

2017

Conferences and Institutes Division (University of Maine) Records, 1909-1988

Special Collections, Raymond H. Fogler Library, University of Maine

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ArchivesSpace

Conferences And Institutes Division Records (University of Maine)

This finding aid was produced using ArchivesSpace on April 10, 2017.

Finding aid written in English

Describing Archives: A Content Standard

Raymond H. Fogler Library University Archives

5729 Raymond H. Fogler Library

University of Maine

Orono, ME 04469-5729

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um.library.spc@maine.edu

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Summary Information

Repository:	Raymond H. Fogler Library University Archives
Creator:	University of Maine. Conferences and Institutes Division
Title:	Academic Affairs. Division Of Lifelong Learning. Conferences And Institutes Division (University Of Maine) Records
ID:	UA RG 0006.013.002
Date [inclusive]:	1909-1988
Physical Description:	3 boxes
Language of the Material:	English

Preferred Citation

University of Maine. Conferences And Institutes Division Records UA RG 0006.013.002, [Box No.], [Folder No.].

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Biographical / Historical

The Conferences and Institutes Division was established in 1973 following a University of Maine 1972 study by F. Philip Dufour, Earsel Goode, and Edward Hackett which made a number of recommendations to Dr. Bruce R. Poulton, Vice President for Research & Public Services regarding a establishing a formalized program of institutes, conferences, and workshops. John R. Benoit was named the first director of the Division in 1973.

Conferences and Institutes continues to host a range of continuing education programs, including conferences, workshops, symposia, corporate training and retreats for Maine organizations as well as regional, national and international organizations.

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Scope and Contents

The records contain textual information mostly created by the Conferences and Institutes Division, but also material regarding conferences held at the University of Maine before the Division was formally established in 1973. The material is outward facing promotional material regarding specific conferences and events organized by the Division and circulated via campus mail to the University of Maine community rather than internal Conferences and Institutes Division administrative records.

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Arrangement

The material is arranged in alphabetical order by the title of conference and then in chronological order by year of conference.

Boxes numbers have changes

- 1 Old Box #294 (New Box 1)
- 2 Old Box #295 (New Box 2)
- 3 Old Box #295b (New Box 3)

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Administrative Information

Publication Statement

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Conditions Governing Access

Kept at Fogler Library's offsite storage facility. One week's notice required for retrieval. Generally only records older than 30 years are accessible. Personal identifiable and sensitive information will be redacted before release.

Conditions Governing Use

Information on literary rights available in the Raymond H. Fogler Library Special Collections Department.

Immediate Source of Acquisition

Some of the material appears to have been collected from campus mail by Muriel Sanford, head of Raymond H. Fogler Library's Special Collection Department.

Processing Information

Processed by Matthew Revitt and student worker Abigayl Novak, March 2017, Raymond H. Fogler Library Special Collections Department. Processing involved a collection survey. Material was rehoused in appropriate archival folders and the boxes and folders numbered and titled added using information from ArchivesSpace. The material was originally housed across 5 boxes to separate the material alphabetically, but the processing archivist felt space savings could be made by consolidating the material into 3 boxes, while still retaining the original alphabetical order.

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Related Materials

Related Materials

Office Of the President Records, UA RG 0003 includes records on the Conferences and Institutes Division.

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Controlled Access Headings

- Publicity

- Brochures
- Circulars (Fliers)
- Conference
- Workshops
- University of Maine. Conferences and Institutes Division

Bibliography

"Conference and Institutes", University of Maine, <https://umaine.edu/conferences/aboutus/> (accessed April 2017).

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Collection Inventory

Title/Description	Instances	
Conferences And Institutes Division - Conference A, 1977-1987 <u>Physical Description:</u> 1 folder	Box 1	Folder 1
Conferences and Institutes Division - Conference B , 1911-1988 <u>Physical Description:</u> 1 folder	Box 1	Folder 2
Conferences and Institutes Division - Conference C & D, 1973-1988 <u>Physical Description:</u> 1 folder	Box 1	folder 3
Conferences and Institutes Division - Conference E & F, 1977-1986 <u>Physical Description:</u> 1 folder	Box 1	folder 4
Conferences and Institutes Division - Conference G & H , 1978-1987 <u>Physical Description:</u> 1 folder	Box 1	folder 5
Conferences and Institutes Division - Conference I-L, 1977-1989 <u>Physical Description:</u> 1 folder	Box 1	folder 6
Conferences and Institutes Division - Conference M-O, 1973-1986 <u>Physical Description:</u> 1 folder	Box 1	folder 7
Conferences and Institutes Division - Conference P-S, 1976-1988 <u>Physical Description:</u> 1 folder	Box 1	folder 8
Conferences and Institutes Division - Conference T-Z, 1978-1987	Box 1	folder 9

<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Courses, 1973-1988	Box 1	folder 10
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General - A & B, 1911-1986	box 2	Folder 1
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General - C & D, 1936-1986	box 2	Folder 2
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - American Society for Engineering Education, 1955-1964	box 2	Folder 3
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General-C.E.S. Conferences, 1965-1985	box 2	Folder 4
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General-E, 1925-1979	box 2	Folder 5A
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General-E, 1978	box 2	Folder 5B
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General-F, 1959-1987	box 2	Folder 6
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General-G & H, 1941-1993	box 2	Folder 7
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General - I, 1936-1984	box 2	Folder 8
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General - J, 1931-1938	box 2	Folder 9
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General - K & L, 1951-1978	box 2	Folder 10
<u>Physical Description:</u> 1 folder		
Conferences and Institutes Division - Conferences General - M, 1928-1984	box 2	Folder 11

Physical Description: 1 folder

Conferences and Institutes Division - Conferences General - N-O, 1937-1979	box 2	Folder 12A
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Physical Description: 1 folder

Conferences and Institutes Division - Conferences Genera - N-O, 1909-1977	box 2	Folder 12B
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Physical Description: 1 folder

Conferences and Institutes Division - Conference General - P, 1941-1979	Box 3	Folder 1
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Physical Description: 1 folder

Conferences and Institutes Division - Pre Legislative Conferences , 1960-1963	Box 3	Folder 2
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Physical Description: 1 folder

Conferences and Institutes Division - Pre Legislative Conferences , 1964	Box 3	Folder 3
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Physical Description: 1 folder

Conferences and Institutes Division - Pre Legislative Conferences , 1962	Box 3	Folder 4
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Physical Description: 1 folder

Conferences and Institutes Division - Conference General - Q & R, 1951-1979	Box 3	Folder 5
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Physical Description: 1 folder

Conferences and Institutes Division - Conference General - S & T, 1955-1986	Box 3	Folder 6
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Physical Description: 1 folder

Conferences and Institutes Division - Conference General - U, 1965-1975	Box 3	Folder 7
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Physical Description: 1 folder

Conferences and Institutes Division - Conference General - V-W, 1975-1984	Box 3	Folder 8
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Physical Description: 1 folder

Conferences and Institutes Division - Conference General - W, 1971-1983	Box 3	Folder 9
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Physical Description: 1 folder