

RECORD GROUP 4

Academic Affairs, 1911-

This division is one of the oldest of the University community. Beginning as College Secretary in 1911, the unit office evolved as Prefect, Moderator, Dean, Vice-President of Studies and Dean of Discipline. In 1952, the current title of Academic Vice-President was established as the highest University officer charged with overseeing all academic divisions.

Today this record group includes publications such as catalogs, the literary journal *Attic Salt*, and newsletters such as *News Notes* and *Loyola Life*.

Also included in this record group are correspondence and report files from the Vice-Presidents, Registrars, Librarians, Directors and others. There is a substantial artificial collection of unpublished narratives, journal articles and news clippings pertaining to local Westchester and del Rey history in the records of the Library.

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[MS 4E1]

Record Series E: Library

SERIES 1: EXHIBITS, PUBLICATIONS AND SPECIAL EVENTS

Library Tea: invitation, Mar 1935

Bulletin Vol. 1, No. 1, Mar 1936

Bulletin Vol. 1, No. 2, May 1936

Bulletin Vol. 1, No. 3, Dec 1936

Library Fund Benefit at Wilshire Ebell Club, c1936

Library Tea: invitation, Mar 1936

Annual Report of the Loyola University Library, 1936-1937, 12 Jun 1937

Bulletin Vol. 2, No. 1, 29 Mar 1937

Loyola University Library Book Fund Musicale and Tea: invitation; news clippings, Jan 1937

Oil paintings: news clipping, ca1937

Annual Report of the Loyola University Library, 1937-1938, Jun 1938

Benefit Tea: invitation and note, 1938

Annual Report of the Loyola University Library, 1938-1939, 1 Jun 1939

Annual Report of the Loyola University Library, 1939-1940, 1 Jul 1940

Annual Report of the Loyola University Library, 1940-1941, 1 Jul 1941

Annual Report of the Loyola University Library, 1941-1942, 1 Jul 1942

Annual Report of the Loyola University Library, 1942-1943, Jul 1943¹

"Books Printed in Spain, 1939-1946": exhibit invitation and lecture schedule, Jul 1947²

Annual Report of the Loyola University Library, 1947-1948, 1948

Annual Report of the Loyola University Library, 1948-1949, 1949

Annual Report of the Loyola University Library, 1949-1950, 1950

Annual Report of the Loyola University Library, 1950-1951, 1951

Annual Report of the Loyola University Library, 1951-1952, 1952

Annual Report of the Loyola University Library, 1952-1953, 1953

Bookmark, c1950

Annual Report of the Director of the Library to the President of the University, July 1953 - July 1954, 1954

Annual Report of the Director of the Library to the President of the University, July 1954 - July 1955, 1955

¹ This report includes a "Survey of Facts, Figures, and Causes - Loyola University Arts & Sciences Library: 1935-1943".

² Cf. MS 4E4c.

[MS 4E1]

Loyola University of Los Angeles Library Annual Report, 1955-1956, 1956
Loyola University of Los Angeles Library Annual Report, 1956-1957, 1957
Loyola University of Los Angeles Library Annual Report, 1957-1958, 1958

Pledge card, ca1958

Dedication of the Charles Von der Ahe Library: program, 14 Nov 1959
Information sheet: flyer, 1959c
Loyola University of Los Angeles Library Annual Report, 1958-1959, 1959

Loyola University of Los Angeles Library Annual Report, 1959-1960, 1960
Loyola University of Los Angeles Library Annual Report, 1960-1961, 1961

Catalog of Audio-Visual Materials: Motion Pictures, Film Strips, Slides, Records and Tapes, 1967

Charles Von der Ahe Library Information Guide, ca. 1967

Centennial of the Postcard: bookmark announcement; cor.; L/M, *LA Calendar of Upcoming Events*; postcard announcements, 1969

Los Cipotes
Expansion groundbreaking, 1975

Frank Sullivan Rare and Special Books Reading Room: brochure; dedication invitation, 1975-1978

Dedication of the Library Learning Resource Center: guest list; program, 25 Oct 1977

Library Associates Reception, 1978

A.C. Martin, *Stacks and Reading Area Layout*: reduction of architectural drawing as hand-out flyer, c1979

Guide Book to the Von der Ahe Library, 1979
Library Associates Dawson lecture, 1979

Library Orientation Guide-Resources in General and Medieval Philosophy: flyer, 1979

Library Orientation Guide-Resources in Religious Studies: flyer, 1979
Library Orientation Guide-Resources in the American Civil War: flyer, 1979
Some Examples of Reference Books: Old Styles, New Styles: flyer, 1979c
Some typical Catholic reference books: flyer, 1979c

[MS 4E1/2]

Annual Report of the University Library, 1979-1980, Oct 1980
Dedication of the Martin C. D'Arcy Room, 1980
Exhibits, 1980-

Guide Book to the Von der Ahe Library, 1980
Library News Notes: newsletter, 1980-1985
Presentation of the Jesse M. Unruh Collection: program, 10 Jan 1980
Psychological abstracts: guide sheet, 1980

Annual Report of the University Library, 1980-1981, Oct 1981
Exhibits, 1981

[MS ov4]

California Secretary of State and Asian/Pacific Supportive Services: The Japanese American Experience in California; exhibit poster, 1981

[MS 4E1/2]

A Comprehensive Listing of the Rare Books and the Books in the Special Collections in the Frank Sullivan Room, 1982 [Part 1 of 2]

A Comprehensive Listing of the Rare Books and the Books in the Special Collections in the Frank Sullivan Room, 1982 [Part 1 of 2]

Annual Report of the University Library, 1981-1982, 1982

Calendar and library hours: flyer, 1982

International Business: bibliographic guide, ca. 1982

Pathfinder - Ancient Mexico: bibliographic guide, ca. 1982

Pathfinder - Art Therapy: bibliographic guide, ca. 1982

Pathfinder - Educational Psychology: bibliographic guide, ca. 1982

Pathfinder - Images of Minority Culture in Books for Children: bibliographic guide, ca. 1982

Pathfinder - Mechanical Engineering: bibliographic guide, ca. 1982

Pathfinder - Religious Education: bibliographic guide, ca. 1982

Pathfinder - Urban Schools Pscho-Social Analysis: bibliographic guide, ca. 1982

Resources on the Sources and Techniques of Grants & Grants Proposals, Bibliographic Series No. 1/81-82: bibliographic guide, ca. 1982

The Black Woman in Society: bibliographic guide, ca. 1982

Annual Faculty Reception: invitation, 1983

Annual Report of the University Library, 1982-1983, 1983

Cyprus in Colors exhibit: invitation flyer; news release, 1 Jul 1983
Exhibits, 1983-1984

"The Family of Sir Thomas More: Facsimilies of the Drawings by Hans Holbein the Younger": program, 1983

Charles Von der Ahe Guide Book: information packet, ca. 1984

Dedication of the Rev. Theodore J. Marshall, S.J. Atrium: flyer; program, 1984

[MS 4E1/3]

A Comprehensive Listing of the Rare Books and the Books in the Special Collections in the Frank Sullivan Room: A Supplement of Books and Pamphlets, 1985

Annual Report of the University Library, 1984-1985, 1985

Administration forms, 1985-

Acquisitions forms, 1985-

Cataloging forms, 1985-

Circulation forms, 1985-

ILL forms, 1985-

Media/Reserve forms, 1985-

Reference forms, 1985-

Reference Sources in Business: bibliographic guide, 1985

Special Collections forms, 1985-

Guide Book Von Der Ahe Library, 1985

[MS 4E1/4]

Jeffers exhibit, 1986

Library Associates events, 1986-

Workman exhibit, 1986?

Annual Report of the University Library, 1986-1987, 1987

1987-1988 Annual Report of the Charles Von der Ahe Library Loyola Marymount University, 1988

Online Search Service/Interlibrary Loan Services: flyer, 1988

Charles Von der Ahe Library Loyola Marymount University Annual Report, 1988-1989, 1989

Automation system dedication, 1990

Faculty Newsletter, Fall 1990

Celebration of the Opening of the Fritz B. Burns Room: invitation,
10 Jun 1991

Faculty Newsletter, Fall 1991

Information flyer, 1992

Guidebook: Charles Von der Ahe Library, ca. 1992

Library Newsletter, 1992

The Staff News, Issue 1, Dec 1992

[MS 4E1/5]

Annual Report, 1993
Faculty Newsletter, 1993
The Staff News, Issues 1-9, 1993

[MS 4E1/5]

"50th anniversary of the Warsaw Uprising" exhibit: news clipping, 1994
Announcements and flyers, 1994-2002
Annual Report Charles Von der Ahe Library July 1, 1993 - June 30, 1994, 1994
Faculty Newsletter, Fall 1994-
Farewell parties
Flyers, 1994-2001
Guide to the Charles Von der Ahe Library, ca. 1994
Information kiosk ceremony: announcement, 5 Aug 1994
Insider's Report, Issues 15-16, 1994
Library staff newsletter for 7/94, 1994
The Staff News, Issues 10-16, 1994

Annual Report Charles Von der Ahe Library 1994-1995, 1995
Annual Senior Art Exhibit, 1995
Faculty Newsletter, 1995
FAQ's, 1995
Insider's Report, Issue 17 [sic]; 2-4, 1995
Mau ('95), Bridgett: designed printed bookmark, 1995

Charles Von der Ahe Library Annual Report 1995/96, 1996
Faculty Newsletter, 1996
Staff & Stuff: newsletter, 1996

1996-1997 Annual Report of the Von der Ahe Library, 1997
Faculty Newsletter, Spring 1997
LMU Library Cataloging Department Manual, 1997
Library News for LMU Faculty: newsletter, 1997
Library Staff Stuff: newsletters, Feb; Jun 1997

[MS 4E1/6]

"Will Books Be A Road-Kill On The Information Superhighway?": panel discussion announcement, 17 Nov 1998

1997-1998 Annual Report of the Von der Ahe Library, 1998

Groundbreaking for a Miyawaki Library: invitation; news clipping; program, 25 Oct 1998

Library News for LMU Faculty: newsletters, Spring; Fall 1998
Library Staff Development Day: announcement, 9 Jan 1998
Library Staff Stuff: newsletters, Apr; May; Jul; Oct 1998
Staff Development Day, 1998
Westchester/Playa del Rey Historical Society Open House, 1998

Annual Report of the Von der Ahe Library, 1998-1999, 1999

Death of Administrative Secretary Angeles Giangregorio: memos.; news releases, Feb 1999

Library News for LMU Faculty: newsletters, Spring; Fall 1999
Library Staff Development Day: announcement, 3 Mar 1999
Library Staff Stuff: newsletters, April; Oct 1999
Thomas More exhibit, 1999

Annual Report of the Von der Ahe Library, 1999-2000, 2000
Dockweiler exhibit, 2000
Faculty orientation, 2000
Library News for LMU Faculty: newsletters, Apr; Spring 2000
Library Staff Stuff: newsletter, May 2000
Library Staff Stuff: newsletters, Jan; Apr; Fall 2000
Phone list, 2000

Annual Report, 2001
Rare books on loan at Hammer Museum: poster, 2001
Library News for Liberal Arts Faculty: newsletter, Fall 2001
Library Staff Stuff: newsletter, 2001
Von der Ahe Library Annual Report, 2000-2001, 2001
Library Archives and Special Collections web page: p/o, 2001

Annual report, 2002
Library News for Business Administration faculty: newsletter, 2002
Library News for Communication and Fine Arts faculty: newsletter, 2002
Library News for Education faculty: newsletter, 2002
Library News for Liberal Arts Faculty: newsletters, 2002
Library News for Science and Engineering faculty: newsletter, 2002

Library Services for Grad Students-Graduate Student Orientation: brochure, Aug 2002

Library Staff Stuff: newsletters, Mar; Aug 2002
Revealing student art exhibit: invitation postcard, 2002

Services for Faculty: Freshman English Program Orientation: brochure, Aug 2002

Staff Development Day, 2002

[MS 4E1/6]

Von der Ahe Library Annual Report, 2001-2002, 2002

Blank bookplate, c2003
Celebration of staff fundraising campaign: flyer, Apr 2003
Christmas card, 2003

Emergency tour, 2003
Evacuation drill, 2003
LSA Christmas party, 2003

Promises Made, Promises Kept: The Life of William H. Hannon: announcement postcard, 2003

Staff Development Day: flyer, 2003
Von der Ahe Library Annual Report, 2001-2002, 2002

[MS 4E1/7]

Library 75th anniversary exhibit elements, 2004

[MS 4E1/8]

Places You've Never Been tour, 2004

Emergency tour, 2004

Hannon exhibit, 2004

LSA waffle breakfast: invitation, 2004

Naomi Zahevi farewell: invitation, 2004

Promises Made, Promises Kept: The Life of William F. Hannon exhibition
postcard, 2004

Staff tour, 2004

Findley farewell, Marcia: invitation, Dec 2005

Honoring the Wrather Family: dinner menu, 2005

Christmas postcard card featuring Father Hubbard, 2006

Ice cream social: invitation, 2005

Picnic: invitation, 2005

Staff Development Day: invitation, 2005

Netsuke, 2006

Stevens farewell, Errol: invitation, Jan 2006

[MS 4E1/9]

Unprocessed, 2006-

[MS 4E2]

SERIES 2: LIBRARIAN³

Sub series a: Henry L. Walsh, S.J., AM, 1923-1929

Sub series b: Jerome R. Kelly, 1929-1931

Sub series c: John A. Moran, 1931

Sub series d: Frank Glaser, 1932-1934

Sub series e: Albert W. Dann, 1933

Sub series f: Margaret McCarthy, 1935

Sub series g: Dorothy E. Lynch O'Malley, 1937-1980

Pres. Merrifield: cor., 1972

Pres. Merrifield: cor., 1980

Sub series h: Frances Freleaux, 1948-

SERIES 3: ASSISTANT LIBRARIAN

Sub series a: Fred Gill

Sub series b: Gertrude Bell

³ previously Treasurer.

[MS 4E4c]

SERIES 4: LIBRARY DIRECTOR

Sub series a: John C. McAstocker, S.J., 1911-1914

Sub series b: Lawrence J. Heney, S.J., 1914-1915

Sub series c: Arthur D. Spearman, S.J., 1935-1947

Biography of father Frank Hamilton Spearman (1859-1937), nd
Book list, nd

"Director Reviews History of Library From First Years": [photocopy] article
in the *Loyolan*, 7 May 1943

Dawson's Bookshop: postcard inquiry, 1946

Students' (Arts) Library: Statement of income and expense (1945-1946), 1946

Jesuit Educational Association California Province: library statistical
report, 10 Oct 1946

Books Printed In Spain, 1939-1946: Consulado de Espana; cor., 1947

Books Printed In Spain, 1939-1946: exhibit design and planning; cor.;
memos., 1947

Books Printed In Spain, 1939-1946: exhibit program [photocopy], 1947

Cor., 1947

History of Administration of Loyola University Library: list, 1947

"Cornerstone Coins of Santa Clara": reprint from *The Numismatist*, 1948

University of Santa Clara Archivist Mary Shipsey: "Biographical Essay" [of
Arthur D. Spearman, S.J.]; webpage p/o, 22 Jul 2003

[MS 4E4d]

Sub series d: Theodore Marshall, S.J., 1947-1979

File series 1: Collection management

Reserves: retreat book list, nd

Western College Assoc.: library criteria; questionnaire, nd

Acquisitions statistical list, 1947

Forbidden books: annotated outline, 1947?

Annual report: draft, 1948

Cor.; questionnaires, 1948-

Northwest Assn. Of Secondary and Higher Schools: statistical survey questionnaire, 1949

The Catholic University of America Library: statistical survey questionnaire, 1949

[MS ov4]

Library benefactors: calligraphy with sketch; list of names, ca. 1950

[MS 4E4d1]

Donors: cor., 1950

Library Committee: roster, 1950

St. John's Cathedral, Fresno collection: accession cor., 1950

Statistics for U.S. Federal Security Agency: report, 1950

Catholic Library Association meeting: program, 1951

Growth in volumes [1930-1951]: bar chart, 1951

Growth of Book Collection [1929-1951]: table, 1951

Jesuit Educational Association California Province: library statistical report, 3 Jan 1951

Policies regarding Library Staff and Salaries survey: returned questionnaires, 1951

Summer Session Contract and Salary Policies in Jesuit Institutions: survey summary, 1951

Business Historical Society Baker Library: accession cor., 1953

Annual report: draft, 1954

Mulvihill library gift, Rev.: Cor., 1955

Council on Library Resources, Inc.: press release of purpose, 1956

Dictionary collecting: news release, 1956c

Forest Press, Inc.: Edition 14 Dewey Decimal Classification; cor., 1956

Provincial's Residence: censorship of de Chardin's *Le phenomem humain*; memos., 1956; 1961

Unknown report appendix Schedule C: accreditation report, 1956

[MS 4E4d1]

Association of College and Research Libraries: report, 1957
Cor., 1957

Education Department Chair Finnegan: cor., 1957

Expense summary, 1957

Gift cor., 1957

"Reading for a Liberal Education": list, 1957

Church Index of Forbidden Books: cor., 1958
 Cor., 1958
 Morrison, Perry D.: academic librarian survey letter, 1958

Catholic Library Assn: Report on Special Collections of Loyola University
 Library, 28 Feb 1959

Existing number of volumes in ten Dewey classes: report, 1959
 Library floor plan, 1959c
 News clippings, c1959
 President Casassa: Charles Von der Ahe oil portrait; cor., 1959
 President Casassa: Chilton, Mrs. T. Marie; cor., 1959-1962

Book contributions: acknowledgements; appraisals; lists, 1960
 Cor., 1960-1961
 Crans books gift: cor.; inventory, Jul 1960
 Embroidered scroll gift of Chang Kia-Ngau: cor., 1960
 Goldsmith collection, George Bramwell Baker's Oliver: news release, ca 1960
Jewish Association book donation: list, 1960c
 Law school statistics: list, 1960?
 Meade books gift, Frank: cor., inventory, 1960

Letter signed by King Louis XVI of France gift of Rt. Rev. Msgr. Vincent
 Lloyd-Russell: acknowledgement letter, 1960

Library statistics: reports, 1960
 Lovett donations, Frank: inventories, 1960
 Massard books gift: cor.; inventory, 1960
 Pres. Casassa: librarian job description: cor., 1960-1962
 Rare book vault: cor.; memo., 1960
 Sciulli books gift: cor.; inventory, 1960
 Shakespeare folios accession: brochure; news clipping, Oct 1960
 Geo. Washington's *Volney*(1796) gift of T. Marie Chilton: cor., Mar 1960

Benjamin Franklin Passy Press note gift of Pere S. Brown: ; cor., 1961
 Budget, 1961
 Collection analysis by Dewey classification as percentage: report, 1961
 Gift cor., 1961
 History Master's program: report, ca. 1961
 Library statistics: reports, 1961
 Maintenance and operation, 1961

Collins autograph donation, 1962
 Correspondence, 1962
 Library history, 1962
 Library statistics: reports, 1962
 Pres. Casassa: acquisitions librarian position; cor., 1962
 Pres. Casassa: censorship of Ortega y Gasset; cor., 1962
 O'Malley, Dorothy Lynch: cor., 1962-1964
 Professional staff roster with bios., Jun 1962

[MS 4E4d1]

Willow Wray collection: cor., 1962

Church Index of Forbidden Books: cor., 1963
Engineering Library: statistical reports, 1963

Law school book statistics 1962-1963: notes, 1963
Library Committee: report drafts, 1963-
Library of Congress Exchange Program: cor., 1963-1+1964
Library statistics: reports, 1963
List of staff, Sep 1963
Statistical report, 1963
Thompson, Edwin Alan: library evaluation report, 1963

[MS 4E4d1/2]

Academic departments library needs: summaries, 1964
Annual report: draft, May 1964
Church Index of Forbidden Books: cor., 1964
Crocker, Roy T.: memo re: George Washington's Military Guide, 1964
Donohue collection: cor., 1964
Gift acknowledgements: cor., 1964

Jesuit Education Association: "Statements of the Presidents of Jesuit Colleges and Universities Regarding the Development of Jesuit Higher Education"; report, Aug 1964

Librarians of four colleges meeting: notes, 13 Apr 1964
Library statistics: reports, 1964
Manuscript pages received from Stanley Slotkin: list, 1964
Cunningham gift of religious medallions: receipt, 1964

Shakespeare Folios accession: news article in *Loyola Letter*; 1964

Bio. info.: faculty profile; news release, 1965-1981
Buckley Educational Foundation: cor., 1965; 1969
Fact sheets, 1965-
Letterhead, -1960-1990-
Library statistics: reports, 1965
Staffing, 1965

Study of the Organization, Structure, and Functions of the Standing Committees of the University Westchester Campus - Library Committee: completed questionnaire, 1965

White, Rodney D.: St. Vincent's College archival materials; cor., 1965

Assn. Of American College survey: questionnaire, 1966
Budget prep, 1966

Church Index of Forbidden Books: *Catholic Mind*, "Index of Forbidden Books"; text of the Doctrinal Congregation statement; journal reprint, 1966

Church Index of Forbidden Books: *The Tidings*, "'Index' No Longer Has Force of Church Law"; news clipping, 17 Jun 1966

Oil painting of Charles Casassa by Mrs. Warren Sherlock: cor., 1966
President's report: questionnaire, 1966

[MS 4E4d1/2]

US Dept of Health, Education and Welfare College Library Resources Program:
reports, 1966-1969

US Dept of Health, Education and Welfare survey: cor., 1966

Chilton Collection, T. Marie: gift ack. [photocopy], 1967
Cor., 1967-

Kropp donated books, 1967

Kumpf books gift: cor.; inventory, 1967

Loyola University Great Books Collection: list, 1967c

Periodicals budget, 1967

Restricted funds, 1967-

US Dept of Health, Education and Welfare survey: reports, 1967-1971

Von Boltenstern, Verner and Florence: deed of gift draft, 30 Aug 1967

Assn of American Colleges: College Library Problems III Modern Technology
and the College Library: circular letter, 2 Mar 1968

Blystone, Prof.: proposed Margaret Muller Collection of American Philosophy
proposal: cor., 1968

Lou Vachon Coin Collection: cor., 1968

Pres. Casassa: cor., 1968

Questionnaires, 1968

Slotkin bookstore gift, 1968

US Dept. of HEW: application; cor.; reports, 1968

Academic VP John Clark: correspondence; memoranda, 1969

Academic VP John Clark: shared library budget with Marymount; cor., plans,
Jan 1969

Acquisition budget: notes, 1969

Baccalaureate accreditation, 1969

Director of Development Research Anita Rook: 1966-1969

statistics; cor., report, 1969

Sears Foundation College Library Grant Program: book lists; cor.; FAQ list,
1969-1975

Academic VP John Clark S.J.: correspondence; memoranda, 1970

Business College Dean Williamson: accreditation questionnaire, 1970

College Library Notes for the College President: "Federal Funds and the
College Library"; newsletter, 1970

College Library Resources Program, 1970-1973

Cor., 1970

Periodicals budget, 1970

Academic Vice-President Rev. John Clark S.J.: correspondence; memoranda, 1971
Accreditation report, 1971-1972
Affirmative Action: report, 1971
Biology Department Chair Carl Kadner: budget, 1971
Cor., 1971-

[MS 4E4d1/2]

Gift acknowledgements: cor., 1971
Hylan Freed Memorial Book Fund: cor., 1971

International Postcard Collectors Association Inc. Third Annual Postcard
Exhibition: partial catalog, Nov 1971

LRC, 1971
Library exhibits: correspondence, 1971
Maintenance and operations, 1971-
Stark postcard donation: cor., 1971
University Relations VP Mason: correspondence, Feb 1971

AAUP luncheon: prepared notes, 1972
Academic Vice-President Rev. John Clark S.J.: correspondence; memoranda, 1972
Cor., 1972

Dunsany personalia gift: cor., 1972
Gift acknowledgements: cor., 1972
Library data⁴: report, 1972
Library history, 1972

Number of book volumes added last five years: report, Feb 1972
O'Connell gift, 1972?

[MS 4E4d/3]

**An Invitation to Membership in the Loyola Marymount Library Associates,
c1975?**

AVP Clark, cor., 1973
Book expenditures for the month of November 1973: report, 30 Nov 1973
Cor., 1973

Academic Vice-President Rev. John Clark S.J.: correspondence; memoranda, 1974
Statement of library needs, c1974
Budget, 1973
Cor., 1973-
Dawson's, 1973

Educational Facility Planning Consultants Jerome Resnick: correspondence,
1973

⁴ Record Series B: Academic Vice-President, Western Association of Western Colleges 1972 accreditation report, pp. 99-103.

Expansion announcement, 1973c?

Floor plan, ca 1973

Library Selection Committee: submitted architects list, Feb 1973

Loyola Law Librarian Richard Rank: Growth of the Loyola University School of Law Library During the Period of 1963-1973: report, 1973

LRC Director Robert Ackley: expansion design stages; memo., 1973

Library expansion, 1973-

Loyola and Marymount Committees on the Educational Specifications for the Charles Von der Ahe Library - Learning Research Center: report, 8 Jan 1973

Sculpture, 1973

US Dept. of HEW: Fiscal year 1969 Annual Program and Expenditures Report, College Library Resources Grants, 1973

College Library Resources Program, 1974-1977

Departmental statements of library needs, 1974-

Detail Report by Department, 1974

Expansion planning: media library, 1974

HVAC system comparison between Von der Ahe building, law school library building and proposed expansion LRC; report, 8 May 1974

LRC, 1974

Maintenance and operations, 1974

Theology masters program collection support, 1974

40th service anniversary of Dorothy O'Malley: cor., 1975

Academic Vice-President Rev. John Clark S.J.: correspondence; memoranda, 1975

Business Manager Clyde Myers: collection insurance appraisal: cor., 1975

Chancellor Casassa: University Relations VP James Perine; Frank Sullivan library gift; cor., 1975

Cor., 1975

Library Learning Center groundbreaking: notes; program, 31 May 1975

Dedication of the Library Learning Resource Center, 1975-

Groundbreaking program, 1975

Hoover Institute, 1975

[MS 4E4d/3]

Jacobs, Rabbi Sidney J: Judaica gift acknowledgement, 1975

Library expansion furniture planning: cor., 1975

Library expansion: *Los Angeles Loyolan*; news clippings, 1975; 1977

Library fundraising

New faculty roster, 1975

"A Selection from the Special Collection of the Charles Von der Ahe Library":
flyer, 1976

Academic VP Clark: correspondence; memoranda, 1976
Appropriation reports, 1976-

Bicentennial, 1976
Cor., 1976
Learning Resource Center, 1976-
Myers: cor.; memo, 1976

[MS 4E4d/4]

Academic VP Clark: correspondence; memoranda, 1977

Academic VP Clark: Liberal Arts College Learning Resource Center transfer to
Von der Ahe Library: policy memo., 2 Feb 1977

Academic VP Clark: reclassification project; memos, Nov 1977-1979
Addition dedications: invitations; news clippings, 1977-1978
Addition: furnishings description, ca 1977

Alice in Wonderland prints within a graphic arts collection: memo. to file,
1977

An Evening with Loyola Marymount University

Evans Dr. G. Edward and Thomas K. Fry, "Loyola Marymount University Von der
Ahe Library Collection Evaluation Report", 1977-1978

Evans, Dr. G. Edward: "Management Review of Von der Ahe Library Loyola
Marymount University": cor.; report, 1977-1978

Growth in total number of volumes from 1951 to 1976: statistical report,
1977

Library tour fact sheet, 1977c
News clippings, 1977
Registrar Catherine Emenaker: archival records housekeeping; cor., 1977
University Hill Foundation, 1977

Academic VP Clark: correspondence; memoranda, 1978
Art Historians use of rare and reference books: cor., Aug-Sep 1978
Booksellers: cor., 1978

Business Manager Clyde Myers: collection insurance appraisal: cor.,
1978-1979

[MS 4E4d/4]

California School of Professional Psychology: cor., survey, 1978
Cor., 1978
Dunning, Vera, 1978

Floor plans: flyer, ca 1978
Forms, 1978

[MS 4E4d/3]

Frank Sullivan Memorial Fund: payroll deduction schedule, 1978

Frank Sullivan Rare and Special Books Room dedication: brochure; invitation; program, 1978

Library expansion budget: report, 1978
Library orientation guides, 1978-

Management Review of the Charles Von der Ahe Library: memo., 1978
Merit raises questionnaire, 1978
NewsBank, Inc.: microfiche news articles index; cor., 1978
Special Libraries Association: library history and stats, Sep 1978
Study Skills Center: cor., 1978

Academic VP Clark: Betty Blackman appointment as Director; announcement memo., 1979

Chancellor Casassa: John McCone book donation; cor., 1979
Chancellor Casassa: retirement; cor., 1979
Cor., 1979
Guidebook to the Von der Ahe Library: brochure paste-up [partial], 1979
Regents: memo., ca. 1979

Latin books: list, nd

Death of Marshall's secretary Ray Elizabeth Salajan: memorial card photocopy, 2005

[MS 4E4d2]

File series 2: Design and planning

A.C. Martin and Associates: "A Library Building for Loyola University of Los Angeles"; proposal, 1957

Charles Von der Ahe Library information leaflets with AC Martin floor plans, ca. 1958

University of San Francisco Gleeson Library, 1958-

"A New Library at Loyola University": transcription of address before Catholic Library Assn, 21 Nov 1959

AC Martin: "A Treasury of Knowledge"; building description, ca 1959

AC Martin: Charles Van [sic] der Ahe Library dedication program; original art paste-up, 1959

AC Martin: Charles Von der Ahe Library dedication program, Nov 1959
Distributed library fact sheet and floor plans, c1959
Library expansion: alumni talk; prepared notes, 1959
Library planning; cor., 1959
Space allocations: list, c1959
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