

EMORY UNIVERSITY. BOARD OF TRUSTEES.

Emory University Board of Trustees records, 1914-2010

Emory University
Emory University Archives
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Descriptive Summary

- Creator:** Emory University. Board of Trustees.
- Title:** Emory University Board of Trustees records, 1914-2010
- Call Number:** Series No. 39
- Extent:** 25.25 linear ft. (55 boxes), 1 oversized paper (OP), and 98 bound volumes (BV)
- Abstract:** Records of the Emory University Board of Trustees include meeting minutes; reports to the Board of Trustees from the University President and working committees; and administrative materials including awards, bylaws and charters, clippings, public statements, and membership rosters. Records relate to university finances, campus planning, student life, faculty appointments, and other issues.
- Language:** Materials entirely in English.

Administrative Information

Restrictions on Access

Special restrictions apply: Selected materials are restricted in accordance with Emory University Archives access policy which stipulates that records of the Board of Trustees are closed for a period of 25 years from the date of creation.

Collection stored off-site. Researchers must contact the Rose Library in advance to access this collection.

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Related Materials in This Repository

Emory College Board of Trustees records (Series 46); Georgia Conference Manual Labor School Board of Trustees minutes (Series 45); and Methodist Episcopal Church, South, Educational Commission records (Series 122)

Source

Transfer

Citation

[after identification of item(s)], Emory University Board of Trustees records, Emory University Archives, Stuart A. Rose Manuscript, Archives, and Rare Book Library, Emory University.

Processing

Processed by Kate Donovan Jarvis, Kate Stratton, and John Bence, February 2012.

Collection Description**Administrative History**

In 1914, following a dispute between the Methodist Episcopal Church, South and Vanderbilt University regarding the appointment of members to the Board of Trustees, the Methodist Episcopal Church, South, severed its relationship with Vanderbilt and decided to charter a new Methodist university in the South. Asa Candler, founder of the Coca-Cola Company and brother of former Emory President Warren Candler (1888-1998), offered the Educational Commission of the Methodist Episcopal Church, South one million dollars and seventy-two acres of land for the Church to establish its new university in Druid Hills, a wooded neighborhood located six miles northeast of downtown Atlanta. In 1915, the Superior Court of DeKalb County granted the Educational Commission a charter for the new University and the Educational Commission's members became interim trustees of the newly created Emory University. The first and interim members of the Board were: Reverend W.D. Bradfield, Asa G. Candler, Bishop Warren Akin Candler, Judge J.E. Cockrell, Reverend Plato T. Durham, T.T. Fishburne, H.R. Fitzgerald, Hon. G.T. Fitzhugh, Bishop John C. Kilgo, Reverend A.J. Lamar, Bishop J.H. McCoy, Bishop W.B. Murrah, Reverend F.J. Prettyman, Dr. J.P. Scott, Hon. W.G.M. Thomas, and W.D. Thomson.

In 1918, three years after the chartering of the University, the General Conference of the Methodist Episcopal Church, South elected thirty men to serve as the first permanent members of the Emory University Board of Trustees. The University's 1915 charter outlined the terms under which first members of the Board of Trustees would be selected. The members of the Emory University Board were to be nominated by a nine-member committee to be appointed by the Bishops of the Methodist Episcopal Church, South. No fewer than eight members were to be residents of Georgia and at least two members were to be Florida residents. The initial terms of appointment on the Board varied, with one-third serving terms of four years, one third six year terms, and one third terms of eight years. However, after the first Board cohort, the terms of office were to eight years. In the event of vacancies thereafter, whether due to death, resignation, removal, or expiration of term of office, the remaining members of the Board of Trustees had the power to fill the vacancies, although new members still needed to be confirmed by the Methodist Church.

As a result of amendments to the original University charter since 1915, the terms of membership for the Board of Trustees changed such that today the Board generally has 45 members. Of that number, 30 to 34 members serve initial terms of six years and are eligible for four year renewable terms thereafter. The Board of Trustees also consists of nine to eleven alumni members, recommended by the Emory Alumni Association, who are elected to serve a six year term. Members of the Board of Trustees fill all vacancies on the Board, and new members are confirmed by the Southeastern Jurisdictional Conference of the United Methodist Church or by an agent so designated by the Church.

In addition to regular membership status, the Board of Trustees also includes emeriti trustees. To be elected to emeritus status, a trustee must have reached seventy years old and have served a full six-year term on the Board. Emeriti members may attend Board meetings and serve as voting members of Board committees, however they do not have voting privileges at full meetings and may not be counted in determining the overall number of University trustees.

The full Board of Trustees meets three times a year (a winter meeting in February, a midyear meeting in June, and an annual meeting in November), although special meetings may also be called by the Chair. In addition to the Chair, leadership of the Board consists of two Vice-Chairs, a Secretary, and an Executive Committee. The Board also has a number of working committees, including an Investment Committee, Real Estate, Buildings, and Grounds Committee, Finance Committee, Robert W. Woodruff Health Sciences Center Board, Academic Affairs Committee, Emory Development and Communications Committee, Campus Life Committee, and Committee on Governance, Trusteeship, and Nominations.

Scope and Content Note

Records of the Emory University Board of Trustees include meeting minutes of both the full Board of Trustees and the Executive Committee, which include records of votes and resolutions as well as reports and recommendations related to university finances, campus planning, student life, faculty appointments, and other issues; reports to the Board of Trustees from the University President and working committees; records of the Board of Visitors; and administrative material including awards, bylaws and charters, clippings, public statements, and membership rosters.

Arrangement Note

Organized into four series: (1) Administrative records, (2) Board of Trustees minutes, (3) Board of Visitors records, and (4) Executive Committee minutes.

Description of Series

[Series 1: Administrative records, 1914-1993](#)

[Subseries 1.1: Correspondence, 1914-1959](#)

[Subseries 1.2: General records, 1926-1993](#)

[Subseries 1.3: Reports to the Board of Trustees, 1915-1971](#)

[Subseries 1.4: Subject files, 1915-1975](#)

[Series 2: Board of Trustees minutes, 1914-2010](#)

[Series 3: Board of Visitors records, 1958-1993](#)

[Series 4: Executive Committee minutes, 1915-2010](#)

Series 1
Administrative records, 1914-1993
Boxes 1-5

Scope and Content Note

Series consists of correspondence, chiefly that of Warren Akin Candler; subject files; general records including membership rosters, directories, and press releases; and reports to the Board of Trustees from Board committees and University administrators.

Arrangement Note

Organized into 4 subseries: (1.1) Correspondence, (1.2) General records, (1.3) Reports to the Board of Trustees, and (1.4) Subject files.

Subseries 1.1
Correspondence, 1914-1959
Box 1

Scope and Content

Early correspondence is in large part that of Warren Akin Candler.

Arrangement Note

Arranged in chronological order.

Box	Folder	Content
1	1	Correspondence, 1914-1915
1	2	Correspondence, 1916
1	3	Correspondence, 1917
1	4	Correspondence, 1918-1920
1	5	Correspondence, 1921
1	6	Correspondence, January-June 1922
1	7	Correspondence, July-December 1922
1	8	Correspondence, 1923
1	9	Correspondence, 1924
1	10	Correspondence, 1925
1	11	Correspondence, 1926
1	12	Correspondence, 1927-1928
1	13	Correspondence, 1956-1959

Subseries 1.2
General records, 1926-1993
Box 2

Arrangement Note

Arranged in alphabetical order by file type.

Restrictions on Access

Special restrictions apply: Selected materials [Folder 4A] are closed to research in accordance with Emory University Archives access policy.

Box	Folder	Content
2	1	Address to the Board, 1955-1989
2	2	Administrative charts, 1958-1971
2	3	Clippings, 1946-1959
2	4	Clippings, 1960-1972
2	4A	Handbook, 1992 [BOTR RESTRICTED until 2018]
2	5	Membership lists, 1915-1977
2	6	Messages and statements, 1936-1983 and undated
2	7	Press releases, 1945-1973
2	8	Press releases, undated
2	9	Reports to the General Conference of the Methodist Episcopal Church, South, 1926-1940
2	10	Roster and committee pamphlets, 1965-1993
2	11	Trustee emeriti awards, 1970-1980
2	12	University bylaws, 1961-1980

Subseries 1.3
Reports to the Board of Trustees, 1915-1971
Box 3

Arrangement Note

Arranged in chronological order.

Box	Folder	Content
3	1	Chancellor's report, 1915
3	2	Chancellor's report, 1916
3	3	Treasurer's report, 1916
3	4	Chancellor's report, 1917
3	5	Committee reports, 1917
3	6	Chancellor's report, 1918
3	7	Chancellor's report, 1919
3	8	Committee reports, 1919
3	9	Chancellor's report, 1921
3	10	Committee reports, 1921
3	11	President's report, 1921
3	12	Committee reports, 1922
3	13	President's report, 1922
3	14	Committee reports, 1923
3	15	President's report, 1923
3	16	Committee reports, 1924
3	17	President's report, 1924
3	18	President's report, 1925
3	19	President's report, 1926
3	20	President's report, 1927
3	21	President's report, 1928
3	22	Committee reports, 1962 and 1967
3	23	Committee reports, 1971
3	24	Committee reports, undated

Subseries 1.4
Subject files, 1915-1975
Boxes 4-5

Arrangement Note

Arranged in alphabetical order by subject.

Box	Folder	Content
OP 1		Annuity bond, issued to C.A. and Nannie Allday, signed by Asa Candler, 1919
4	1	Bequests, 1915
4	2	Building construction, 1915-1923
4	3	Bylaws, undated
4	4	Campus unrest, 1970
4	5	Candler, Asa G., gift, 1916-1932
4	6	Charter, legal opinion, undated
4	7	Dickey, James. E., resignation, 1915
4	8	Emory Campaign, 1916-1917
4	9	Emory Campaign, 1926-1927
4	10	Emory Elementary School, 1922-1923
4	11	Emory University tax exemption case: Clippings, 1961-1963
4	12	Emory University tax exemption case: Correspondence, 1915-1921
4	13	Emory University tax exemption case: Executive Committee resolution, 1963
4	14	Emory University tax exemption case: Court documents, 1961-1962
5	1	Emory University tax exemption case: "History of the Campaign for the Exemption of College Endowments from Taxation: 1890-1917"
5	2	Emory University tax exemption case: Reports, 1918-1929 and undated
5	3	Endowment funds, 1923
5	4	Frank, Leo, 1915
5	5	Lamar School of Law, 1916
5	6	Lamar School of Law, 1917-1921
5	7	Oxford Junior College, 1926
5	8	Petitions and incorporations, 1913-1922
5	9	President's House, 1926
5	10	School of Medicine, 1915-1927
5	11	Trustee retreat, 1975
5	12	United States Army, Emory Unit, 1918
5	13	Wesley Memorial Hospital, 1920-1925
5	14	Workers' Compensation insurance, 1921

Series 2
Board of Trustees minutes, 1914-2010
Boxes 6-27

Scope and Content Note

Series consists of minutes of meetings of the full Board of Trustees. Minutes include records of votes and resolutions on various topics related to the administration of the University.

Arrangement Note

Arranged in chronological order

Restrictions on Access

Special restrictions apply: Selected materials [Boxes 9-27] are closed to research accordance with Emory University Archives access policy.

Box	Folder	Content
BV1		Index to minutes, 1915-1926
BV2		1915-1926
6	1	1916
6	2	1917
6	3	1918
6	4	1919
6	5	1921
6	6	1922
6	7	1923
6	8	1924
6	9	1925
6	10	1926
BV3		1927-1931
6	11	1927
BV4		1932-1936
BV5		1937-1942
BV6		1943-1945
BV7		1946-1948
BV8		1948-1950
BV9		1951-1952
BV10		1953-1954
BV11		1955
BV12		1956-1957
BV13		1958
BV14		1959
6	12	1959

BV15	1960	
BV16	1961	
BV17	1962	
BV18	1963	
BV19	1964	
BV20	1965	
BV21	1966	
BV22	1967	
BV23	1968	
BV24	1969	
BV25	1970	
BV26	1971	
BV27	1972	
BV28	1973	
BV29	1974	
BV30	1975	
BV31	1976	
BV32	1977	
BV33	1978	
BV34	1979	
BV35	1980	
BV36	1981	
BV37	1982	
BV38	1983	
BV39	1984	
BV40	1985	
6	13	Undated
6	14	Buildings Committee minutes, 1915-1917
6	15	Buildings Committee minutes, 1926
6	16	Finance Committee minutes, 1926
6	17	Finance Committee minutes, 1927
6	18	Special meeting minutes, 1976

Series 3
Board of Visitors records, 1958-1993
Box 28

Scope and Content Note

Series consists of agendas, meeting minutes, membership rosters and directories, and other records of the Emory University Board of Visitors.

Arrangement Note

Arranged in chronological order.

Restrictions on Access

Special restrictions apply: Selected materials [Folders 28-29] are closed to research in accordance with Emory University Archives access policy.

Box	Folder	Content
28	1	1958
28	2	1959
28	3	1960
28	4	1963
28	5	1964
28	6	1965
28	7	1966
28	8	1967
28	9	1968
28	10	1969
28	11	1970
28	12	1971
28	13	1972
28	14	1973
28	15	1974
28	16	1976
28	17	1977
28	18	1978
28	19	1979
28	20	1980
28	21	1981
28	22	1982
28	23	1983
28	24	1984
28	25	1985
28	26	1987

28	27	1988
28	28	1992 [BOTR RESTRICTED until 2018]
28	29	1993 [BOTR RESTRICTED until 2019]

Series 4
Executive Committee minutes, 1915-2010
Boxes 29-55

Scope and Content Note

Series consists of minutes of meetings of the Executive Committee of the Emory University Board of Trustees. Minutes include records of votes and resolutions related to campus planning, university finances, student life, faculty appointments, and other issues.

Arrangement Note

Arranged in chronological order.

Restrictions on Access

Special restrictions apply: Selected materials [Boxes 33-55] are closed to research in accordance with Emory University Archives access policy.

Box	Folder	Content
BV41		1915-1928
29	1	1915
29	2	1916
29	3	1917
29	4	1918
29	5	1919
29	6	1921
29	7	1922
29	8	1923
29	9	1924
29	10	1925
29	11	1926
29	12	1927
BV42		1929-April 1934
29	13	1930 and undated
BV43		June 1934-May 1942
BV44		June 1942-1945
BV45		1946-September 1948
BV46		November 1948-1949
BV47		1950
BV48		1951
BV49		1952
BV50		1953
BV51		1954
BV52		1955

29	14	1955-1963
BV53		1956
BV54		1957
BV55		1958
BV56		1959
BV57		1960
BV58		1961
BV59		1962
BV60		1963
BV61		1964
BV62		1965
BV63		1966
BV64		1967
BV65		1968
BV66		1969 (1 of 2)
BV67		1969 (2 of 2)
BV68		1970 (1 of 2)
BV69		1970 (2 of 2)
BV70		1971 (1 of 2)
BV71		1971 (2 of 2)
BV72		1972 (1 of 2)
BV73		1972 (2 of 2)
BV74		1973 (1 of 2)
BV75		1973 (2 of 2)
BV76		1974 (1 of 2)
BV77		1974 (2 of 2)
BV78		1975 (1 of 2)
BV79		1975 (2 of 2)
BV80		1976 (1 of 2)
BV81		1976 (2 of 2)
BV82		1977 (1 of 2)
BV83		1977 (2 of 2)
BV84		1978 (1 of 2)
BV85		1978 (2 of 2)
BV86		1979 (1 of 2)
BV87		1979 (2 of 2)
BV88		1980 (1 of 2)
BV89		1980 (2 of 2)
BV90		1981

BV91	1982
BV92	1983 (1 of 3)
BV93	1983 (2 of 3)
BV94	1983 (3 of 3)
BV95	1984 (1 of 2)
BV96	1984 (2 of 2)
BV97	1985 (1 of 2)
BV98	1985 (2 of 2)
