000

Presidential certificates and citations: University of Southern California-University of Wisconsin Green Bay, 1999-2000

Presidential certificates and citations: University of Wisconsin LaCrosse-Wesleyan, 1999-2000

[MS 3D14a/10]

Presidential certificates and citations: Western Carolina University-Xavier University, 1999-2000

[MS ov3D14]

Presidential certificates and citations, 1999-2000

[MS 3D14a/10]

Presidential citations received: list, 2000

[MS 3D14b]

Sub series b: Correspondence and reports

Cor., 1999 Racism, 1999 Retired presidential letterhead, c1999 Raytheon Building: memo., 22 Oct 1999 "Early Illuminated Leaf": Christmas card, 1999 "Birth of Christ": Christmas card, 2000 Cor., 2000 Cor., 2001 "The Rose Window": Christmas card; memo., 2001 Kelly and LA Planning Commission, Peter, 2001 Cor., 2002 "The Star in the East": Christmas card, Dec 2002 Cor., 2003 Letter to LMU nighbors, Sep 2003 LMU Diversity Scorecard Team: report, 15 Oct 2003 "The Star in the East": Christmas card, Dec 2003 Message to LMU community: email message, 2003 Mission and Goals: pamphlet, 2004 Executive title changes: memo, 2006 unprocessed

Sub series c: Authorship

"The Scholars Life": journal article; America, 30 Mar 1991