

EMORY UNIVERSITY.

Campus offices collection, 1940-2001

Emory University
Emory University Archives
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Descriptive Summary

Creator: Emory University.
Title: Campus offices collection, 1940-2001
Call Number: Series No. 244
Extent: .5 linear ft. (1 box)
Abstract: Collection includes subject files for various administrative groups at Emory University consisting of gathered materials such as memoranda, reports, and printed material.
Language: Materials entirely in English.

Administrative Information

Restrictions on Access

Unrestricted access.

Terms Governing Use and Reproduction

All requests subject to limitations noted in departmental policies on reproduction.

Source

Transfer

Custodial History

Originally kept as part of Series 1000.

Citation

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Processing

Processed by Emory University Archives staff.

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Collection Description

Administrative History

Numerous offices have managed the many administrative functions of Emory University, from student services, such as healthcare and admissions, to operations and physical plant. Over time, some of these offices have been reorganized or closed.

Scope and Content Note

Collection includes subject files for various administrative groups at Emory University consisting of gathered materials such as memoranda, reports, and printed material.

Arrangement Note

Arranged alphabetically by office.

Container List

Box	Folder	Content
1	1	Admissions Office, 1983-1986
1	2	Career Planning and Placement Office, 1968-1970s, undated
1	3	Center for Ethics in Public Policy and the Profession (Committee on Biomedical Ethics), 1987-1992
1	4	Emory Employees Credit Union, 1968-1984
1	5	Employee Assistance Program, undated
1	6	Office of Financial Aid (Office of Student Aid), 1980
1	7	Office of Institutional Planning, 2001
1	8	Office of International Affairs, 1993-1994
1	9	Office of Lesbian, Gay, Bisexual, and Transgender Life, 1993-1995
1	10	Office of Minority Student Programs, 1984
1	11	Office of Multicultural Programs and Services, 1991-1994
1	12	Office of Student Employment, 1988
1	13	Operations Department [Emory staff directory], 1955
1	14	Physical Plant Office, 1948-1975
1	15	Police Department, 1990-1995
1	16	Publications Office, 1946-circa 1990s
1	17	Purchasing Department, 1946-1969
1	18	Student Health, 1940-1967
