

## Executive Vice President, Administrative Files

Ward M. Canaday Center for Special Collections

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**UNIVERSITY OF TOLEDO ARCHIVES  
INVENTORY**

**Collection Number:** UR PA/60

**Collection Name:** Executive Vice President- Administrative Files

**Dates:** 1941 to 1975

**Received from (department and person):** unknown

**Quantity:** 4.5 lin. Ft.

**Condition:** Good

**Access:** Open

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**Description** (include arrangement, types of material, subjects covered, processing notes, etc.):

This series contains the Administrative Files of the Executive Vice-President from 1941 to 1975. Most of the files came from the office of Jesse R. Long who was the Executive Vice-President. The series has been arranged alphabetically by subject name. In the case of State Issues the files have been arranged chronologically.

The series consists of mostly letters, reports, memos, and minutes of meetings. Newspaper clippings also fill a large portion of the series.

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American Association of Univ. Prof. 1945-73	1	7
American College Public Relation Assoc. 1951-67	1	8
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American College Public Relation Assoc. 1951-67	1	10
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Biology-Chemistry Building Dedication 1965-68	1	16
Blakney Report (Bob Miller Case) 1969-70	1	17
Board of Trustees Bylaws 1962-72	1	18
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Downtown Continuing Education Center 1966	2	6
Economic Feasibility Study 1969	2	7
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Educational Planning Committee 1960-63	2	9
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Interim Operating Committee Report 1950-51	3	6
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Journalism- News Personalities 1946-57	3	8
Journalism- Readability 1953-71	3	9
Journalism- Scholarship 1951-59	3	10
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