

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 There is a substantial artificial collection of unpublished narratives, journal articles and news clippings pertaining to local Westchester and del Rey history in the records of the Library.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 4K]

Record Series K: Institutional Research Director

SERIES 1: DONALD V. FRY¹, 1977-1981

Profile: report, 1977

American Council on Education: *The Cooperative Institutional Research Program*; booklet, 1978

Enrollment projections: report, 1978

Enrollment projection models, 1981-1987: report, Oct 1980

Strengthening Developing Institutions Program: report, 1981

[MS 4K2]

SERIES 2: ROSEMARY CLIFF, 1981-1993

Announcement of Rosemary Cliff as new director: news release, 1981

SAT Scores of LMU Freshman: report, 1981

Higher Education Research Institute: retention audit, 1982

A Survey of LMU Juniors: report, 1986

Reports and cor., 1986-1987

Statistical graphs, 1986

Student population statistics: report, 1988

Minorities in Education: A miscellany of Data: report, Jun 1990

"A Statistical History": report, 1991

"A Ten Year Statistical History": report, 1991

Faculty salaries, 1991

Planning Reference Compendium: Introduction, 1991

Planning Reference Compendium: Enrollment; LMU (A); Degrees; Costs, 1991

Planning Reference Compendium: Faculty; Freshman, 1991

Planning Reference Compendium: LMU (B); Minorities in Education, 1991

Special Session: Enrollment Issues at LMU: report, 1991

[MS 4K2/2]

1991

Statistical Handbooks, 1992-1994

1993

¹ Previously the function of institution research was conducted by the Assistant to the Academic Vice-President. Cf. Record Series J.

[MS 4K3]

SERIES 3: R. FRANCES HORVATH, 1994-1998?

1993

Statistical Handbook, 1994

Statistical Handbook, 1995

Statistical Handbook, 1996

Statistical Handbook, 1997

SERIES 4: BRIAN HU, 1998?

Retention and Graduation Rates Report, 1998

Statistical Handbook, 1998

Summary of Undergraduate Student Semester GPA Trend: report, 1998

Faculty compensation for online courses: e-memo; survey form, Apr 1999

Faculty compensation for online courses: webpage table of contents, Apr 1999

LMU Statistic Handbook: announcement; booklet; webpage p/o, Apr 1999

Department website

[MS 4K3/2]

Statistical Handbook, 2000

Statistical Handbook, 2001

Statistical Handbook, 2002

Statistical Handbook, 2003

Statistical Handbook, 2004

[MS 4L]

Record Series L: Admissions Associate Director

SERIES 1: DALE T. MARINI, 1988-

Death of father: news release, 2000

Record Series M: Financial Aid Associate Director

SERIES 1: MAUREEN HESSLER, 1988-

Record Series N: Associate University Registrar

SERIES 1: JEFFREY S. SEEGER, S.J., 1988-

News release, May 1987

[MS 401]

Record Series O: Academic Grants Office and Special Projects Director

SERIES 1: PATRICIA C. ALLEY, 1988-1990

Research at the Smithsonian Institute

Social Science Methodology Laboratory Project, 1979
Projects, 1979-1980

Lennox-Loyola Marymount Joint Teacher Training Project, 1982

Law school, 1983-

Bilingual education, 1984

Masood, Shahid A., 1984

Research Committee grant proposal evaluation forms, 1984

The Effects of Overcrowding in the California Prison System, c1984

Nuclear Magnetic Resonance Spectrometer for Undergraduate Education, 1985

[MS 401/2]

Correspondence 1987-1990

AAVP Koppes: cor., 1988

AGO/News: newsletter, Jan-Feb 1988

[MS 401/3]

Bloom, Arthur, 1988-1989

[MS 401/4]

Cor., 1988

Dean's Council, 1988

Faculty Senate, 1988-1990

News clippings, 1988

Patents and copyright, 1988

[MS 401/5]

Peat Marwick, 1988

University Research Committee, 1988

AGO/News: newsletter, Jan-Feb 1989

Archdiocese Teacher Training, grant proposal

Budget, 1989

Cor., 1989

Documents on Research & Scholarship, 1989

Glen Klinksiek University of Chicago Director of Risk Management, *The Risk Management Implications of Research Commercialization*: report, 1989

[MS 401/6]

Gonzaga University patents and copyright policy, 1989

Pomer, 1989

Santa Clara University patents and copyright policy, 1989

Scientific research misconduct policy, 1989

St. Louis University policy on patents, 1989

Summer research grant procedures, 1989

Summer research letters notification, 1989

University Research Committee: reports, 1989

Medical Preparation Program, 1990

National Research Council

Pomer, Judy, 1990

Summer research expense fund, 1990

Summer research grant applications, 1990

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Summer research grant applications, 1990

Summer research grant evaluations, 1990

Summer research notification letters, 1990

Summer research reports, 1990

University Research Committee

[MS 402a]

SERIES 2: BIRUTE A. VILEISIS, 1991-

Sub series a: Correspondence and reports

Cor., 1991-

Lion's Share: newsletter, Oct 1991 - Dec 1992

Academic Awards Convocations, 1992

Dan Murphy Foundation: proposal drafts, 1992

Lion's Share: newsletters, 1992-

Carnegie Foundation, 1992

Champlin Foundation: draft proposal, 1992

Fletcher Jones Foundation: cor.; news release; proposals, 1992

IBM Corp.: draft proposal, 1992

James Irvine Foundation, 1992-

John Stauffer Charitable Trust: draft proposal, 1992

Joseph Drown Foundation: draft proposal, 1992

[MS 402a/2]

Keck Foundation, W.M.: cor.; letter of intent; meetings notes; outline; proposal; request statement, 1992-1994

Library compact shelving project: draft proposal, 1992

Philip Morris Companies Inc.: concept paper; cor.; draft concept paper; request for proposals, 1992

Seaver Institute: draft proposal, 1992

Academic Awards Convocations, 1993

Alfred P. Sloan Foundation: proposal, 1993

Arnold and Mabel Beckman Professorship in Chemistry: draft proposal, 1993

Charter Day, 1993

Distinguished Teaching Award: ballots and ballot tallies, 1993

Distinguished Teaching Award: Brother John Grever; teaching philosophy statement, 1993

Distinguished Teaching Award: cor.; discussion notes; memo., 1993

Distinguished Teaching Award: Dr. David Mathison; teaching philosophy statement, 1993

Distinguished Teaching Award: Dr. Marie Anne Mayeski; teaching philosophy statement, 1993

Distinguished Teaching Award: Dr. Michael A. Genovese; teaching philosophy statement, 1993

[MS 402a/2]

Distinguished Teaching Award: George Desaro; teaching philosophy statement, 1993

[MS 402a/3]

Distinguished Teaching Award: James Foxworthy; teaching philosophy statement, 1993

Eurasia Foundation: cor.; proposal, 1993

Henry Luce Foundation: draft proposals, 1993

Institute for Regional Hispanic Development: draft proposal, Feb 1993

James Irvine Foundation, 1992-

Newman's Own Foundation: proposal, 1993

Sakhalin Island Entrepreneur Project: cor.; draft proposal, 1993-1994

Cor., 1994-1997

Dean Sergei Tschernisch Going Away Party, 1994

Five year report, 1995

Org charts, missions and goals: memos.; reports, 1995-

Annual report, 1997

Meet the Experts, 1999-

NEH Summer Stipends, 2003

Building Knowledge, Fostering Creativity: department booklet, 2004?

Email announcements, 2004

14th Faculty Recognition Luncheon: invitation, 2005

Sponsored Projects Office: awards compilation, 2006

[MS 402b]

Sub series b: Internal grants

Academic Research Information System, 1991
Summer research reports, 1991

Capitol Publications, 1992
Summer research applications, 1992

[MS 402b/2]

Summer research applications, 1992
Summer research awards, 1992
Summer research evaluations, 1992
Summer research proposals, 1992
Summer research reports, 1992

Summer research evaluations, 1993
Summer research proposals, 1993

[MS 402b/3]

Summer research proposals, 1993
Summer research reports, 1993
Oryx, 1993
Technology transfer, 1993

[MS 402b/4]

Summer research applications from Research Committee members, 1994
Summer research awards, 1994
Summer research proposals, 1994
Summer research reports, 1994

[MS 402b/5]

Committee evaluation forms, 1995
Research Committee, 1995

Summer Development Grant applications, 1995

Summer research applications from Research Committee members, 1995
Summer research awards, 1995
Summer research expense fund proposals, 1995
Summer research not funded proposals, 1995
Summer research proposals by new faculty, 1995
Summer research grant reports, 1995

[MS 402b/6]

Research Committee, 1996
Summer Proposal Development Grant: Berg; report, 1996

Summer research awards for new faculty, 1996
Summer research awards funded, 1996

[MS 402b/7]

Summer Development Grant Proposals: reports, 1996

Summer research awards not funded, 1996
Summer research expense fund proposals, 1996
Summer research grants alternates, 1996
Summer research grants applicants eliminated, 1996
Summer research grants application forms, 1996
Summer research grants applications, 1996
Summer research grants model proposals, 1996
Summer research grants new faculty application package, 1996
Summer research grants reports, 1996
Summer research grants responses from Applicants, 1996
Summer research grants revised, 1996
Summer research grants signature pages, 1996
Summer research grants to Research Committee members, 1996
Summer research proposals for new faculty, 1996

Eusufzai, Zaki, 1997

Leung, Brian, 1997

NEH Summer Stipend competition, 1997

Research Committee, 1997

[MS 402b/8]

Summer Proposal Development Grant application package, 1997

Summer Proposal Development Grant committee evaluations of not funded proposals, 1997

Summer Proposal Development Grant Dean's and Chairs evaluations, 1997

Summer Proposal Development Grant letters of notification, 1997

Summer Proposal Development Grant original proposals received, 1997

Summer Proposal Development Grant Proposals: Chris Chappel, 1997

Summer Proposal Development Grant Proposals: Youngsun Paik, 1997

Summer Proposal Development Grant Proposals: reports, 1997

Summer research expense fund applications, 1997

Summer research grant letters of notification awarded, 1997

Summer research grant letters of notification rejected, 1997

Summer research grant proposals by new faculty, 1997

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Summer research grants alternates, 1997
Summer research grants applications continuing faculty, 1997
Summer research grants applications package, 1997
Summer research grants new faculty application package, 1997
Summer research grants chairs and dean's evaluation, 1997
Summer research grants committee evaluations of non-funded proposals, 1997
Summer research grants letters to accept or decline, 1997
Summer research grants new faculty committee comments, 1997
Summer research grants new faculty original proposals, 1997
Summer research grants original proposals, 1997

[MS 402b/10]

Summer research grants original proposals, 1997
Summer research grants signed conditions forms, 1997

University of Dayton, 1997

Bobo, Benjamin, 1998
Research Committee: memos., 1998

Summer Development Grant application form, 1998
Summer Development Grant applications, 1998

Summer Proposal Development Grants, 1998
Summer Proposal Development Grants letters of notification, 1998
Summer Proposal Development Grants original proposals received, 1998
Summer research expense fund applications, 1998

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Summer research expense fund, 1998
Summer research grants ad hoc committee, 1998
Summer research grants applications, 1998
Summer research grants chairs and dean's evaluation, 1998
Summer research grants for continuing faculty, 1998

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Summer research grants for new faculty, 1998
Summer research grants letters of acceptance, 1998
Summer research grants letters of notification, 1998
Summer research grants main documents, 1998
Summer research grants new faculty applications, 1998
Summer research grants reports, 1998
Summer research grants regarding committee members, 1998

Templeton honor roll, 1998

[MS 402b/13]

Summer Proposal Development Grant: Judith Foy, cor., reports, 1999
Summer Proposal Development awarded, 1999
Summer Proposal Development letters of notification, 1999
Summer Proposal Development, 1999

Summer research applicants Birute's notes, 1999
Summer research expense fund applications, 1999
Summer research grants letters of acceptance, 1999
Summer research grants letters of notification, 1999
Summer research grants main documents, 1999
Summer research grants new faculty application package, 1999
Summer research grants new faculty applications, 1999
Summer research grants original proposals, 1999

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Summer research grants original proposals, 1999
Summer research grants regarding committee members, 1999
Summer research grants signed conditions forms, 1999
Summer research grants to continuing faculty, 1999

Research Committee chair, 2000-2001

Summer Expense Fund application packages, 2000
Summer Expense Fund important documents, 2000
Summer Expense Fund proposals received, 2000
Summer Expense Fund letters of notification awarded, 2000
Summer Expense Fund important documents, 2000

Summer grant in Aid of Research chairs evaluations, [2000?]
Summer grant in Aid of Research signature pages, [2000?]

Summer Proposal Development Grant application package, 2000
Summer Proposal Development Grant letters of notification, 2000
Summer Proposal Development Grant signature pages, 2000

[MS 402b/15]

Summer Proposal Development Grants original proposals received, 2000
Summer Proposal Development Grants, 2000

Summer research grants for continuing faculty letters to accept and decline awards, 2000

Summer research grants for continuing faculty, 2000
Summer research grants for new faculty chairs and deans evaluations, 2000
Summer research grants for new faculty important documents, 2000
Summer research grants for new faculty letters of notification awarded, 2000
Summer research grants for new faculty signature pages, 2000

Summer research grants important documents, 2000
Summer research grants new faculty, 2000
Summer research grants non-funded applications, 2000

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Summer research grants original proposals, 2000
Summer research grants received from Research Committee members, 2000
Summer research grants received letters of notification awarded, 2000
Summer research grants received letters of notification rejected, 2000
Summer research grants received of University Research Committee members,
2000
Summer research grants reports, 2000
Summer research grants response from applicants, 2000

Faculty Grants for Integrating Technology into the Educational Process, 2001
Faith and Justice Grants, 2001

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Summer research grants for continuing faculty, 2000 - 2001

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Faith and Justice Grants, 2001
Faith and Justice Grants application forms, 2001
Faith and Justice Grants proposals received, 2001

Research Committee chair, 2001

Summer Expense Fund chair's file, 2001

Summer Expense Fund, 2001

Summer Proposal Development Grant application packages, 2001
Summer Proposal Development Grant letters of notification, 2001
Summer Proposal Development Grant original proposals received, 2001
Summer Proposal Development Grant report, 2001
Summer Proposal Development Grant signature pages, 2001
Summer Proposal Development Grants, 2001

Summer research awards, 2001
Summer research expense fund applications, 2001
Summer research grants application process, 2001

Summer research grants for continuing faculty letters of notification
awarded, 2001

Summer research grants from University Research Committee members, 2001
Summer research grants important documents, 2001
Summer research grants letters of acceptance, 2001
Summer research grants letters of notification rejections, 2001
Summer research grants letters of notification, 2001
Summer research grants letters to accept or decline awards, 2001
Summer research grants new faculty application packages, 2001
Summer research grants new faculty important documents, 2001
Summer research grants new faculty original proposals received, 2001
Summer research grants new faculty signature pages, 2001

Summer research grants original proposals received, 2001

Summer research grants received from University Research Committee members, 2001

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Summer research grants reports, 2001

Summer research proposals by new faculty, 2001

Summer research proposals, 2001

Summer research reports by new faculty, 2001

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Faith and Justice Grants, 2002

Summer Expense Fund application packages, 2002

Summer Expense Fund important documents, 2002

Summer Expense Fund letters of notification, 2002

Summer Expense Fund proposals received, 2002

Summer Proposal Development Grants application packages, 2002

Summer Proposal Development Grants letters of notification, 2002

Summer Proposal Development Grants original proposals received, 2002

Summer Proposal Development Grants report, 2002

Summer Proposal Development Grants, 2002

Summer research grants application processes, 2002

Summer research grants important documents, 2002

Summer research grants letters of notification awards, 2002

Summer research grants letters of notification rejections, 2002

Summer research grants letters of notification, 2002

Summer research grants letters to accept or decline awards, 2002

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Summer research grants original proposals received, 2002

Summer research grants new faculty important documents, 2002

Summer research grants new faculty original proposals received, 2002

Summer research grants new faculty signature pages, 2002

Summer research grants proposals received from University Research Committee members, 2002

Summer research grants University Research Committee members, 2002

Summer research grants, 2002

Faith and Justice Grants, 2003

Summer Proposal Development Grants letters of approval, 2003

Summer Proposal Development Grants letters of denial, 2003

Summer Proposal Development Grants, 2003

Summer research expense fund, 2003

Summer research expense fund letters of approval, 2003

Summer research grants for continuing faculty, 2003

Summer research grants for continuing faculty, 2003

Summer research grants for continuing faculty dean and chair evaluations, 2003

Summer research grants for continuing faculty letters of appeal, 2003

Summer research grants for continuing faculty letters of approval, 2003

Summer research grants for continuing faculty letters of denial, 2003

Summer research grants for continuing faculty special committee, 2003

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Summer research grants, 2003 - 2004

[MS 402b/20]

Summer research grants, 2005 - 2006

[MS 402c/1]

Sub series c: External grants

NEH Summer Stipend letters, 1993

NEH Summer Stipends, 1993

NEH Summer Stipends guidelines, 1995

[MS 402c/2]

NEH Summer Stipends, 1996

NEH Summer Stipend originals of Research Committee evaluations, 1997

NEH Summer Stipend originals of proposal package for Research Committee, 1997

NEH Summer Stipend originals of proposal package for Research Committee, 1998

NEH Summer Stipend competiton, 1998

NEH Summer Stipends, 2001

NEH Summer Stipends letters, 2001

NEH Summer Stipends proposals received, 2001

NEH Summer Stipends, 2002

[MS 4P]

Record Series P: Learning Resource Center Director

SERIES 1: EDWARD J. LYNCH, S.J., -1971-

SERIES 2: ALINE SEYDOUX, 1972-1982

-1973-

SERIES 3: ELENA BOVE, 1982-1988

General files, -1984-

SERIES 4: OLIVIA LABOUFF, 1988-1991

SERIES 5: KEVIN K. O'CONNOR, 1991-1999

From the Source newsletter: Vol. VI No. 2; Vol. VII No. 1, 1994-1995

Mission and goals statement, 1996

Jon Scott: news clipping, 1997

Brochures and flyers, 1998

Joanna Boval: "Personal Perspectives - Learning from an Office for Civil Rights Complaint: Revisions and Reaffirmations" (with Kevin O'Connor): *Journal of Postsecondary Education and Disability* Vol. 13 (1); photocopy, 1998

Brochure, n.d.

[MS 4P/2]

SERIES 6: DR. MARCIA ALBERT

Presentation notes, nd

"Classroom Assessment Workshop: How to Help Students Succeed in the Learning Communities Classroom": presentation notes, Mar 2000

Email, 00

Moving, 2003

Flyer, n.d.

Record Series Q: Instructional Media Center Director

SERIES 1: ALINE SEYDOUX, 1982-1989²

Record Series R: Admissions and Financial Aid Associate Vice President

SERIES 1: JOSEPH A. MERANTE, 1993-

Report, 93

News clipping, 1999

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Record Series S: Associate Vice President for Academic Affairs

Notes & Queries for Strategic Planners

Presidential citations, 2004

Record Series T: Director of Beyond LMU

SERIES 1: DR. KATHLEEN HARRIS, 2001-

² No records.

Record Series U: Associate Academic Vice President for Library and Information Resources

SERIES 1: DR. EDWARD EVANS, 2002-

Record Series V: Director of Assessment and Data Analysis

Wahl, Kelly: email announcement, Nov 2002

Record Series W: Associate Academic Vice President for Institutional Effectiveness

Kasimatis, Margaret, 2006

Record Series X: Vice President for Enrollment Management, 2006

Senior VP Rose: appointment announcement, 2006

[MS 4P]

Record Series Y: Vice President for Research and Graduate Studies, 2006

Joseph Hellige: appointment announcement; news clipping, 2007

Record Series Z: Vice President for Undergraduate Education, 2006

SERIES 1:

First Annual Undergraduate Research Symposium: Foundations for the Future: handbill, 2009