



ArchivesSpace

Information Systems and Technology, Office of; Records

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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 Information Systems and Technology Records
ID:	ua535
Date [inclusive]:	1984-1994
Physical Description:	9 cubic ft.
Physical Location:	The materials are located onsite in the department.
Language of the Material:	English .
Mixed Materials [Collection]:	X
Abstract:	Contains records from the Office of Information Systems and Technology, which oversaw Computing Services, the Educational Communication Center, the University Libraries, and other information services on campus. The collection includes administrative correspondence, planning documentation, budget materials, and other administrative records.

Preferred Citation

Preferred citation for this material is as follows:

Identification of specific item, series, box, folder, Office of Information Systems and Technology Records, 1984-1994. 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 Information Systems and Technology Records).

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Historical Note

The Office of Information Systems and Technology was established in 1985 as a division of Academic Affairs to coordinate information technology in both academic and administrative departments at the University. In 1987, it assumed responsibility for the University Libraries; this lasted until 1998-1999, when the Libraries split off to become a separate administrative unit within Academic Affairs. By

2003 the Office had been restructured, split off from Academic Affairs, and replaced by the Office of Information Technology Services, which is overseen by the Chief Information Officer of the University.

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Scope and Contents

This collection includes correspondence with academic and administrative departments; budget files; planning documentation; networking documentation; personnel records; data access and security policies; and meeting records. The collection consists mostly of print materials, but also includes several 5 inch floppy disks.

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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 March 9

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
- Information technology
- Administrative records
- Correspondence
- State University of New York at Albany