



Mississippi University
for Women
A Tradition of Excellence for Women and Men

University Archives Inventory

Record Group Number: UR005

Title: Dean of Students Records

Date: 1919 - 1983

Bulk Date: 1920-1953, 1965-1983

Extent: 27 Boxes

Creator: Nellie Keirn, Clytee Evans

Administrative/Biographical Notes: Nellie Sutton Keirn, originally from Lexington, Mississippi, was hired in 1906 as a teaching fellow at the college following her graduation from the II&C. Due to President Whitfield's encouragement, she took a year's leave to earn a master's degree at the University of Wisconsin. Upon her return in 1912, she became an assistant in psychology and education and a professor of geography. In 1919, president Whitfield appointed her as dean, and later in 1925, President Fant named her vice-president. Upon Fant's death in November 1929, Governor Bilbo asked Keirn to serve as acting president, and she agreed while making it clear that she did not seek the position permanently. Having been familiar with Fant's plans for the college, she set out to achieve his vision, making requests to the legislature in 1930 for necessary funding as well as operating a competitive summer school at the college. Despite the efforts of female faculty like Lena Vaughn to promote Keirn as a candidate for permanent presidency, Keirn made it clear to the Board of Trustees that she did not seek the position. In an unexpected decision from the board - prompted by Governor Bilbo's political maneuvering - Keirn was dismissed from the college altogether in 1930. She left for two years, but returned in 1932 and was reappointed as dean. She retired in 1955, during President Hogarth's administration, having worked for the college for nearly 50 years.

Clytee Evans served as dean in Keirn's absence, beginning in 1930. She was an alumna of the college, and was completing her doctorate while serving as head of the biology department at the University of Chicago when President Sutherland made the request. She returned to teaching in the biology department upon Keirn's return in 1932.

Deans of students include: M. J. S. Callaway, who served as "lady principal" at the II&C, the approximate equivalent of dean of students; Nellie Keirn (1919-1955), Clytee Evans (1930-1932), Maguerite Goen (1956-1963), Margaret Jameson (1964-1966), Claire F. Wall (1967-1968), Ann Brooks McAllister (1969-1972, 1974-1977), Linda Dye (acting 1973), Gloria Raines (1978). Dean Raines was simultaneously elevated to Vice President of Student Affairs in 1978, and it seems that the two offices were merged from then on. The next official "Dean of students" was Sirena Cantrell who began serving as interim dean in September 2013. Cantrell was officially named Dean of students in July of 2014.



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for Women
A Tradition of Excellence for Women and Men

The jobs description of the Dean of students typically included general student affairs, admissions, schedules, disciplinary actions, budgets, reports, etc. The office handled a range of administrative tasks, and changed over time as new positions were created at MUW.

Scope and Content Notes: The collection includes transcripts, reports, budgets, excuses, schedules, etc. Also, when Nellie Keirn became acting president in 1929, her files also included faculty administration and letters to the state legislators in addition to the material.

System of Arrangement: Boxes C12 – C26 (Dean of Students Records from Nellie Keirn and Clytee Evans) are arranged chronologically, with the exception of box C12. The remainder, boxes C397, C156, C433, C434, C397, C398, C399, C400, C99, C210, C211, and C448 are arranged alphabetically.

Conditions Governing Access: Boxes C398 and C399 contain student records and are not open for research use. They will be unsealed in the year 2049.

Physical Access: No restrictions.

Technical Access: No restrictions.

Conditions Governing Reproduction and Use: All unpublished materials are protected by copyright held by Mississippi University for Women. Permission to publish or reproduce must be requested in writing to the University Archivist. Published materials may also be protected by copyright, and the user must locate and request permission from copyright holder to publish or reproduce

Language: English

Finding aids: Finding Aid Dean of Students.docx located in hard copy and on archives PC.

Appraisal/Destruction: This collection is slated for permanent retention.

Accruals: Further accruals expected.

Related Archival Materials: See boxes C73, C81, C83, C90, C122, C139 for Dean of Students files from the Hogarth Administration.

Box C479 in the Harvey Craft Records contains Nellie Keirn records.

Publication Note: Pieschel, Bridget Smith and Stephen Robert, Publisher: University Press of Mississippi, city: Jackson, Mississippi, year: 1985

Notes: This collection was originally two different collections: the Nellie Keirn Collection, and the Student Affairs Collection. They were combined because both housed Dean of Students records.

Some information for finding aid was obtained from email correspondence with Sirena Cantrell. Dates for the timeline of Dean of Students was created using the Meh Lady's.

Description Control: Description based on DACS 2nd Edition. Access points based on Library of Congress Subject Headings and Name Authority File. Finding aid created by Chelsey Collins, 2015.



Folder List

| Year | Box | Folder |
|-------------------------|------|--|
| 1955-1957 | C397 | Social Adviser Reports |
| 1965-1971 | C156 | Dean of Student files |
| | C433 | |
| | C434 | |
| 1977-1979 | C397 | Student Affairs |
| 1977-1978 | | Dean of Student files |
| 1972-1977 and 1980-1983 | C398 | Student Affairs |
| 1972-1977 and 1980-1983 | C399 | Student Affairs |
| 1965-1968 | | Student Records M-P: Dean of Faculty, Dean of Students |
| 1966-1968 | | Student Files |
| 1966-1968 | | Student Files |
| 1972-1976 | C400 | Dean of Student files |
| 1971-1975 | C99 | Dean of Student files |
| 1969-1974 | C210 | Dean of Student files |
| 1969-1974 | C211 | Dean of Student files |
| 1966-1969 | | Student Records |
| 1971-1975 | C448 | Dean of Student files |
| 1921-1953 | C12 | BOX |
| 1929 | C12 | Correspondance of 1929 |
| 1930 | C12 | Correspondance of 1930 |
| 1922 | C12 | Admissions 1922 |
| 1949-1952 | C12 | Correspondance 1949-1952 |
| 1951-1953 | C12 | Correspondance 1951-1953 |
| 1932-1934 | C12 | Social Advisor Report 1932-1934 |
| 1934 | C12 | Social Advisor Report 1934 |
| 1933-1934 | C12 | Social Advisor Report 1933-1934 |
| 1924 | C12 | Admissions 1924 |
| 1921 | C12 | Admissions 1921 1/2 |
| 1921 | C12 | Admissions 1921 2/2 |
| 1921 | C12 | Admissions 1922 |
| 1919-1926 | C13 | BOX |
| 1919-1920 | C13 | Admissions 1919-1920 1/2 |
| 1919-1920 | C13 | Admissions 1919-1920 2/2 |
| 1919-1920 | C13 | Correspondence related to Admissions |
| 1919-1920 | C13 | Letters of Inquiry |
| 1920-1921 | C13 | Admissions 1920-1921 1/2 |
| 1920-1921 | C13 | Admissions 1920-1921 2/2 |
| 1922-1923 | C13 | Acceptance Letters 1922-1923 1/3 |
| 1922-1923 | C13 | Acceptance Letters 1922-1923 2/3 |



Mississippi University
for Women
A Tradition of Excellence for Women and Men

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|-----------|-----|--|
| 1922-1923 | C13 | Acceptance Letters 1922-1923 3/3 |
| 1923-1924 | C13 | Certificate of Acceptance 1923-1924 incomplete |
| 1923-1924 | C13 | Certificate of Acceptance 1923-1924 1/5 |
| 1923-1924 | C13 | Certificate of Acceptance 1923-1924 2/5 |
| 1923-1924 | C13 | Certificate of Acceptance 1923-1924 3/5 |
| 1923-1924 | C13 | Certificate of Acceptance 1923-1924 4/5 |
| 1923-1924 | C13 | Certificate of Acceptance 1923-1924 5/5 |
| 1924-1925 | C13 | Certificate of Acceptance 1924-1925 1/3 |
| 1924-1925 | C13 | Certificate of Acceptance 1924-1925 2/3 |
| 1924-1925 | C13 | Certificate of Acceptance 1924-1925 3/3 |
| 1925-1926 | C13 | Admissions Correspondence 1925-1926 1/3 |
| 1925-1926 | C13 | Admissions Correspondence 1925-1926 2/3 |
| 1925-1930 | C14 | BOX |
| 1925-1926 | C14 | Admissions Correspondence 1925-1926 3/3 |
| 1929-1930 | C14 | Admissions Papers 1929-1930 1/3 |
| 1929-1930 | C14 | Admissions Papers 1929-1930 2/3 |
| 1929-1930 | C14 | Admissions Papers 1929-1930 3/3 |
| 1925 | C14 | Miscellaneous Teachers Report |
| 1926-1927 | C14 | Permissions Slips 1926-1927 1/5 |
| 1926-1927 | C14 | Permissions Slips 1926-1927 2/5 |
| 1926-1927 | C14 | Permissions Slips 1926-1927 3/5 |
| 1926-1927 | C14 | Permissions Slips 1926-1927 4/5 |
| 1926-1927 | C14 | Permissions Slips 1926-1927 5/5 |
| 1926-1927 | C14 | General Correspondence 1926-1927 1/7 |
| 1926-1927 | C14 | General Correspondence 1926-1927 2/7 |
| 1926-1927 | C14 | General Correspondence 1926-1927 3/7 |
| 1926-1927 | C14 | General Correspondence 1926-1927 4/7 |
| 1926-1927 | C14 | General Correspondence 1926-1927 5/7 |
| 1926-1927 | C14 | General Correspondence 1926-1927 6/7 |
| 1926-1927 | C14 | General Correspondence 1926-1927 7/7 |
| 1919-1957 | C15 | BOX |
| 1927 | C15 | Miscellaneous 1927 |
| 1927 | C15 | General Correspondence 1927 1/3 |
| 1927 | C15 | General Correspondence 1927 2/3 |
| 1927 | C15 | General Correspondence 1927 3/3 |
| 1919-1922 | C15 | Accreditation of Schools 1919-1922 |
| 1925 | C15 | Accreditation of Schools 1925 |
| 1922-1931 | C15 | Alumni Association 1922-1931 |
| 1925 | C15 | Alumni Association 1925 |
| 1924 | C15 | General Correspondence 1924 1/2 |
| 1924 | C15 | General Correspondence 1924 2/2 |



Mississippi University
for Women
A Tradition of Excellence for Women and Men

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|-----------------|-----|---|
| 1926 | C15 | Admissions 1926 |
| 1920-1926 | C16 | BOX |
| 1926 | C16 | Admissions 1926 |
| 1925 | C16 | Student Evaluations 1925 |
| undated | C16 | Student Evaluations (1920's?) |
| 1927 | C16 | Correspondence 1927 |
| 1922 | C16 | Admissions Correspondence 1922 1/3 |
| 1922 | C16 | Admissions Correspondence 1922 2/3 |
| 1922 | C16 | Admissions Correspondence 1922 3/3 |
| 1920-1921 | C16 | Admissions Correspondence 1920-1921 1/4 |
| 1920-1921 | C16 | Admissions Correspondence 1920-1921 2/4 |
| 1920-1921 | C16 | Admissions Correspondence 1920-1921 3/4 |
| 1920-1921 | C16 | Admissions Correspondence 1920-1921 4/4 |
| 1921 | C16 | Correspondence to/from dean june 1921 1/2 |
| 1921 | C16 | Correspondence to/from dean june 1921 2/2 |
| 1921 | C16 | Correspondence to/from dean july 1921 |
| 1922 | C16 | Letters of Withdrawl to Parents June 1922 |
| 1926 | C16 | Letters of Phys. Ed. Students 1926 |
| 1921 | C16 | Letters of Withdrawl to Parents June 1921 |
| 1924-1925 | C16 | Correspondence of 1924-1925 |
| 1923-1930 | C17 | BOX |
| 1923-1925 | C17 | Correspondence of 1923-1925 |
| 1924-1925 | C17 | Correspondence of 1924-1925 1/3 |
| 1924-1925 | C17 | Correspondence of 1924-1925 2/3 |
| 1924-1925 | C17 | Correspondence of 1924-1925 3/3 |
| 1925-1926 | C17 | Faculty Schedule and Class Role 1/7 |
| 1925-1926 | C17 | Faculty Schedule and Class Role 2/7 |
| 1925-1926 | C17 | Faculty Schedule and Class Role 3/7 |
| 1925-1926 | C17 | Faculty Schedule and Class Role 4/7 |
| 1925-1926 | C17 | Faculty Schedule and Class Role 5/7 |
| 1925-1926 | C17 | Faculty Schedule and Class Role 6/7 |
| 1925-1926 | C17 | Faculty Schedule and Class Role 7/7 |
| 1926-1927 | C17 | Nellie Keirn Dean 1926-1927 |
| 1927-1929 | C17 | Correspondence of 1927-1929 |
| 1929 | C17 | Correspondence of 1929 |
| 1930 | C17 | Correspondence of 1930 |
| 1923; 1926-1927 | C17 | Nellie Keirn Dean 1923; 1926-1927 |
| 1923-1938 | C18 | BOX |
| 1925-1926 | C18 | Correspondence of 1925-1926 1/2 |
| 1925-1926 | C18 | Correspondence of 1925-1926 2/2 |
| 1927-1938 | C18 | Correspondence of 1927-1938 J-W |



Mississippi University
for Women
A Tradition of Excellence for Women and Men

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|-----------|-----|---|
| 1923 | C18 | Correspondence 1923 1/3 |
| 1923 | C18 | Correspondence 1923 2/3 |
| 1923 | C18 | Correspondence 1923 3/3 |
| 1923 | C18 | Keirn Replies 1923 1/3 |
| 1923 | C18 | Keirn Replies 1923 2/3 |
| 1923 | C18 | Keirn Replies 1923 3/3 |
| 1922 | C18 | Keirn Replies 1922 1/2 |
| 1922 | C18 | Keirn Replies 1922 2/2 |
| 1935-1938 | C18 | Correspondence 1935-1938 1/2 |
| 1935-1938 | C18 | Correspondence 1935-1938 2/2 |
| 1927 | C18 | Keirn Replies 1927 1/2 |
| 1927 | C18 | Keirn Replies 1927 2/2 |
| 1927 | C18 | Keirn Correspondence 1927 |
| 1921-1952 | C19 | BOX |
| 1921 | C19 | Keirn Correspondence 1921 1/4 |
| 1921 | C19 | Keirn Correspondence 1921 2/4 |
| 1921 | C19 | Keirn Correspondence 1921 3/4 |
| 1921 | C19 | Keirn Correspondence 1921 4/4 |
| 1935 | C19 | Student Transcript 1935 |
| 1927 | C19 | Corese Schedule, Enrollement 1/2 |
| 1927 | C19 | Corese Schedule, Enrollement 2/2 |
| 1938-1939 | C19 | Exused Chaple |
| 1928 | C19 | Correspondence: Colleges 1928 |
| 1927 | C19 | Correspondence of 1927 1/2 |
| 1927 | C19 | Correspondence of 1927 2/2 |
| 1922 | C19 | Teaching Oppurtunities for Graduates |
| 1932 | C19 | Student Labor Scholarships |
| 1928 | C19 | General Correspondemce Received 1928 |
| 1951-1952 | C19 | General Correspondemce Received 1951-1952 |
| 1924 | C19 | Absences 1924 |
| 1924 | C19 | Class Schedule, Enrollments 1924 1/3 |
| 1924 | C19 | Class Schedule, Enrollments 1924 2/3 |
| 1924 | C19 | Class Schedule, Enrollments 1924 3/3 |
| 1919-1937 | C20 | BOX |
| 1935-1936 | C20 | Social Advisor Report 1935-1936 1/3 |
| 1935-1936 | C20 | Social Advisor Report 1935-1936 2/3 |
| 1935-1936 | C20 | Social Advisor Report 1935-1936 3/3 |
| 1927 | C20 | Warning Letters |
| 1939 | C20 | Correspondence 1939 |
| 1930 | C20 | Letters of Failure 1930 |
| 1929 | C20 | Letters of Warning 1929 |



Mississippi University
for Women
A Tradition of Excellence for Women and Men

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| 1936 | C20 | Administration Papers 1936 |
| 1922 | C20 | Corse Schedule, Enrollment 1922 |
| 1925 | C20 | Letters of Warning, Failure 1925 1/2 |
| 1925 | C20 | Letters of Warning, Failure 1925 2//2 |
| 1926 | C20 | Letters of Warning, Failure 1926 |
| 1929 | C20 | Letters of Failure 1929 |
| 1919 | C20 | Faculty Club Minutes 1919 |
| 1927;1931 | C20 | Change in Re-Admission 1927/1931 |
| 1941 | C20 | Social Administration Report 1941 |
| 1927 | C20 | General Correspondence Summer 1927 1/4 |
| 1927 | C20 | General Correspondence Summer 1927 2/4 |
| 1927 | C20 | General Correspondence Summer 1927 3/4 |
| 1927 | C20 | General Correspondence Summer 1927 4/4 |
| 1927-1935 | C21 | BOX |
| 1928-1929 | C21 | Recommendation and Reports 1928-1929 |
| 1928-1929 | C21 | Teacher Schedule 1928-1928 vol. 1 |
| 1928-1929 | C21 | Teacher Schedule 1928-1928 vol. 2 |
| 1937 | C21 | Permits, Reports from Social Advisors 1937 |
| 1929 | C21 | Sub-Freshman English 1929 |
| 1929-1930 | C21 | General Correspondence 1929-1930 1/4 |
| 1929-1930 | C21 | General Correspondence 1929-1930 2/4 |
| 1929-1930 | C21 | General Correspondence 1929-1930 3/4 |
| 1929-1930 | C21 | General Correspondence 1929-1930 4/4 |
| 1929-1930 | C21 | General Correspondence Summer 1/3 |
| 1929-1930 | C21 | General Correspondence Summer 2/3 |
| 1929-1930 | C21 | General Correspondence Summer 3/3 |
| 1929-1930 | C21 | Recommendations from Teachers 1929-1930 |
| 1934-1935 | C21 | Faculty Administration 1934-1935 1/7 |
| 1934-1935 | C21 | Faculty Administration 1934-1935 2/7 |
| 1934-1935 | C21 | Faculty Administration 1934-1935 3/7 |
| 1934-1935 | C21 | Faculty Administration 1934-1935 4/7 |
| 1934-1935 | C21 | Faculty Administration 1934-1935 5/7 |
| 1934-1937 | C22 | BOX |
| 1934-1935 | C22 | Faculty Administration 1934-1935 6/7 |
| 1934-1935 | C22 | Faculty Administration 1934-1935 7/7 |
| 1934-1935 | C22 | Reports, Social Advisers 1934-1935 1/6 |
| 1934-1935 | C22 | Reports, Social Advisers 1934-1935 2/6 |
| 1934-1935 | C22 | Reports, Social Advisers 1934-1935 3/6 |
| 1934-1935 | C22 | Reports, Social Advisers 1934-1935 4/6 |
| 1934-1935 | C22 | Reports, Social Advisers 1934-1935 5/6 |
| 1934-1935 | C22 | Reports, Social Advisers 1934-1935 6/6 |



Mississippi University
for Women
A Tradition of Excellence for Women and Men

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|-----------|-----|--|
| 1936-1937 | C22 | Permits, Reportsfrom Social Advisors 1936-1937 1/8 |
| 1936-1937 | C22 | Permits, Reportsfrom Social Advisors 1936-1937 2/8 |
| 1936-1937 | C22 | Permits, Reportsfrom Social Advisors 1936-1937 3/8 |
| 1936-1937 | C22 | Permits, Reportsfrom Social Advisors 1936-1937 4/8 |
| 1936-1937 | C22 | Permits, Reportsfrom Social Advisors 1936-1937 5/8 |
| 1936-1937 | C22 | Permits, Reportsfrom Social Advisors 1936-1937 6/8 |
| 1936-1937 | C22 | Permits, Reportsfrom Social Advisors 1936-1937 7/8 |
| 1936-1937 | C22 | Permits, Reportsfrom Social Advisors 1936-1937 8/8 |
| 1931-1934 | C23 | BOX |
| 1931-1932 | C23 | General Correspondence 1931-1932 1/9 |
| 1931-1932 | C23 | General Correspondence 1931-1932 2/9 |
| 1931-1932 | C23 | General Correspondence 1931-1932 3/9 |
| 1931-1932 | C23 | General Correspondence 1931-1932 4/9 |
| 1931-1932 | C23 | General Correspondence 1931-1932 5/9 |
| 1931-1932 | C23 | General Correspondence 1931-1932 6/9 |
| 1931-1932 | C23 | General Correspondence 1931-1932 7/9 |
| 1931-1932 | C23 | General Correspondence 1931-1932 8/9 |
| 1931-1932 | C23 | General Correspondence 1931-1932 9/9 |
| 1932-1934 | C23 | General Correspondence 1932-1934 vol. 1 |
| 1932-1934 | C23 | General Correspondence 1932-1934 vol. 2 |
| 1932-1934 | C23 | General Correspondence 1932-1934 vol. 3 |
| 1932-1934 | C23 | General Correspondence 1932-1934 vol. 4 |
| 1932-1934 | C23 | General Correspondence 1932-1934 vol. 5 |
| 1932-1934 | C23 | General Correspondence 1932-1934 vol. 6 |
| | C24 | BOX |
| 1940 | C24 | Social Advisor Report 1940 |
| 1941 | C24 | Social Advisor Report 1941 1/3 |
| 1941 | C24 | Social Advisor Report 1941 2/3 |
| 1941 | C24 | Social Advisor Report 1941 3/3 |
| 1948 | C24 | American Cancer Society 1/2 |
| 1948 | C24 | American Cancer Society 2/2 |
| 1933-1934 | C24 | Correspondence 1933-1934 vol. 1 |
| 1933-1935 | C24 | Correspondence 1933-1934 vol. 2 |
| 1931 | C24 | Duplicates of Registration Slips 1931 1/4 |
| 1931 | C24 | Duplicates of Registration Slips 1931 2/4 |
| 1931 | C24 | Duplicates of Registration Slips 1931 3/4 |
| 1931 | C24 | Duplicates of Registration Slips 1931 4/4 |
| 1930-1931 | C24 | Miscellaneous May 1930-Aug.1931 |
| 1931-1932 | C24 | Miscellaneous Dec. 1931-Sept..1932 |
| 1932 | C24 | Miscellaneous Jan. 1932-April 1932. |
| 1931 | C24 | Evans Miscellaneous 1931 |



Mississippi University
for Women

A Tradition of Excellence for Women and Men

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|-----------|-----|--|
| 1931-1932 | C24 | Copies of Notice from Deans Office 1931-1932 |
| 1943 | C24 | Correspondence Summer School 1943 1/2 |
| 1943 | C24 | Correspondence Summer School 1943 2/2 |
| 1932-1934 | C24 | Faculty and Administraion 1932-1934 1/2 |
| 1932-1935 | C24 | Faculty and Administraion 1932-1934 2/2 |
| | C25 | BOX |
| | C25 | Exuses 1932 1/3 |
| 1932 | C25 | Exuses 1932 2/3 |
| 1932 | C25 | Exuses 1932 3/3 |
| 1930-1931 | C25 | Correspondence mar. 1930-1931 1/15 |
| 1930-1931 | C25 | Correspondence apr. 1930-1931 2/15 |
| 1930-1931 | C25 | Correspondence may 1930-1931 3/15 |
| 1930-1931 | C25 | Correspondence june 1930-1931 4/15 |
| 1930-1931 | C25 | Correspondence aug. 1930-1931 5/15 |
| 1930-1931 | C25 | Correspondence sept. 1930-1931 6/15 |
| 1930-1931 | C25 | Correspondence oct. 1930-1931 7/15 |
| 1930-1931 | C25 | Correspondence nov. 1930-1931 8/15 |
| 1930-1931 | C25 | Correspondence dec. 1930-1931 9/15 |
| 1930-1931 | C25 | Correspondence jan. 1930-1931 10/15 |
| 1930-1931 | C25 | Correspondence feb. 1930-1931 11/15 |
| 1930-1931 | C25 | Correspondence mar.1930-1931 12/15 |
| 1930-1931 | C25 | Correspondence apr.1930-1931 13/15 |
| 1930-1931 | C25 | Correspondence may 1930-1931 14/15 |
| 1930-1931 | C25 | Correspondence june 1930-1931 15/15 |
| 1932-1933 | C25 | Faculty Women's Club 1932-1933 |
| 1932 | C25 | Survey 1932 1/3 |
| 1932 | C25 | Survey 1932 2/3 |
| 1932 | C25 | Survey 1932 3/3 |
| 1930 | C26 | BOX |
| 1930 | C26 | Correspondence Jan. 1930 |
| 1930 | C26 | Correspondence Feb. 1930 |
| 1930 | C26 | Correspondence July 1930 |
| 1930 | C26 | Dramatic Art Tournatment Jan.-Nov. 1930 |
| undated | C26 | Miscellaneous |
| undated | | 10 Boxes of Optical Scan Answers Sheets |
| undated | | Student A-Bates |
| 1949-1968 | | Student Affairs |