

**EMORY UNIVERSITY.**  
**Emory University Faculty records, 1917-2002**

Emory University  
Emory University Archives  
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### **Descriptive Summary**

**Creator:** Emory University.  
**Title:** Emory University Faculty records, 1917-2002  
**Call Number:** Series No. 21  
**Extent:** 5 linear ft. (10 boxes) and 3 bound volumes (BV)  
**Abstract:** The records of the Emory University Faculty document the faculty's role in the administration of the University. The records consist of by-laws, handbooks, minutes, subject files, and committee records. There is also information concerning faculty awards and chairs.  
**Language:** Materials entirely in English.

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### **Administrative Information**

#### **Restrictions on Access**

Unrestricted access.

#### **Terms Governing Use and Reproduction**

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#### **Related Materials in This Repository**

Emory College Faculty records (Series 52)

#### **Source**

Transfer.

#### **Citation**

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#### **Processing**

Processed by Nancy Hall Watkins, 2005.

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## **Collection Description**

### **Administrative History**

Emory University faculty began teaching at Emory's Atlanta campus in 1919 after being officially transferred from Oxford, Georgia following Emory College's reincorporation as Emory University. Since then, they have been involved in the administration of the University, its teaching, and its students. The faculty are organized by school, each represented by a corresponding Dean.

### **Scope and Content Note**

Emory University Faculty records contain administrative materials related to the faculty's role in the governance of Emory University. Contained in the collection are by-laws and policy documents related to faculty rights and privileges, minutes from faculty meetings, and materials from committees regarding diverse issues like curricula, retirement, academic standards, and campaign planning. Materials pertaining to various awards and chairs throughout the University, as well as subject files, are included in the collection.

### **Arrangement Note**

Organized into four series: (1) General records, (2) Awards and Chairs records, (3) Subject files, and (4) Committee records.

## **Description of Series**

[Series 1: General records, 1917-2002](#)

[Series 2: Awards and Chairs records, 1962-2000](#)

[Series 3: Subject files, 1958-1988](#)

[Series 4: Committee records, 1938-1994](#)

**Series 1**  
**General records, 1917-2002**  
**Boxes 1-3, 10, BV1-BV3**

| <b>Box</b> | <b>Folder</b> | <b>Content</b>                                     |
|------------|---------------|--|
| 1          | 1             | Bylaws, 1969-1974                                  |
| 1          | 2             | Correspondence, 1933-1973, undated                 |
| 1          | 3             | Faculty handbook, 1971                             |
| 1          | 4             | Faculty handbook, 1977                             |
| 1          | 5             | Faculty handbook, 1993-94                          |
| 1          | 6             | Faculty, new, 1947-1986                            |
| 1          | 7             | Lists: College faculty, 1946                       |
| 1          | 8             | Lists: Department chairs, 1966-1972                |
| 1          | 9             | Lists: Undergraduate faculty council, 1958         |
| 1          | 10            | Lists: University committees, 1939-1942            |
| 1          | 11            | Lists: Distinguished chairs at Emory, 2002         |
| 1          | 12            | Memorials, 1955-1973                               |
| 1          | 13            | Minutes, 1919-1924                                 |
| 1          | 14            | Minutes, 1927-1930                                 |
| 2          | 1             | Minutes, 1941-1942                                 |
| 2          | 2             | Minutes, 1943-1945                                 |
| 2          | 3             | Minutes, 1946-1950                                 |
| 2          | 4             | Minutes, 1951-1952                                 |
| 2          | 5             | Minutes, 1953-1954                                 |
| 2          | 6             | Minutes, 1955                                      |
| 2          | 7             | Minutes, 1956-1957                                 |
| 2          | 8             | Minutes, 1958-1959                                 |
| 3          | 1             | Minutes, 1960-1962                                 |
| 3          | 2             | Minutes, 1963-1964                                 |
| 3          | 3             | Minutes, 1965-1966, 1968-1969                      |
| 3          | 4             | Minutes, 1970                                      |
| 3          | 5             | Minutes, 1971                                      |
| 3          | 6             | Minutes, 1972                                      |
| 3          | 7             | Minutes, 1973-1974                                 |
| 3          | 8             | Minutes, 1975-1976                                 |
| 3          | 9             | Minutes, 1977-1978, 1981, 1992, 1994               |
| 3          | 10            | Motions, 3 May 1960: Segregated education issues   |
| 3          | 11            | Policies, 1950-1974                                |
| 10         |               | Unprocessed materials [RESTRICTED until processed] |
| BV1        |               | Faculty Club Minutes, 1918-1930                    |

BV2            Curriculum Vitae, undated  
BV3            College Faculty Minutes, 1917-1930

**Series 2**  
**Awards and Chairs records, 1962-2000**  
**Box 4**

| <b>Box</b> | <b>Folder</b> | <b>Content</b>  |
|------------|---------------|---|
| 4          | 1             | Charles Howard Candler Professorships, 1959-1960, 1976                                |
| 4          | 2             | Charles Howard Candler Professorships, 1980, 1984, 1987                               |
| 4          | 3             | Emory Williams Distinguished Teaching Award 1972-1973, 1977-1978, 1981, 1984, undated |
| 4          | 4             | Fuller E. Callaway Professorships 1967, 1971, 1979                                    |
| 4          | 5             | Guggenheim fellows, 1982  |
| 4          | 6             | Robert W. Woodruff Lecture and Award, undated   |
| 4          | 7             | Thomas Jefferson Award, 1962-2000   |
| 4          | 8             | United Methodist Church Award for University Scholar/Teacher, 1982, 1984, 1986        |

**Series 3**  
**Subject files, 1958-1988**  
**Box 4**

| <b>Box</b> | <b>Folder</b> | <b>Content</b>   |
|------------|---------------|--|
| 4          | 9             | Dekalb Superior Court case; Emory plaintiff, 1969                  |
| 4          | 10            | Faculty discussion groups, 1975, 1981, undated                     |
| 4          | 11            | Faculty orientation, 1968-1969                                     |
| 4          | 12            | Luce faculty seminar, 1988   |
| 4          | 13            | Statement by the Emory faculty on closing the public schools, 1958 |
| 4          | 14            | Symposium, 1971  |
| 4          | 15            | Wonderful Wednesday faculty questionnaire, 1967                    |

**Series 4**  
**Committee records, 1938-1994**  
**Boxes 5-9**

| <b>Box</b> | <b>Folder</b> | <b>Content</b>  |
|------------|---------------|---|
| 5          | 1             | Absences, 1951  |
| 5          | 2             | Academic progress measurement, [1932]   |
| 5          | 3             | Academic standards (also known as Academic policies and standards committee), 1959, 1962, 1964-1967 |
| 5          | 4             | Academic standards, 1968-1970   |
| 5          | 5             | Academic standards, 1971-1978   |
| 5          | 6             | Admissions and scholarship, 1959  |
| 5          | 7             | Admissions and scholarship, 1960  |
| 5          | 8             | Admissions and scholarship, 1961  |
| 5          | 9             | Admissions and scholarship, 1962-1969   |
| 5          | 10            | Admissions and scholarship, 1970-1974   |
| 5          | 11            | Admissions and scholarship, 1975-1979   |
| 5          | 12            | Admissions and scholarship, 1980-1997   |
| 5          | 13            | Afro-American studies (Curriculum) sub-committee, 1969  |
| 5          | 14            | Afro-American studies (Curriculum) sub-committee, 1970 January-March                                |
| 5          | 15            | Afro-American studies (Curriculum) sub-committee, 1970 April-December                               |
| 5          | 16            | Camp planning (Faculty-staff camp), 1953-1955, 1959-1966  |
| 5          | 17            | Camp planning, 1967-1968, 1972-1979   |
| 5          | 18            | Campaign planning, 1963-1964  |
| 5          | 19            | Campaign planning, 1964   |
| 6          | 1             | College environment, 1962-1963  |
| 6          | 2             | Commencement, 1933-1958, undated  |
| 6          | 3             | Community and relief funds, 1946-1947, 1963   |
| 6          | 4             | Curriculum, 1952-1954   |
| 6          | 5             | Curriculum, 1959-1960   |
| 6          | 6             | Curriculum, 1961  |
| 6          | 7             | Curriculum, 1962  |
| 6          | 8             | Curriculum, 1963  |
| 6          | 9             | Curriculum, 1964  |
| 6          | 10            | Curriculum, 1965  |
| 6          | 11            | Curriculum, 1966  |
| 6          | 12            | Curriculum, 1967, 1969-1971   |
| 6          | 13            | Curriculum, 1972  |
| 6          | 14            | Curriculum, 1973-1976   |
| 7          | 1             | Curriculum, 1977-1979   |



|   |    |  |
|---|----|--|
| 7 | 2  | Curriculum, 1980-1984  |
| 7 | 3  | Curriculum, 1986-1989  |
| 7 | 4  | Curriculum, 1990-1994  |
| 7 | 5  | Curriculum, 1995-1997  |
| 7 | 6  | Curriculum, 1998-1999  |
| 7 | 7  | Curriculum, 2000-2001  |
| 7 | 8  | Curriculum, undated  |
| 7 | 9  | Curriculum revision (ad hoc), 1963                                     |
| 7 | 10 | Development, 1953-1954   |
| 7 | 11 | Educational policy, 1974-1979  |
| 7 | 12 | Educational policy, 1980-1981  |
| 7 | 13 | Educational policy, 1982   |
| 7 | 14 | Educational policy, 1983-1984  |
| 7 | 15 | Educational policy, 1985-1989  |
| 7 | 16 | Educational policy, 1990-1998  |
| 8 | 1  | Educational policy, 1998-1999  |
| 8 | 2  | Educational policy, 2000-2001  |
| 8 | 3  | Educational policy, 2002-2008  |
| 8 | 4  | Executive (Continues: Legislative council), 1970-1972                  |
| 8 | 5  | Executive, 1973-1981, undated  |
| 8 | 6  | Faculty advisory council, 1971-1972                                    |
| 8 | 7  | Faculty advisory council, 1973-1974                                    |
| 8 | 8  | Faculty advisory council, 1975-1978                                    |
| 8 | 9  | Faculty advisory council, 1980-1984, undated                           |
| 8 | 10 | Faculty organization study, 8 May 1958                                 |
| 8 | 11 | Freshman and sophomore advisory system, 1959, undated                  |
| 9 | 1  | Insurance, 1938, 1951  |
| 9 | 2  | Legislative council (Continued by: Executive committee), 1958-1959     |
| 9 | 3  | Legislative council, 1960-1961   |
| 9 | 4  | Legislative council, 1962-1963   |
| 9 | 5  | Legislative council, 1964-1965   |
| 9 | 6  | Legislative council, 1966-1967   |
| 9 | 7  | Legislative council, 1968-1969   |
| 9 | 8  | Martin Luther King, Jr. scholarship campaign, 1968, 1972-1973, undated |
| 9 | 9  | Morale (WWII), 1942, 1946, undated                                     |
| 9 | 10 | Policies and principals, undated                                       |
| 9 | 11 | Problems of plagiarism, 1960   |
| 9 | 12 | Public functions, 1938-1947, undated                                   |
| 9 | 13 | Publicity, 1941-1942   |

|   |    |  |
|---|----|--|
| 9 | 14 | Religious discussion, 1953-1955, undated           |
| 9 | 15 | Retirement, 1938-1942-Minutes                      |
| 9 | 16 | Retirement, 1938-1942-Correspondence and memoranda |
| 9 | 17 | Retirement, 1939, 1941-Membership                  |
| 9 | 18 | Retirement, 1937, 1941, undated-Retirement plan    |
| 9 | 19 | Retirement, 1941-Group insurance                   |
| 9 | 20 | Retirement, undated-Faculty birth dates            |
| 9 | 21 | Scholarship, 1946-1961                             |
| 9 | 22 | Task force on curriculum (clipping), 1994          |
| 9 | 23 | Three-year B. A. degree study (ad hoc), 1972       |

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