

RECORD GROUP 6

**BUSINESS AND FINANCE, 1912 TO PRESENT DAY –
SERIES A-B**

Although a Treasurer’s Office wasn’t formerly established until the move to the present Westchester campus site in 1929, the fiduciary role of a Treasurer has always been established. At times, also known as the Business Manager, these records include those of the Vice-president, Comptroller, Bursar, Information Services, Purchasing and Personnel Directors along with numerous business records and ledgers.

Last updated March 9, 2011

Record Series A: Treasurer.....	3
Series 1: Joseph Tomkin, SJ, 1912-1914	3
Series 2: Timothy L. Murphy, SJ, 1914-1915.....	3
Series 3: Henry E. Boesch, SJ, 1915-1920	3
Series 4: William Driscoll, SJ, 1920-1923.....	3
Series 5: Henry L. Walsh, SJ, 1923-1929.....	3
Series 6: John C. Ward, SJ, 1929-1930	3
Series 7: John P. Madden, SJ, 1930-1931	3
Series 8: Robert H. Shepherd, SJ, 1931-1934	4
Series 10: Lorenzo M. Malone, SJ, 1935-1936.....	5
Series 11: Ernest P. Watson, SJ, 1936-1938	5
Series 12: Lorenzo M. Malone, SJ, 1938-1943.....	5
Series 13: Frederick M. Coffey, SJ, 1943-1948	5
Sub series a: General files	5
Sub series b: Estate And Gift Records	5
Sub series c: Real estate records.....	6
Series 14: Louis C. Rudolph, SJ, 1948-1953.....	9
Series 15: Charles A. McQuillan, SJ, 1953-1956	9
Series 16: Joseph P. Carroll, SJ, 1956-1959.....	9
Series 17: Charles B. Prussing, SJ, 1959-1960.....	9
Series 18: Clement J. Schneider, SJ, 1960-1966	10
Series 19: Dr. Hilary R. Werts, SJ, 1967-1969.....	11
Series 20: Hyland Freed, 1970-1971	11
Record Series B: Vice-President	11
Series 1: Joseph Tomkin, SJ, 1912-1914	11
Series 2: Timothy L. Murphy, SJ, 1914-1915.....	11
Series 3: James J. Hayes, SJ, 1915-1917.....	11
Series 4: Zacheus J. Meyer, SJ, 1917-1919.....	11

Series 5: Cornelius F. Deeney, 1919-1922	11
Series 6: Peter J. Halpin, SJ, 1927-1928	11
Series 7: John P. Madden, SJ, 1928-1929	11
Series 8: William I. Rice, SJ, 1935-1936	11
Series 9: Robert S. Shepherd, SJ, 1936-1940	11
Series 10: John C. Gaffney, SJ, 1939-1942	11
Series 11: Schneider, SJ, 1942-1943.....	11
Series 12: Lorenzo M. Malone, SJ, 1943-1952.....	11
Series 13: O'Rourke, 1952-1956	11
Series 15: Hylan Freed, 1969-1972	12
Series 16: John A. Pfaffinger, 1972-1989.....	14
Series 17: John R. Oester, 1989-2002	28
Series 18: Thomas O. Fleming, 2003-.....	34

[MS 6A]

Record Series A: Treasurer¹

Series 1: Joseph Tomkin, SJ, 1912-1914

Series 2: Timothy L. Murphy, SJ, 1914-1915

Series 3: Henry E. Boesch, SJ, 1915-1920

Series 4: William Driscoll, SJ, 1920-1923

Series 5: Henry L. Walsh, SJ, 1923-1929

Series 6: John C. Ward, SJ, 1929-1930

Bank of America account: cash account book; check register (#1-507), Sep 1929
- Mar 1931

Cash receivables, Oct 1929 - Apr 1930

[MS ov6S/1]

Series 7: John P. Madden, SJ, 1930-1931

Accounts, 1930-1931

[MS 6A]

Disbursements: summary, Jan-Dec 1930
Kelly Expense journal pp. 1-14, 1930-1931
Receipts: statements, 1930

[MS ov6S/1]

Expenses and receipts pp. 1-58, Apr 1930 - Jan 1931

[MS 6A]

Disbursements and receipts: summary statement for fiscal year 1930-1931, 1931
Expenses and receivables, 1930 - Nov 1931
Law school expenses and receivables pp. 1-13: summary statements, 1930-1932
Receivables: summary statements, Jan-Dec 1930
Summary of disbursements and receipts, 1 Jul 1930 - 1 Jul 1931
Tuition note payments, 1930-1933

University City Syndicate (UCS), Inc., Ltd.: Executive Committee: Loyola
University water pump; invoices, Aug-Dec 1930

¹ Previously Executive Director for Business Affairs, Associate Vice President for Administrative Services; Treasurer; Secretary/Treasurer or Business Manager.

Yearly disbursements and receipts summary; reports, 1930-1932

[MS ov6S/1]

Series 8: Robert H. Shepherd, SJ, 1931-1934

Accounts, 1931-1932

Expenses and receipts pp. 59-141, Jan 1931 - Dec 1931

[MS 6A]

Financial statement, 1931-1932

Monthly disbursements: statements, Jan-Dec 1931

Monthly receipts: statements, Jan-Dec 1931

Promissory notes, 1931-

Summary of disbursements and receipts, 1 Jul 1931 - 1 Jul 1932

UCS Executive Committee: Loyola University water pump agreement; cor., 1931-1932

UCS Executive Committee: Loyola University water pump; invoices, Jan 1931 - Dec 1932

UCS: note and interest statement, 1931

Disbursements and receipts: summary statement for fiscal year 1931-1932, 1932

Disbursements and receipts: summary statement, Jul-Nov 1932

[MS ov6S/1]

Expenses and receipts pp. 21-124, Jan 1932 - Dec 1932

[MS 6A]

Financial statement, 1 Jul 1932 - 30 Jun 1933

Law School tuition accounts: list, 1932

Monthly receipts: reports, Jan-Dec 1932

Monthly disbursements: reports, Jan-Dec 1932

Monthly receipts: summary report, Sep 1932 - Jun 1933

Promissory notes, 1932

Disbursements and receipts: summary reports, 1932 - 1933

Society of Jesus Province of California: cor.; report, 1932

[MS ov6S/2]

Accounts pp. 1-48, 1933-1934

[MS 6A]

Accounts, 1933-1934
Bank checks, 1933-1934
Bank of America Culver City Acc. No. 2/1, 1933-1934
Cash Acct. No. 1, 1933-1934
Farmers & Merchants National Bank Acc. No. 2, 1933-1934
Financial statement, 31 Jul 1933 - 31 Dec 1933
Law school deposits p. 23, Sep 1933

[MS ov6S/1]

Expenses and receipts pp. 1-48, Jan 1933 - Mar 1934?

[MS 6A]

Monthly disbursements, Jan-Jun 1933
Monthly receipts and disbursements Jul 1932 - Jun 1933: summary report, 1933
Monthly receipts, Jan-Jun 1933
Summaries of receipts and disbursements, 1933-1934
UCS Executive Committee: Loyola University water pump; invoices, Jan-Mar 1933

Financial statement, 31 Jan 1934 - 31 May 1934

Series 10: Lorenzo M. Malone², SJ, 1935-1936

Series 11: Ernest P. Watson, SJ, 1936-1938

Series 12: Lorenzo M. Malone, SJ, 1938-1943

[MS 6A13]

Series 13: Frederick M. Coffey, SJ, 1943-1948

Sub series a: General files

Los Angeles Department of Water and Power: cor.; rate ordinances, 1943-1944

Marshall & Evans construction survey proposal, 1943

Zeigler estate, 1945

[MS 6A13b - 6A13b/9]

Sub series b: Estate And Gift Records

Beaumont Foundation, Louis D., 1943-

Gimpel Estate, 1944

Spearman Estate, Arthur,

Becker Estate, Ann, 1947-

² Cf. Controller

Liddle Estate, 1948
Marie Antoinette O'Mulveny, 1953-
John J. Doran, 1953-
Monsignor Thomas Blackwell, 1954-
Robert Beck, 1956-
Edward T. Foley, 1958-

Hugh H. Bernhardt, 1959-
[MS 6A13b - 6A13b/9]

T. Marie Chilton, 1959-

Delany, 1961-

Patchell Estate, 1963-
Adolph Fredrik Persson Bohlin, 1965-
Dagley, 1965

MS 6A13c

Sub series c: Real estate records³

File series 1: West Avenue 52
File series 2: Venice Blvd.
File series 3: Byrne Building

File series 4: 7900 Loyola Blvd.^{4,5}

Property deed, 1929
Marshall and Stevens Valuation Engineers: appraisal report, 31 Aug 1943
Marshall and Stevens Valuation Engineers: appraisal report, 12 Dec 1947
Robert W. Yargar: valuation forms⁶, 1947
Oil and gas leases, 1955-
Sullivan Hall lease, 1980

File series 5: 1137 South Grand Avenue
File series 6: 1440 West 9th Street

[MS 6A13c/2]

File series 7: Desmond Yuma, Arizona property, 1947-
File series 8: 1026 Cristobal Avenue, Wilmington⁷, 1949-
File series 9: 23920 Malibu Road, Malibu Colony, 1954-
File series 10: Tract 2504 Twenty Nine Palms, 1955-

³ All properties located in either City or County of Los Angeles unless otherwise noted.

⁴ Originally 7101 West 80th Street.

⁵ Cf. Record Group 10: Facilities Management Division.

⁶ Includes law school campus.

⁷ Wilmington Oil Field.

[MS 6A13c/3]

File series 11: Lot 1, Tract 25995, 1962-
File series 12: Panorama City, 1962-
File series 13: 600 Highland Ave, Manhattan Beach, 1964-

[MS 6A13c/3]

File series 14: 107 Gillis Street, Playa del Rey, 1965-
File series 14b: 1114-22 Westwood Blvd., 1965-

[MS 6A13c/4]

File series 15: Barcelona Apartments, 8722 Delgany Avenue, 1967?-

Charles Dunn Company. Inc.: "Marketing Proposal & Opinion of Value for 8722
Delgany Avenue Playa del Rey, California", report, Apr 1997

File series 16: Imperial Avenue, El Centro, 1967
File series 17: Pico Blvd. commercial properties, 1968-
File series 18: 8101 Lincoln Boulevard, 1969-
File series 19: 950 Valencia St., 1970-
File series 20: 956 Valencia St., 1970-
File series 21: Manitoba Avenue Tract 24995, 1970

[MS 6A13c/5]

File series 22: 3800 Don Felipe Drive, 1966-
File series 23: 3621 West Street, Fullerton, 1968-
File series 24: Rancho La Costa, Carlsbad, 1972
File series 25: 1207 N. Orange Drive, 1973-
File series 26: 13655-57 Russell St., Whittier, 1973-
File series 27: 1418 W. 9th Street, 1973-
File series 28: 1431 W. Olympic Blvd., 1973-
File series 29: 44th Street and Tennessee Avenue, Indian Wells, 1973

[MS 6A13c/6]

File series 30: 6301 Pacific Boulevard, Huntington Park, 1973-
File series 31: 82640 State Highway 111, Indio, 1973
File series 32: Del Rosa Avenue, San Bernardino County, 1973-
File series 33: Valyermo, 1974
File series 34: 7100 W. 85th St., 1975-
File series 35: 919 Albany Street, 1976-
File series 36: El Mirador Mobile Home Park, Orange, 1976-
File series 37: West side Laurel Canyon Blvd., 1976-
File series 38: 2130-40 Magnolia Avenue, Long Beach, 1978-

File series 39: Big Bear Estates, 1978

Archdiocese of Los Angeles: cor., 6 Mar 1978

Security Pacific National Bank: cor.; escrow instructions; memo. quitclaim deed, 23 Mar - 9 May 1978

File series 40: Centinela Drive-in Theatre, 1978-

[MS 6A13c/6]

File series 41: Security Pacific Bank Building La Tijera, 1979-

File series 42: Lot 6, Tract 24344, 1979

File series 43: 1855 E. Imperial Highway, 1980-

File series 44: 434 N. Flower St., Inglewood, 1980-

[MS 6A13c/7]

File series 45: Frank Sinatra Conference Center 70300 San Lorenzo Road, Pinyon Crest, 1980

[MS 6A13c/8]

File series 45: Frank Sinatra Conference Center 70300 San Lorenzo Road, Pinyon Crest, 1980

[MS 6A13c/9]

File series 46: Downey Post Office 8111 Firestone Blvd., 1980-

File series 47: Crestline, California Lots 179-182, 1980

File series 48: 1600 Ingraham Street, 1982-

[MS 6A13c/10]

File series 49: 200 Muirfield Avenue, 1982-

File series 50: 8514 Falmouth Avenue, 1983-

File series 51: 722-726 S. Highland Avenue, 1984-1987

File series 52: 7300 W. 88th Place, 1984-

File series 53: Lot 4, Tract 30345, Rolling Hills, 1984-

File series 54: 1365 Forest Trail, Mammoth Lakes, 1985-

[MS 6A13c/11]

File series 55: 8107 Billowvista Avenue, 1985-

File series 56: Quechee Lakes, Vermont, 1985-

File series 57: 450 N. Roxbury Drive, Beverly Hills, 1986

File series 58: 2345 Ala Wai Boulevard, Honolulu, Hawaii, 1988-

[MS 6A13c/12]

File series 58: 2345 Ala Wai Boulevard, Honolulu, Hawaii, 1988-

File series 59: 4569-79 West Pico Boulevard, Los Angeles

[MS ov6]

Sandyland Cove: seawall construction plans

[MS 6A14]

Series 14: Louis C. Rudolph, SJ, 1948-1953

Ledgers, 1948-

[MS 6A14/2]

County of Los Angeles 1948 property tax bill: invoices, 1949
Summer session receipts, 1949

County of Los Angeles 1949 property tax bill: invoices, 1950
Property taxes, 1950

County of Los Angeles 1950 property tax bill: invoices, 1951

County of Los Angeles 1951 property tax bill: invoices, 1952

Series 15: Charles A. McQuillan, SJ, 1953-1956

County of Los Angeles 1952 property tax bill: invoices, 1953

County of Los Angeles 1953 property tax bill: invoices, 1954

County of Los Angeles 1954 property tax bill: invoices, 1955

1955

Series 16: Joseph P. Carroll, SJ, 1956-1959

County of Los Angeles 1955 property tax bill: invoices, 1956
Shukur Estate, 1956

County of Los Angeles 1956 property tax bill: invoices, 1957
Personnel, 1957-

County of Los Angeles 1957 property tax bill: invoices, 1958

Series 17: Charles B. Prussing, SJ, 1959-1960

Cor., 1959-

County of Los Angeles 1958 property tax bill: invoices, 1959

County of Los Angeles 1959 property tax bill: cor.; invoices, 1959-1960

County of San Bernardino 1959 property tax bill: invoices, 1959

Personnel, 1959-

Series 18: Clement J. Schneider, SJ, 1960-1966

Chairman of the Committee on the University Budget Roland A. Reed, SJ: budget; report and request, 18 Mar 1960

Clerical job descriptions, 1960-

[MS 6A14/2]

Diebels, Barcklay & Donovan: Duties and responsibilities of a Treasurer and Controller or Chief Accountant; memo., 1960-1964

Diebels, Barkclay and Donovan: financial report, 4 Oct 1960
Marsh & McLennan Cosgrove & Co.: property valuation report, 1960
Personnel, 1959-
Public Relations budgets: reports, 1960-1962
Summary statements, 1960-1962

[MS 6A14/2b]

Clerical job specifications: summary, 1961
County of Los Angeles 1960 property tax bill: check stub, 1961
County of San Bernardino 1961 property tax bill: check stub; invoices, 1961
Diebels, Barkclay and Donovan: financial report, 31 Jul 1961
Non-Academic Personnel Policy: booklet, 1961
Proposed budget, 1961
Spivey estate, 1961

County of San Bernardino 1962 property tax bill: invoices, 1962
Donohue Estate, John V., 1962-
Lewis, Estate, Paul A., 1962-
Page Estate, John Arnold, 1962-
Personnel, 1962

Barbershop lease, 1963-
Cor., 1963-
County of San Bernardino 1963 property tax bill: check stub; invoices, 1963
Loyola University Endowment Fund: cor., 1963

South Valencia St. property (near Law School): correspondence; photograph; plot map; sale notice, 1963

Cor; reports, 1964-
County of San Bernardino 1964 property tax bill: invoices, 1964
Lory Estate, George, 1964

Loyola University of Los Angeles Dormitory Bonds of 1964, Series A, B & C Trust Indenture: proof sheets, 1964c

[MS 6A14/3]

Personnel, 1964-

Reed Estate, Clarence Allison, 1964-
Seaver Institute distributions, 1964-1970

Hara Estate, 1965
High voltage project, 65
Lynch Estate, 1965-
Non-academic personnel policy: booklet, 1965

County of Los Angeles 1966/1967 property tax bill: check stub; invoices, 1966
Personnel, 1966-
Smurda Estate, 1966
County of Orange property tax bills: check stubs, 1967-1968

[MS 6A14/3]

Series 19: Dr. Hilary R. Werts, SJ, 1967-1969⁸

Series 20: Hyland Freed, 1970-1971

Record Series B: Vice-President⁹

Series 1: Joseph Tomkin, SJ, 1912-1914

Series 2: Timothy L. Murphy, SJ, 1914-1915

Series 3: James J. Hayes, SJ, 1915-1917

Series 4: Zacheus J. Meyer, SJ, 1917-1919

Series 5: Cornelius F. Deeney, 1919-1922

Series 6: Peter J. Halpin, SJ, 1927-1928

Series 7: John P. Madden, SJ, 1928-1929

Series 8: William I. Rice, SJ, 1935-1936

Series 9: Robert S. Shepherd, SJ, 1936-1940

Series 10: John C. Gaffney, SJ, 1939-1942

Series 11: Schneider, SJ, 1942-1943

Series 12: Lorenzo M. Malone, SJ, 1943-1952

Series 13: O'Rourke, 1952-1956

[MS 6B14]

Series 14: Hilary R. Werts, SJ, 1967-1969

Bensberg Trust, 1967-
Hill Regis Avenue property, Sarah, 1967-

⁸ Since merger with Marymount the Treasurers records are found within those of the Vice-President.

⁹Also Vice-President of Finance and Planning or Dean of Commerce.

Kent ('37) estate, Charles H., 1967
Loyola/Marymount Los Angeles, Inc. contract, 1967
Marymount affiliation, 1967-
Property taxes: assessment notices; check stub; cor.; invoices, 1967-1970

[MS 6B14/2]

Rosecrans Estate: trust agreement and amendment, 1955; 1960
Rosecrans property: Crocker-Citizens Bank; cor., 1971
Rosecrans property: Crocker Bank; cor., 1973

[MS 6B14/3]

Rosecrans materials held by Martin Burke, Esq
Rosecrans properties file No. 6: Martin Burke, 1990
Rosecrans properties file No. 7: Martin Burke, 1990

[MS 6B14/4]

Rosecrans properties renegotiated leases, Jul-Dec 1988
Rosecrans properties file No. 5: Martin Burke, 1990

Rosecrans properties: Claremont University Center; income and expenses, 1985-1989

[MS 6B14/5]

Rosecrans properties: Coldwell Banker; report, 1989
Rosecrans properties file No. 1: Martin Burke, 1989
Rosecrans properties file No. 2: Martin Burke, 1989
Rosecrans properties file No. 3: Martin Burke, 1989
Rosecrans properties file No. 4: Martin Burke, 1989

Student football, 1967

Bowler estate, 1968
Casassa, President: unification of business offices; cor., 31 Jan 1968
Financial Aid, 1968-
Kapuy trust, 1968-
Maginn estate, 1968-
O'Connell estate, 1968

[MS 6B15]

Series 15: Hylan Freed, 1969-1972

1114-1120 Westwood Boulevard, Westwood

A.B.C. Board, 1969
Annuities and trusts, 1969-
Apartment lease, 1969-

Central plant, 1969-1971

Cross Charging Between Marymount College and Loyola University for Courses
Taken by Students of Each Institution in Classes of the Other: memo.,
Dec 1969

Electrical power service, 1969
Empire Savings & Loan, 1969-
Marymount dormitory, 1969-
McDermott Annuity, 1969-
Pike Fund, Thomas P., 1969-
Securities: cor., 1969-

[MS 6B15/2]

Security Pacific Bank payroll service, 1969-
Tuition and fees, 1969-1980
Twyman Engineering utilities distribution, 1969-

[MS 6B15/2]

University Hill Foundation: cor.; historical summary; loan agreements; notes
paid, 1969

Aircraft noise, 1970
Cor., 1970

[MS 6B15/3]

Current fund securities, 1970-
Food service, 1970-
Mayr Educational Foundation, 1970
McAuliffe Estate, Patrick D., 1970
Parking, 1970-
Residence halls, 1970-
Thrust program: report, Nov 1970
Trustees Finance Committee, 1970-1971
US Post Office, 1970-
Westchester Elementary School building purchase, 1970

The Common Fund, 1971-
Computer equipment, 1971-
Daley, 1971-

[MS 6B15/4]

Designed Facilities Leasing Corp., 1971-
Grants, 1971
New dormitory construction and reconveyance, 1971-
North parking lot, 1971-
Residency halls, 1971-
Security Pacific National Bank indenture, 1971
Sullivan Hall, 1971-

[MS 6B16 COM4]

Series 16: John A. Pfaffinger, 1972-1989

Budget, 1972-

Central plant, 1972-
Community affairs, 1972-
Cor., 1972-

Escallier Memorial Fund, 1972

Facilities master plan, 1972-
Facilities, 1972

Insurance, 1972-
Law School food service, 1972-
Memo., 1972

[MS 6B16/2 COM4]

Music Department, 1972-
Notes receivable, 1972-
Real estate properties, 1972-
State Scholarship and Loan Commission, 1972-
Telephone expense, 1972-
Valdes Scholarship Fund, Everett and Kay, 1972-

California Educational Facilities Authority, 1973-
Cor.; reports, 1973-

Davis estate, Helen Mohan, 1973-
Financial reports, 1973-
Franklin family trusts, 1973-

[MS 6F3/1c]

Misfiled records concerning telephone expense; United Crusade; Personnel
department, Student housing and Title III, 1972-

[MS 6B16/3 COM4]

Law School budget planning, 1973-
Law school construction, 1973-
Lory Estate, George, 1973-
Leavey campus, 1973-
Leavey Center, 1973-
Loyola Petroleum Institute, 1973-
Merger, 1973

St. Robert's Hall auditorium, 1973-
Trustees Finance Committee, 1973-
United Crusade, 1973-

[MS 6B16/4 COM4]

California Educational Facilities Authority, 1974-

[MS 6B16/5 COM4]

Housing, 1974-
Investment policy, 1974-

Law school minority scholarships, 1974-
Law school securities, 1974-

Physical plant utilities, 1974-

Trustees budget reports, 1974-1981
Trustees Campus Facilities Committee, 1974-
Trustees Finance Committee, 1974-

Alexander Grant & Co.: Loyola Marymount University; Financial Statements and
Auditors' Report, 1975

Avery v. LU, 1975-
Budgets, 1975
California Educational Facilities Authority, 1975-

[MS 6B16/6 COM4]

California Educational Facilities Authority, 1975-

[MS 6B16/7 COM4]

Central plant, 1975-
Facilities, 1975

Law school grant proposal, 1975-

Loyola Marymount University, *Let Nothing You Dismay: Selected Writings of
Frank Sullivan*: copyright; correspondence; memoranda; United States
Copyright Office Certificate of Copyright Registration, 1975-1978

Saga Food Service, 1975-

[MS 6B16/8 COM4]

Securities, 1975-

Social responsibilities in investments, 1975-
Trustee Endowment Fund Committee, Apr 1975 - Aug 1982
Trustee Facilities Planning Committee, 1975-
Trustee Finance Committee, 1975-

[MS 6B16/9 COM4]

Budget, 1976
Buildings, 1976-

[MS 6B16/10 COM4]

Central plant, 1976-
Cor., 1976-

Deposit box securities, 1976-
Gifts and grants, 1976-

Merger documents (photocopies), 1976-

Sacred Heart Chapel, 1976-

[MS 6B16/11 COM4]

Summa Corporation negotiations, 1976-

Tax exemption, 1976-

Title IX Institutional Self-Evaluation Report: attachment "A"; goals
statement; memo., 12 Jul 1976

Title IX Institutional Self-Evaluation Report: attachment "B"; Personnel
Policy Manual for Office & Technical Staff, 12 Jul 1976

Title IX Institutional Self-Evaluation Report: attachment "C"; Personnel
Policy Manual for Administration and Professional Staff, 12 Jul 1976

Title IX Institutional Self-Evaluation Report: attachments "D" - "F"; various
policy booklets, 12 Jul 1976

Title IX Institutional Self-Evaluation Report: attachment "J"; benefits master
contracts, 12 Jul 1976

Title IX Institutional Self-Evaluation Report: attachment "K"; Affirmative
Action Program for Equal Opportunity in Employment; statement, 12 Jul
1976

Title IX Institutional Self-Evaluation Report: attachment "L"; Affirmative
Action Program for Equal Opportunity in Employment; statistical report,
12 Jul 1976

Title IX Institutional Self-Evaluation Report: attachment "M"; benefits
program booklets, 12 Jul 1976

Title IX Institutional Self-Evaluation Report: attachment "N"; new hire
packet, 12 Jul 1976

Title IX Institutional Self-Evaluation Report: attachments "O" & "P"; benefits
memo., 12 Jul 1976

Trustees Campus Facilities Committee, 1976-

[MS 6B16/12 COM4]

Trustee Finance Committee, 1976-

California Educational Facilities Authority bond, 1977

[MS 6B16/13 COM4]

California Educational Facilities Authority bond, 1977
Chelsea Management Company, 1977-
Endowments and Endowment Fund, 1977-
Facilities, 1977-

[MS 6B16/14 COM4]

Financial aid, 1977-
Finance Committee, 1977
Housing

[MS 6B16/15 COM4]

Law school, 1977
Leavey Center, 1977

[MS 6B16/16 to 6B16/18]

Legal case files, 1977-¹⁰

[MS 6B16/19]

Magee
Manchester Plaza lease, 1977-
Polynesian Village Apartments
Pooled Income Fund, 1977-

Budget, 1978-
California Educational Facilities Authority bond, 1978-

[MS 6B16/20]

California Educational Facilities Authority bond, 1978-
Endowment Committee, 1978-
Facilities annual reports, 1978-
Files submitted to Archivist's [sic]: list, 29 Aug 1978
Floods, 1978-
Law school, 1978-
Melvold Annuity

[MS 6B16/21]

Trustee Finance Committee, 1978-
Budget, 1979-
California Educational Facilities Authority bond, 1979-

¹⁰ These records are restricted.

Central plant, 1979-

[MS 6B16/22]

Goman Family Trust, 1979

[MS 6B16/23]

Lair, 1979

Law school, 1979-

Methodology lab NSF grant, 1979-

Physical plant, 1979-

Salary planning, 1979-

[MS 6B16/24]

Trustee Facilities Planning Committee, 1979-

Trustee Finance Committee, 1979-

[MS 6B16/25]

Budget, 1980

Common Fund, 1980-1987

Cor. and reports, 1980-

Endowments and Endowment Fund, 1980-

Gersten sound system, 1980-

Law school, 1980-

[MS 6B16/26]

Munro bequest, 1980-

Salary program, 1980-

South parking lot, 1980-

Summa Corp., 1980-

Trustee Facilities Planning Committee, 1980-

[MS 6B16/27]

Trustee Finance Committee, 1980-

Endowment Fund, Mar 1981 - Aug 1982

Finance Committee, 1981-

[MS 6B16/28]

Financial aid, 1981-

Financial condition of the University, 1981-

Five year financial forecast, 1981-

Law school, 1981-

[MS 6B16/29]

Olympics agreement, 1981-

Parking structure, 1981-

Pavilion floor, 1981

Real estate

Trustee budget reports, 1981-

[MS 6B16/30]

Trustee Endowment Fund Committee, 1981

Trustee Finance Committee, 1981

Trustee meetings, 1981-

Albert C. Martin and Associates: "Phase One Research and Analysis West Campus

Master Plan Loyola Marymount University"; report, 1982

California Educational Facilities Authority bond, 1982-

Endowment Fund, 1982

Endowments, 1982

[MS 6B16/31]

Insurance, 1982

Personnel, 1982

[MS 6B16/32]

Philadelphia National Bank, 1982

Pooled Income Trust, 1982

Trustee Endowment Fund Committee, 1982

Trustee Facilities Planning Committee, 1982-

[MS 6B16/33]

Trustee Finance Committee, 1982

California Educational Facilities Authority bond, 1983-

[MS 6B16/34]

California Educational Facilities Authority bond, 1983-

[MS 6B16/35]

California Educational Facilities Authority bond, 1983-

[MS 6B16/36]

Construction projects, 1983-
Cor., memo., 1983
Endowments and solar fund, 1983-
Energy conservation, 1983
Facilities Planning, 1983-

[MS 6B16/37]

Leavey Campus Planning Committee, 1983
Real estate, 1983-
Sanyo, 1983-

[MS 6B16/38]

Summa
Trustee Finance Committee, 1983-
Trustees meeting, Dec 1983

[MS 6B16/39]

Bank of America pooled income, 1984
California Educational Facilities Authority bond, 1984-

[MS 6B16/40]

California Educational Facilities Authority bond, 1984-
Child care, 1984-

[MS 6B16/41]

Energy conservation, 1984-
Facilities planning, 1984-

[MS 6B16/42]

Five year plan, 1984-
Law school, 1984-

[MS 6B16/43]

Miano

[MS 6B16/44]

New policies, 1984-
New program, 1984-
21

Plant fund, 1984-
Trustee Endowment Fund Committee, 1984
Trustee Executive Committee, 1984

[MS 6B16/45]

Trustee Finance Committee, 1984

Administration organizational charts, 1985-
Albert C. Martin and Associates: "Master Plan Implementation Program"; report,
1985

[MS 6B16/46]

Athletics
Campus facilities, 1985-
Capital projects, 1985-
California Educational Facilities Authority bond, 1985-

[MS 6B16/47]

California Educational Facilities Authority bond, 1985-
Director of Facilities and Planning, 1985-
Financial aid, 1985-
Financial analyses, 1985-

[MS 6B16/48]

Greer & Co.: "Circulation Plan for the LMU/Leavey Campus Master Plan"; report,
1985
Leavey campus, 1985-
NCAA audit, 1985-
Parents Advisory Board, 1985-

[MS 6B16/49]

Physical plant, 1985
Plant Fund, 1985-
Social responsibilities in investments, 1985

Trustee Endowment Fund Committee, 1985

[MS 6B16/50]

Trustee Finance Committee, 1985
Trustees meeting, 1985

Board of Regents meetings, 1986-
Budget, 1986-

[MS 6B16/51]

Budget, 1986-
Burns Estate and Real Estate, F. Patrick
California Business Officers, 1986-
California Educational Facilities Authority bond, 1986-

[MS 6B16/52]

Cassidy
Endowment Fund, 1986

[MS 6B16/53]

Grant Thornton: Report on Internal Accounting Control and Client Advisory
Comments, 30 Jun 1986
Greer & Co., 1986-
Insurance, 1986
Law school, 1986-
Leavey campus architecture: Assistant to the President Robin; interview
questionnaire; memos nos. 1-12; meeting notes, 14 Jan - 18 Nov 1986
National Association of College and University Business Officers (NACUBO), 1986

[MS 6B16/54]

New policies 1986
Plant fund, 1986-

[MS 6B16/55]

Rains Estate

[MS 6B16/56]

School, College and University Underwriters, LTD (SCUUL), 1986-
Social responsibilities in investments, 1986

[MS 6B16/57]

Stein, Roe & Farnham, 1986-
Summer session

Telecommunications, 1986-
Telephone expenses, 1986-
Track, 1986-

[MS 6B16/58]

Trustee Audit Committee, 1986-

Trustee Endowment Fund Committee, 1986

[MS 6B16/59]

Trustee Endowment Fund Committee, 1986
Trustee Facilities Planning Committee, 1986

[MS 6B16/60]

Trustee Finance Committee, 1986

Administrative Services, 1987-
Annual Report, 1987
Assistant to the President, 1987-
Auditor selection, 1987
Bid forms

[MS 6B16/61]

Budget, 1987-

California Educational Facilities Authority bond, 1987-

[MS 6B16/62]

California Educational Facilities Authority bond, 1987-

[MS 6B16/63]

California Educational Facilities Authority bond, 1987-

[MS 6B16/64]

California Educational Facilities Authority bond, 1987-
Capital projects, 1987-1991

[MS 6B16/65]

Cassidy and Associates, 1987

[MS 6B16/66]

Common Fund Endowment Realty Investors, Inc., 1987-
Controller's office: cor., 1987
Correspondence, 1987

Executive staff, 1987

Facilities and construction, 1987

Facilities Management, 1987

[MS 6B16/67]

Fund Accounting: intro to report, 15 Sep 1987

Greer & Co. campus parking program, 1987

Law School, 1987

National Association of College and University Business Officers (NACUBO), 1987

[MS 6B16/68]

National Association of College and University Business Officers (NACUBO), 1987

Nelson & Associates, 1987-

Off campus, 1987

Personnel services, 1987

[MS 6B16/69]

President, 1987

Provost, 1987

Social responsibilities in investments, 1987

[MS 6B16/70]

Staff, 1987

Student Affairs, 1987

Trustees Audit Committee, 1987-

Trustees Endowment Fund Committee, 1987

Trustees Facilities Planning Committee, 1987

[MS 6B16/71]

Trustees Facilities Planning Committee, 1987

Trustees Finance Committee, 1987

Tuition, 1987

[MS 6B16/72]

Willis, 1987

Budget, 1988

[MS 6B16/73]

Budget, 1988

California Educational Facilities Authority bond, 1988-

Campus parking program, 1988-

College Facilities Loan, 1988-

Common Fund, 1988-

[MS 6B16/74]

Construction, 1988-
Endowments, Inc., 1988-
Faculty housing, 1988-

[MS 6B16/75]

Food service

[MS 6B16/76]

Greer & Co. campus parking program, 1987
Insurance, 1988
Jesuit Risk Management Service, 1988-
Leavey campus, 1988-

[MS 6B16/77]

Leavey campus, 1988-
Personnel, 1988-

[MS 6B16/78]

School, College and University Underwriters, LTD (SCUUL), 1988-
Stockholder information, 1988-
Strategic planning

[MS 6B16/79]

Strategic planning

[MS 6B16/80]

Strategic planning

[MS 6B16/81]

Strategic planning

[MS 6B16/82]

Trustees Audit Committee, 1988-
Trustees Endowment Fund Investment Committee, 1988

[MS 6B16/83]

Trustees Facilities Planning Committee, 1988
Trustees Finance Committee, 1988

Vice-President's meetings, 1988-

[MS 6B16/84]

Westchester Apartments
Work study, 1988-
Arbitrage Rebate Regulations, 1989-

Association of Jesuit Colleges and Universities: Andrew J. Thon, SJ, "The
Ignatian Perspective: The Role of Student Affairs in Jesuit Higher
Education"; monograph, 1989

Athletics Task Force

[MS 6B16/85]

Athletics Task Force
Budget

[MS 6B16/86]

Budget
California Educational Facilities Authority bond, 1988-

[MS 6B16/87]

Cassidy & Associates, 1989-
Cor., 1989
Debt Financing, 1989-
Endowments, Inc., 1989
Exec staff

[MS 6B16/88]

Faculty housing

[MS 6B16/89]

Faculty housing
Personnel, 1989-

[MS 6B16/90]

Personnel, 1989-
Staff benefits, 1989

[MS 6B16/91]

Space
Telecommunications
Trustees Audit Committee, 1989-

[MS 6B16/92]

Trustees Audit Committee, 1989-
Trustees Endowment Fund Committee, 1989

[MS 6B16/93]

Trustees Endowment Fund Committee, 1989
Trustees Finance Committee, 1989
Tuition
Vice-President's meetings, 1989-

[MS 6B16/94]

Work study, 1989-

[MS 6B17]

Series 17: John R. Oester, 1989-2002

Appointment of John Oester as VP: ad copy in Chronicle of Higher Education;
memo., 1989

Finance division goals (revised), 1989

Athletics, 1990-
Bailey v. LMU, 1990-

[MS 6B17/2]

Bond issue
Budget
California Educational Facilities Authority bond, 1990-

[MS 6B17/3]

Common Fund - Endowment Partners, L.P., 1990
Controllers Office, 1990-
Cor., and memo., 1990-
Endowment Partners Fund, 1990-

[MS 6B17/4]

Fac senate
28

[MS 6B17/5]

Jesuit Risk Management Service, 1990-
Sedgewick Insurance, 1990-

[MS 6B17/6]

Trustees Audit Committee, 1990-

[MS 6B17/7]

Trustees Endowment Fund Committee, 1990
Trustees Endowment Fund Committee, 1990
Trustees Finance Committee, 1990

[MS 6B17/8]

Work study, 1990-

Annual Revision of Plant Fund Financing Plan: memo., Apr 1991
Athletics Task Force, 1991-
Board of Trustees retreat, 1991-

[MS 6B17/9]

Budget

[MS 6B17/10]

Budget
Common Fund, 1991-

[MS 6B1711]

Computer services
Cor., 1991-
Facilities, 1991-

[MS 6B17/12]

Flexible Benefits Committee, 1991-
Jesuit Risk Management Service, 1991-

[MS 6B17/13]

Marriott
Presidential Ad Hoc Committee on Faculty Salaries, 1991-

[MS 6B17/14]

Trustees Endowment Fund Committee, 1991-

[MS 6B17/15]

Trustees Endowment Fund Committee, 1991-

[MS 6B17/16]

Trustees Finance/Audit Committee, 1991-
Various investment fund companies, 1991-

[MS 6B17/17]

Vice-President's meetings, 1991-

[MS 6B17/18]

Vice-President's meetings, 1991-

Affirmative action
Budget, 1992-
California Educational Facilities Authority bond, 1990-

[MS 6B17/19]

The Common Fund, 1992-
Compliance of regulations
Computer Center

[MS 6B17/20]

Faculty housing
Financial aid

[MS 6B17/21]

Jesuit scholarships
Law school

National Association of College and University Business Officers (NACUBO)
Benchmarking study, 1992-

[MS 6B17/22]

National Association of College and University Business Officers (NACUBO)
Benchmarking study, 1992-

Personnel, 1992-

[MS 6B17/23]

Proctor estate
Risk Management renewal meeting, 1992-

[MS 6B17/24]

School, College and University Underwriters, LTD (SCUUL) insurance, 1992-
Trustees Endowment Committee, 1992-

[MS 6B17/25]

Trustees Endowment Committee, 1992-

[MS 6B17/26]

Trustees Endowment Committee, 1992-

[MS 6B17/27]

Trustees Finance Committee, 1992-

[MS 6B17/28]

Property
VP's meetings, 1992-
Budget, 1993-

[MS 6B17/29]

Budget, 1993-

[MS 6B17/30]

Budget, 1993-

California Educational Facilities Authority bond, 1993-

[MS 6B17/31]

The Common Fund, 1993-
Jesuit Risk Management Service, 1993

[MS 6B17/32]

Jesuit Risk Management Service, 1993

Readings, homily and prayers delivered at funeral of John A. Pfaffinger:
transcriptions, 1993
Trustees Endowment Committee, 1993-

[MS 6B17/33]

Trustees Endowment Committee, 1993-

[MS 6B17/34]

Trustees Endowment Committee, 1993-

[MS 6B17/35]

Trustees Endowment Committee, 1993-
VP's meetings, 1993-

[MS 6B17/36]

VP's meetings, 1993-

Budget, 1994

[MS 6B17/37]

California Educational Facilities Authority bond, 1993-

[MS 6B17/38]

The Common Fund, 1994
Financial aid

[MS 6B17/39]

Financial aid
Jesuit Risk Management, 1994-

[MS 6B17/40]

Jesuit Risk Management, 1994-
Layperson's Explanation of the 1993-94 Audit Report: memo., 1994

[MS 6B17/41]

Recommendations for the 1995-1996 Westchester and Law School Budgets, Including
Fee Changes: report, 1994

Trustees endowment, 1994-

[MS 6B17/42]

Trustees endowment, 1994-

[MS 6B17/43]

VP's meetings, 1994-
California Educational Facilities Authority bond, 1995-

[MS 6B17/44]

The Common Fund, 1995-
Jesuit Risk Management, 1995-

[MS 6B17/45]

Jesuit Risk Management, 1995-

[MS 6B17/46]

McCarthy Hall, 1995-
Trustee audit
Trustee endowment

[MS 6B17/47]

Trustee endowment
Trustee finance

[MS 6B17/48]

Trustee finance
VP meets, 1995

Barcelona Apartments, 1996

[MS 6B17/49]

Barcelona Apartments, 1996

[MS 6B17/50]

California Educational Facilities Authority bond, 1995-

[MS 6B17/51]

Computer Task Force, 1996-
Edutech International: Information Technology Assessment Report, 5 Dec 1996

[MS 6B17/52]

Tuition, 1996
Trustee Finance Committee, 1996-
VP meets, 1996-

[MS 6B17/53]

VP meets, 1996-
Westchester Campus Budget Summary, 1996

[MS 6B17/54]

Daum Hall, 1997-

[MS 6B17/55]

Facilities, 1998-
Taxes, 1998

Westchester Campus Budget Summary, 2000

[MS 06B18 - MS 06B18/6]

Series 18: Thomas O. Fleming, 2003-

Unprocessed

Tuition: memo., 2003