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 There is a substantial artificial collection of unpublished narratives, journal articles and news clippings pertaining to local Westchester and del Rey history in the records of the Library.
Record Series A: Publications

Series 1: Catalogs and Class Schedules

First Annual Catalog of Los Angeles College 1911-1912, 1911
Second Annual Catalog of Los Angeles College 1912-1913, 1912
Third Annual Catalog of Los Angeles College 1913-1914, 1913

St. Vincent's College Annual Catalogue 1914 - 1915, 1914

51st Annual Catalogue and Bulletin of St. Vincent's College 1915-1916, 1915
52nd Annual Catalogue and Bulletin of St. Vincent's College 1916-1917, 1916

Annual Bulletin 1917-1918, 1917

Loyola College Announcement for the Year 1920-1921, 1920
Loyola College Announcement for the Year 1921-1922, 1921

untitled bound volume, 1921

Loyola College Catalogue, 1923-1924 Announcements 1924-1925, Jul 1924
Loyola College Catalogue, 1924-1925 Announcements 1925-1926, Jul 1925

Loyola College Catalogue, 1926-1927 Announcements 1927-1928, Jul 1927
Loyola High School Catalogue, 1926-1927 Announcements 1927-1928, 1927

Loyola College Catalogue, 1927-1928 Announcements 1928-1929, June, 1928

Loyola College Catalogue, 1928-1929 Announcements 1929-1930, May 1929
Loyola High School Catalogue, 1928-1929 Announcements 1929-1930, 1929

Loyola University Catalog 1926-1930, 1930
Loyola University Catalog 1926-1930, 1930

1 includes: 51st Annual Catalogue and Bulletin of St. Vincent's College1915-1916; 52nd Annual Catalogue and Bulletin of St. Vincent's College1916-1917; Annual Bulletin 1917-1918; Loyola College Annual Bulletin 1918-1919 Reserve Officers Training Corps (1918); Loyola College Announcement for the Year 1920-1921; Loyola College Announcement for the Year 1921-1922.

2 includes: Loyola College Bulletin Loyola College of Commerce and Finance Announcement 1926-1927 (1926); Loyola College Catalogue 1926-1927Announcements 1927-1928; Loyola College Catalogue, 1927-1928 Announcements 1928-1929; Loyola College Catalogue, 1928-1929 Announcements 1929-1930; Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1929-1930 (1930).

3 includes: Loyola College Catalogue 1926-1927Announcements 1927-1928; Loyola College Catalogue, 1927-1928 Announcements 1928-1929; Loyola College Catalogue, 1928-1929 Announcements 1929-1930; Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1929-1930 (1930).
Loyola University Catalog 1930-1933, 1934

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Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1932-1933 Announcements 1933-1934, May 1933

Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1933-1934 Announcements 1934-1935, May 1934

Schedule of classes, 1934
Schedule of classes [photocopies], Fall 1934

College of Commerce Evening Division: course announcements, 1935
Extension Division School of Social Work: course announcements, 1935

Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1934-1935 Announcements 1935-1936, May 1935

Loyola University of Los Angeles Schedule and Directory Session 1934-1935, 1935

Loyola University Catalogues 1934-36, 1936

Loyola University Catalogues 1934-38, 1937

Loyola University Bulletin Registration Announcements: First Semester 1936-1937, 1936

Loyola University Bulletin Registration Announcements: First Semester 1937-1938, 1937

[MS 4A1/4]

Loyola University Bulletin Registration Announcements: First Semester 1938-1939, 1938

Loyola University Downtown College: evening division course offerings; pamphlet, 1939

Loyola University of Los Angeles Catalogue 1939-1940, 1939

Loyola University Bulletin Registration Announcements: First Semester 1939-1940, 1939

Loyola University Bulletin Registration Announcements:

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4 includes: Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1930-1931, Jun 1931; Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1931-1932, Jun 1932; Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1932-1933 Announcements 1933-1934, May 1933; Loyola University at Los Angeles College of Arts and Sciences College of Commerce 1933-1934 Announcements 1934-1935, May 1934.


First Semester 1940-1941, 1940
Loyola University Catalogues 1937-1940, 1940
Loyola University of Los Angeles Catalogue 1940-1941, 1940

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Downtown Evening College: application and bulletin, 1941
First Semester 1941-1942, 1941
Loyola University Bulletin Registration Announcements:
Loyola University of Los Angeles Catalogue 1941-1942, 1941

Loyola University of Los Angeles Accelerated Wartime Program Catalogue 1942-1943, 1942
Loyola University of Los Angeles Catalogue Wartime Supplement 1943-1944 1944-1945, 1943
Loyola University of Los Angeles: evening division course offerings; pamphlet, 1945
Loyola University of Los Angeles Bulletin 1946-1947, 1946
Announcement of the Summer Session: booklet, 1947
Loyola University of Los Angeles Bulletin 1947-1948, 1947
Announcement of the Summer Session: booklet, 1948
Loyola University of Los Angeles Bulletin 1948-1950, 1948
Announcement of the Summer Institutes and Lectures, 1949
Announcement of the Summer Session: booklet, 1949
Announcement of the Summer Session: booklet, 1950
Loyola University of Los Angeles Bulletin 1950-1952, 1950
Loyola University of Los Angeles Bulletin, Graduate Division, Aug 1950

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Loyola University of Los Angeles Bulletin, Graduate Division, 1951
Schedule of courses, 1951
Summer Session Schedule of Classes, 1951

Loyola University of Los Angeles Bulletin, Graduate Division, Aug 1952
Loyola University of Los Angeles Bulletin Vol. 22, No. 1, June 1952
Bulletin: Announcement of Summer Session, Vol. 22, No. 4, Mar 1953
Bulletin: Announcement of the Evening Division and Graduate Division, Feb 1953
Loyola University of Los Angeles catalog Vol. 23, No. 1, June 1953
Loyola University of Los Angeles Bulletin, Graduate Division, Aug 1953
Loyola University of Los Angeles Bulletin, Graduate Division, Feb 1953
Loyola University of Los Angeles Bulletin, Graduate Division, Sep 1953

7 includes: Loyola University at Los Angeles Catalogue 1937-1938, May 1938; Loyola University at Los Angeles Catalogue 1938-1939, 1939; Loyola University at Los Angeles Catalogue 1939-1940, 1940.
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Bulletin Loyola University of Los Angeles: Announcement of Summer Session, Vol. 24, No. 4, Mar 1955
Bulletin Loyola University of Los Angeles Catalogue Issue, Vol. 25, No. 1, June 1955
Bulletin Loyola University of Los Angeles Announcement of the Graduate Division, Vol. 25, No. 2 Aug 1955
Loyola University of Los Angeles Summer Session June 25 – August 3, Vol. 25, No. 4, Mar 1956
Loyola University of Los Angeles Bulletin, Graduate Division, Aug 1956
Loyola University of Los Angeles Bulletin Vol. 26, No. 1, Jun 1956
Loyola University of Los Angeles Bulletin Vol. 27, No. 1, Jun 1957
Loyola University of Los Angeles Bulletin, Graduate Division, Aug 1957
Loyola University of Los Angeles Summer Session June 25 – August 3, Vol. 26, No. 4, Mar 1957

Evening Division course announcements: brochure, Fall 1958
Loyola University of Los Angeles Summer Session June 23 – August 1, Vol. 27, No. 4, Mar 1958

Loyola University of Los Angeles Bulletin, Graduate Division, Aug 1958
Loyola University of Los Angeles Bulletin Vol. 28, No. 1, Jun 1958
Loyola University of Los Angeles Bulletin Vol. 29, No. 1, Jun 1959
Loyola University of Los Angeles Bulletin, Graduate Division, Aug 1959
Loyola University of Los Angeles Summer Session June 23 – August 1, Vol. 28, No. 4, Mar 1959

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1961 Spring Schedule of Classes, 1961
1960 Summer Session Bulletin Vol. 29, No. 4, Mar 1960
1960 Summer Session Bulletin Schedule of Classes, 1960

1961 Spring Schedule of Classes, 1961
1961 Summer Session Bulletin Vol. 30, No. 4, Mar 1961
1961 Fall Schedule of Classes, 1961

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1962 Spring Schedule of Classes, 1962
1962 Summer Session Bulletin Vol. 31, No. 4, Mar 1962
1962 Fall Schedule of Classes, 1962

1963 Summer Session Bulletin Vol. 32, No. 4, Mar 1963
1963 Fall Schedule of Classes, 1963

1964 Spring Schedule of Classes, 1964
1964 Summer Session Bulletin Vol. 33, No. 4, Mar 1964
1964 Summer Session Schedule, 1964
1964 Fall Schedule of Classes, 1964

1965 Spring Schedule of Classes, 1965
1965 Summer Session Bulletin Vol. 34, No. 4 (green), Mar 1965
1965 Summer Session Bulletin Vol. 34, No. 4 (white), Mar 1965
1965 Fall Schedule of Classes, 1965

1966 Spring Schedule of Classes, 1966
1966 Summer Session Bulletin Vol. 35, No. 4 (green), Mar 1966
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1966 Fall Schedule of Classes, 1966

1967 Summer Session Bulletin Vol. 36, No. 4 (green), Mar 1967
1967 Summer Session Bulletin Vol. 36, No. 4 (red, white and blue), Mar 1967
1967 Summer Session Special Shot Term Courses, 1967
1967 Summer Session calendar, 1967

1968 Summer Session Bulletin Vol. 37, No. 4, Mar 1968
1968 Summer Session Schedule, 1968

1969 Winter Schedule of Classes, 1969
1969 Spring Schedule of Classes, 1969

1970 Summer Session Bulletin Vol. 29[?], No. 4, Feb 1970

Memoranda of correction to Vol. 40, 1970

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1971 Summer Session Bulletin Vol. 40, No. 4, Feb 1971

1972 Summer Session Bulletin Vol. 41, No. 4, Feb 1972

1973 Loyola University of Los Angeles and Marymount College Summer Session Bulletin Vol. 42, No. 3, Feb 1973

1974 Summer Session Preliminary Announcements, 1974
1974 Summer Session Bulletin Vol. 43, No. 2 [A], 1974

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1983 Spring Continuing Education and Industrial Relations Bulletin and Course Calendar, 1983

1983 Summer Session Continuing Education, Industrial Relations and Summer Session Bulletin and Course Calendar, 1983

1983 Fall Continuing Education and Industrial Relations Bulletin and Course Calendar, 1983


1984 Schedule of Classes Spring, 1984

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1984 Fall Continuing Education and Industrial Relations Bulletin and Course Calendar, 1984

1984 Schedule of Classes Fall, 1984

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1985 Spring Schedule of Classes, 1985

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1985 Fall Continuing Education and Industrial Relations Bulletin and Course Calendar, 1985

1986 Spring Schedule of Classes, 1986
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1986 Spring Continuing Education and Industrial Relations Bulletin and Course Calendar, 1986

1986 Summer Schedule of Classes, 1986
1986 Fall Continuing Education and Industrial Relations Bulletin and Course Calendar, 1986

1986 Fall Schedule of Classes, 1986

1987 Spring Schedule of Classes, 1987
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1991 Fall Schedule of Classes, 1991

1992 Spring Schedule of Classes, 1992
1992 Fall Continuing Education Bulletin, 1992
1992 Fall Schedule of Classes, 1992
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1999 Spring Schedule of Classes, 1999
1999 Summer Session, Vol. 69, No. 1, Feb 1999
1999 Fall Extension Continuing Education Courses, Vol. 69, No. 3, Jun 1999
1999 Fall Schedule of Classes, 1999

2000 Spring Extension Continuing Education Courses, Vol. 69, No. 6, Nov 1999
2000 Spring Schedule of Classes, 2000
2000 Summer Session, Vol. 70, No. 1, Feb 2000
2000 Fall Extension Continuing Education Courses, Vol. 70, No. 3, Jun 2000
2000 Fall Schedule of Classes, 2000

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[MS 4A1/17]

2001 Spring Schedule of Classes, 2001
2001 Summer Session, Vol. [70], No. 1, Feb 2001
2001 Fall Schedule of Classes, 2001

2002 Spring Extension Continuing Education Courses, Vol. 71, No. 6, 2001
2002 Spring Schedule of Classes, 2002
2002 Summer Session, Vol. 72, No. 1, Feb 2002
2002 Fall Extension Continuing Education Courses, Vol. 72, No. 2, Jun 2002
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2002 Fall Schedule of Classes, 2002

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SERIES 2: PROMOTIONAL LITERATURE

Loyola University at Los Angeles: A Catholic College for Men Conducted by the Jesuit Fathers; promotional brochure, ca. 1930

Loyola University at Los Angeles: promotional booklet, ca. 1932
Loyola University of Los Angeles: promotional brochure, ca. 1935

College! War! Peace!--YOU?: promotional brochure, 1942
Which College?, ca. 1945
The Veteran Returns to College, ca. 1947

General Information about Loyola University of Los Angeles, ca. 1950
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Going to College?...Let Me Tell You About It: promotional pamphlet, 1953
Introduction to Loyola University of Los Angeles, ca. 1953

Loyola University of Los Angeles: An Introduction the University and a Guide to Admission, ca. 1959

Loyola University of Los Angeles: A Profile: booklet, ca.1960
Loyola University of Los Angeles: A Profile: brochure, ca.1960
Loyola Profile 1964 1965: promotional booklet, 1964

Loyola University of Los Angeles: promotional booklet, ca. 1965
Loyola University of Los Angeles...A Profile 1965 - 1966: promotional brochure, 1965

Loyola University of Los Angeles...A Profile 1966 - 1967 Undergraduate Admission Information: promotional brochure, 1966

Loyola University of Los Angeles Undergraduate Admission Information: promotional brochure, 1967


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Financial Aids Loyola University of Los Angeles: information brochure, 1970
Loyola University of Los Angeles: promotional booklet, 1970

Loyola University and Marymount College (promotional booklet), 1971

Loyola Marymount University: promotional booklet, 1973
Loyola Marymount University: view book, 1973

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Student Focus Loyola Marymount University: promotional booklet, 1975

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Loyola Marymount University: promotional view book, 1976
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The Future is Now...Loyola Marymount University (promotional information package), ca. 1977

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Loyola Marymount University: A Profile: promotional brochure, 1978
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Loyola Marymount University: promotional brochure, 1980
Brochure, 1982
Loyola Marymount University: promotional view book, 1983
A Profile: Loyola Marymount University: brochure, 1983
This is LMU: brochure, 1984
Loyola Marymount University: promotional view book, 1985

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The numbers paint the economic picture: promotional brochure, 2002

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SERIES 3: FACULTY HANDBOOKS, NEWSLETTERS AND LISTS OF PUBLISHED WORKS

(Faculty) Bulletin, Vol. 1, Nos. 1-3, 1936
(Faculty) Bulletin, Vol. 2, No. 1, 1937

Faculty Bulletin, No. 1, 1952
Loyola University of Los Angeles Faculty Handbook, 1952
Faculty Bulletin, Nos. 2-5, 1953
Faculty Bulletin No. 6; 7, Mar; May 1954
Loyola University of Los Angeles Handbook for the Faculty, 1956
Faculty Bulletin, 1958
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Life: Official Calendar and Academic Bulletin, 1960
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Loyola University of Los Angeles Faculty Advisors Handbook, 1967
Faculty News Notes, 1968
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Faculty News Notes, 1969
Marymount College Handbook for the Faculty, 1969

Faculty News Notes, Jan-Feb 1970
Loyola/Marymount Personnel Notes, 1970
News Notes...The Faculty and Staff, 1970

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Faculty Handbook: final general draft copy, (revised) Apr 1971
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Loyola Marymount University Handbook for the Faculty, 1973

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Faculty Newsbriefs, Vol. 1, No. 1, Nov 1982
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Faculty Newsletter, Vol. IV, Nos. 1-2, 1984-1985
Faculty Newsletter, Vol. V, No. 1, 1986

“Summary of Faculty Scholarship and Awards, 1984-6”: compilation, ca. 1986
Loyola Marymount University Faculty Handbook, 1987

Faculty Publications and Creative Works, Vol. 1: booklet, 1991  
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Faculty Publications and Creative Works, Vol. 3: booklet, 1993  
Faculty Publications and Creative Works, Vol. 4: booklet, 1994

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Didaskalos: A Newsletter by and for the LMU Faculty Committee on Excellence in Teaching, May 1995

Faculty Publications and Creative Works, Vol. 5: booklet, 1995

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Loyola Marymount University Faculty Handbook, (revised) 1996

Faculty Publications and Creative Works, Vol. 7: booklet, 1997  
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Faculty Publications and Creative Works, Vol. 8: booklet, 1998  
Faculty Publications and Creative Works, Vol. 9: booklet, 1999
Record Series B: Academic Affairs events

Series 1: Annual Events

Sub Series a: Senior Day

Announcements; correspondence; lunch ticket; memorandum; program; schedules, 1949-1950; 1962; 1964; 1966-1967; 1969-1970; 1974

Sub Series b: Open House

Announcements; invitations; memorandum; reprint of special page of The Tidings devoted to Loyola University of Los Angeles, 1957-1959

Open House: information kits; invitation; memoranda; press releases; programs; schedules, 1960-1969

Open House: correspondence; flyers; memoranda; press releases; program; schedule, 1972-1973; 1975; 1977-1978


Sub Series c: Faculty Forum

“Nuclear War: Target Los Angeles”: flyer, 1982
Presentation by Dr. Scott Kester on education: flyer, 1991?

Sub Series d: Faculty lectures and seminars


“Potpourri of Thermal Relations in Beetles, Moles and Aloes of Africa”: flyer, Sep 1985

Correspondence, 1985
Calendar, Fall 1988
“The Origins of the Great Depression Reconsidered”: flyer, 1988

“The History of the Use and Distortions of the Platonic Dialogue in Christian Theology”: flyer, 1990

“The Polish Cross” (video screening): flyer, 1995
Sub Series e: Faculty socials
Announcements and flyers
BBQ, 1995
1999

Sub Series f: Preview Day

Sub Series g: Orientation
New faculty orientation: schedule, 2006

Sub Series h: Los Angeles Collaborative for Teacher Education Meet the Teachers Roundtable

Sub Series i: College Advisement Day
Program, 1982

Sub Series j: The Book

Sub Series k: Faculty retreat
2002

SERIES 2: SPECIAL EVENTS

Emanaker’s 40th year, 1979

John Swanson, Narrative Arts: library exhibit, 1983
Pre-College Advisement Day: program booklet, 1983

“War and Peace in the Middle East: An Information Session”: program, 1991?
Book signing (Chuck Rosenthal, Gail Wronsky and Molly Bendall): flyer, 1993
Retirements and farewell receptions: announcements; flyers, 1994; 1997
Book signing (Chuck Rosenthal): flyer, 1995

On Wings of Angels: St. Vincent Medical Center; program, 2000

The Von der Ahe Library at Loyola Marymount University Celebrates 75!: invitation, 2004

Farewell of Michael Engh, S.J., 2008