University Affairs, Office of Vice President for; Records

This finding aid was produced using ArchivesSpace on September 29, 2021.
Describing Archives: A Content Standard

M.E. Grenander Department of Special Collections & Archives
**Table of Contents**

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summary Information</td>
<td>3</td>
</tr>
<tr>
<td>Historical Note</td>
<td>3</td>
</tr>
<tr>
<td>Scope and Contents</td>
<td>4</td>
</tr>
<tr>
<td>Arrangement of the Collection</td>
<td>4</td>
</tr>
<tr>
<td>Administrative Information</td>
<td>4</td>
</tr>
<tr>
<td>Controlled Access Headings</td>
<td>5</td>
</tr>
</tbody>
</table>
Summary Information

Repository: M.E. Grenander Department of Special Collections & Archives
Title: Office of the Vice President for University Affairs Records
ID: ua700
Date [inclusive]: 1966-1988
Physical Description: 9.33 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 the Vice President of University Affairs (which existed from 1972 until approximately 1990), including correspondence, meeting materials, and planning documentation on the subject of alumni and parent relations, advancement, contract negotiations, event planning, and budget.

Preferred Citation

Preferred citation for this material is as follows:

Identification of specific item, series, box, folder, Office of the Vice President for University Affairs Records, 1969-1988. M.E. Grenander Department of Special Collections and Archives, University Libraries, University at Albany, State University of New York (hereafter referred to as the Vice President for University Affairs Records).

Historical Note

The position of Vice President for University Affairs was created in 1972 to oversee various aspects of University administration, including alumni affairs, public relations, and development. The position was phased out in 1989-1990, and many of the offices it oversaw were shifted to the Vice President for University Advancement.
Scope and Contents

This collection documents the activities of the Vice President of University Affairs, primarily during the late 1960s and throughout the 1970s. Most of the files appear to have come from Sorrell Chesin during his time as the Vice President of University Affairs during that period. As the Vice President was responsible for development and fundraising during this period, there are a number of files including correspondence, memoranda, form letters and mailing lists maintained by the office for various fundraising activities, especially for the University at Albany Fund. This collection also documents contract negotiations with on-campus union groups including UUP and CSEA. The collection also includes memoranda; correspondence; brochures; form letters; alumni and parent relations files; commencement planning files and various reports on the University's fundraising goals.

Arrangement of the Collection

Collection was maintained in the original order after it was transferred.

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 2019 by Miles Lawlor.
Access

Access to this collection is unrestricted.

Copyright

This page may contain links to digital objects. Access to these images and the technical capacity to download them does not imply permission for re-use. Digital objects may be used freely for personal reference use, referred to, or linked to from other web sites.

Researchers do not have permission to publish or disseminate material from these collections without permission from an archivist and/or the copyright holder.

The researcher assumes full responsibility for conforming to the laws of copyright. Some materials in these collections may be protected by the U.S. Copyright Law (Title 17, U.S.C.) and/or by the copyright or neighboring-rights laws of other nations. More information about U.S. Copyright is provided by the Copyright Office. Additionally, re-use may be restricted by terms of University Libraries gift or purchase agreements, donor restrictions, privacy and publicity rights, licensing and trademarks.

The M.E. Grenander Department of Special Collection and Archives is 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.

^ Return to Table of Contents

Controlled Access Headings

- Education, Higher--Administration
- Minutes (administrative records)
- Correspondence
- UAlbany University Development
- State University of New York at Albany