



The College Of

WILLIAM & MARY

2003-04

2006.008

MEMORANDUM

6 boxes

Office of the Provost

Swem 2443C-  
2443E

TO: Archives

FROM: Ruth D. Hines

DATE: 31 July 2006

SUBJECT: Revised Listing of 2003-04 Files From Provost's Office  
Accession # 2006.8

2003-04

Enclosed please find a revised listing of the ~~2004-05~~ files from the Provost's Office which will be sent over shortly. In moving some files this morning, I discovered a file which should have been included in the earlier listing.

Thank you.



Office of the Provost

TO: Bill Sanders

FROM: Ruth D. Hines

DATE: 27 July 2006

SUBJECT: Moving of Boxes from the Provost's Office

Bill:

We have 6 boxes of files (located in Room 1 of the Brafferton) which need to be moved to the College Archives at Swem. Please coordinate the move and delivery of these boxes with the College Archives Office. Charge all expenses to the Provost's Office account # 161300, Banner Index 120153.

Thanks.

c: College Archives ✓

*Revised*

**Office of the Provost  
Archived Files (2003-04)  
Accession Number 2006.8**

**Box 1**

Academic Regalia  
Administration, Office of  
Admissions, Undergraduate Office  
All Together  
Alumni Society  
Applications  
Applied Research Center (ARC)  
A&S Department Chairs  
A&S Dean  
A&S Faculty Meetings  
A&S Graduate Dean  
A&S Graduate Programs  
A&S Staffing  
A&S Departments:  
    Anthropology  
    Applied Science  
        Applied Science Microway Computer Cluster  
    Art & Art History  
    Biology  
    Chemistry  
    Computer Science  
    Economics  
    English  
    Geology  
    History  
    Kinesiology  
    Mathematics  
    Military Science  
    Modern Languages  
    Music  
    Philosophy  
    Physics  
    Psychology  
    Psychology, Doctoral Program  
    Religion  
    Sociology  
    Theatre & Speech  
    Women's Studies  
Associate Provost, Academic Affairs (Vice Provost)  
Associate Provost for Enrollment Management  
Athletics  
Awards:  
    Virginia Outstanding Scientist

2066 00 X

Barksdale Field  
Board of Visitors  
Bond Issue for Higher Education  
Budgets  
Budgets, Capital Outlay

**Box 2**

Business School  
Business School, Staffing  
Campus Police  
Campus Post Office  
Career Services  
Catalogue  
Center for Archaeological Research  
Center for Gifted Education  
Charles Center  
Charter Day  
Christopher Wren Association  
Commencement  
Committees: College Wide Listing  
Committees: Academic Calendar  
    Academic Space  
    Assessment  
    Athletic Policy  
    Biosafety  
    BPAC  
    Career Services  
    Commencement  
    Concerts  
    Equal Opportunity  
    Faculty Compensation  
    Faculty Hearing and Grievance  
    Faculty Liaison  
    Faculty Marshals  
    Food Service Advisory  
    Honorary Degrees  
    Human Subjects  
    Institutional Animal Care  
    Judicial Appeals  
    Judicial Council  
    Landscape, Environment and Energy  
    Library Policy  
    Museum Collections  
    Museum Exhibitions  
    Parking Appeals

Parking Advisory  
Personnel Policy  
Procedural Review  
Publications  
Residency Status Appeals

Deans: Memos to  
Deans: Meetings  
Development, General Correspondence  
Economic Development

**Box 3**

Education, School of  
Education, School of Staffing  
Endowment Association, General Correspondence  
Endowment Association Budget (2002-03)  
Enrollment  
Equal Opportunity  
Facilities Management  
Faculty, Adjunct  
Faculty Assembly  
Faculty Meeting, All College  
Faculty Orientation  
Faculty Orientation Packet Information  
Faculty Research Committee, General Correspondence  
Faculty Research Assignments  
Faculty Research Reports (Leave taken during 2002-03)  
Faculty Research, Summer Grants  
Faculty Research Summer Grant Reports (2003)  
Faculty Salaries  
Faculty Statistics  
Finance, Office  
Financial Aid  
Fulbright Association  
General Assembly  
Governor's Fellows  
Grants and Research, General Correspondence

**Box 4**

Human Resources  
Hurricane  
Inaugurations  
Indirect Cost Recoveries  
Information Technology  
Institute of Early American History and Culture  
Institute of Early American History and Culture, Fellowships  
Institutional Research  
Internal Audit  
Job Opportunities

Keck Environmental Field Lab  
Law School  
Law School Staffing  
Leaves of Absence  
Legal Issues  
Muscarelle Museum  
National Institute of History and Democracy  
Opening Convocation  
Payroll  
Phi Beta Kappa  
Planning, Design  
President's Office  
Procurement  
Professorships, Term :  
    Boyd (Jack Martin and Laura Ekstrom)  
    Class of 1963 (David Armstrong)  
    Class of 1964 (Carl Friedrichs)  
    Stephens (Erik Lie)  
Project MAST  
Promotions

**Box 5**

Provost's Office, General Correspondence  
Public Policy Research - Report on Designing an Model for Community Based Services to  
Promote the Health of Older Adults, 2003  
Retirement, General Correspondence  
Reves Center  
Safety  
Scholarships  
State Council of Higher Education, General Correspondence  
State Council of Higher Education, GPAC  
State Council of Higher Education, IPAC  
State: Attorney General  
State: Auditor of Public Accounts  
State: Comptroller  
State: Education Office  
State: Governor's Office  
State: Joint Legislative Audit and Review (JLARC)  
Student Affairs  
Student Discipline and Honor  
Surveys  
Swem Library  
Travel Authorizations

**Box 6**

Tuition and Fees  
Tuition Waivers, Graduate Assistants  
University Relations

Virginia Institute of Marine Science

Virginia Institute of Marine Science, Staffing  
Virginia Retirement System  
Washington Office