



ArchivesSpace

Equipment Management, Office of; Records

This finding aid was produced using ArchivesSpace on September 28, 2021.

M.E. Grenander Department of Special Collections & Archives

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Summary Information

Repository:	M.E. Grenander Department of Special Collections & Archives
Title:	Office of Equipment Management Records
ID:	ua320
Date [inclusive]:	1963-1972
Physical Description:	5.33 cubic ft.
Physical Location:	The materials are located onsite in the department.
Language of the Material:	English .
Mixed Materials [Collection]:	X
Abstract:	This collection consists of inactive records from the Office of Equipment Management (formerly the Equipment Office), which is responsible for overseeing equipment purchases and inventory management at the University.

Preferred Citation

Preferred citation for this material is as follows:

Identification of specific item, series, box, folder, Office of Equipment Management Records, 1963-1972. M.E. Grenander Department of Special Collections and Archives, University Libraries, University at Albany, State University of New York (hereafter referred to as the Office of Equipment Management Records).

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Historical Note

The University at Albany's Office of Equipment Management, a unit of the Office of Institutional Services, provides careful and responsible management of University, Research Foundation and University at Albany Foundation equipment and qualified furniture inventory.

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Scope and Contents

This collection includes: equipment lists and specification sheets for different buildings on campus, blueprints, campus construction progress reports and extension plans, and memoranda. Records in this collection were primarily created by two individuals at the Equipment Office: Karl Scharl and Joel True. It also contains records created by Walter Tisdale, who was the Assistant to the President for Planning and Development and worked with the Equipment Office to coordinate campus construction projects.

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Arrangement of the Collection

The collection is unprocessed and is likely disorganized. Individual items may be difficult to find.

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Administrative Information

Publication Statement

M.E. Grenander Department of Special Collections & Archives

Revision Description

Encoded in EAD by Benjamin Covell 2017 February 14

Processing Information

Processed in 2017 by unprocessed.

Access

Access to this collection is restricted because it is unprocessed. Portions of the collection may contain recent administrative records and/or personally identifiable information. Please contact an archivist for more information.

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The University Archives are eager to hear from any copyright owners who are not properly identified so that appropriate information may be provided in the future.

Acquisition Information

All items in this collection were transferred to the University Libraries, M.E. Grenander Department of Special Collections and Archives.

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Controlled Access Headings

- Education, Higher--Administration
- Equipment and supplies
- College facilities
- College buildings
- Administrative records
- schematic drawings
- Inventories
- UAlbany Finance & Business

- State University of New York at Albany