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Institute In History (University Of Maine) Records

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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

URL: <http://www.library.umaine.edu/speccoll>

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Summary Information

Repository:	Raymond H. Fogler Library University Archives
Creator:	University of Maine. Department of History
Title:	Discontinued Offices & Programs. Institute In History (University Of Maine) Records
ID:	UA RG 0007.007
Date [inclusive]:	1960-1969
Date [bulk]:	1965-1969
Physical Description:	2 boxes
Language of the Material:	English

Preferred Citation

University of Maine. Institute In History Records, UA RG 0007.007, Box No.], [Folder No.], Raymond H. Fogler Library Special Collections Department, University of Maine, Orono, Maine.

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Biographical / Historical

The History Institute was organized by the University of Maine's Department of History and financed by a grant from the U.S. Office of Education under provisions of Title XI of the National Defense Education Act as amended in 1964. The Institute was held at the University of Maine during the summer months of 1966, 1968, and 1969. A mix of faculty taught at the summer institute including from the University of Maine's Department of History. The Institute was for secondary school history teachers who received credit for attendance. Objectives of the Institute included providing the teachers with a conceptual framework and profile of new ideas in the craft. The Institute also provided an opportunity for the teachers to be exposed to the latest in teaching materials which they could then introduce to their classes. Attendees came from across the nation, but predominately from Maine.

The director of the institute was Dr. Ronald F. Banks, assistant professor of history and assistant dean in the College of Arts and Sciences. Banks would later be appointed assistant to University of Maine President Winthrop C. Libby (1968-1973).

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Scope and Contents

The records contain textual information created by the University of Maine Department of History and U.S. Office of Education. The record group contains various information regarding funding support the Institute received from the U.S. Office of Education, including: proposals, forms, supporting material, and correspondence and memorandums from the Office. Also included are administrative records regarding the organization and promotion of the Institute, including: plans, schedules, bibliographies, travel claims, orders for teaching material, reservations, staff lists, lists of participants and mailing lists, press releases, and brochures. Also, included are details of various trips and examples of teaching content.

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Arrangement

Physically the records are grouped by institute year. Some file names were changed to make them more meaningful and to correct errors. Material was rehoused into archival quality storage.

Box numbers have changed:

- 1 Old Box #268 (New Box 1)
- 2 Old Box #269 (New Box 2)

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Administrative Information

Publication Statement

Raymond H. Fogler Library University Archives

5729 Raymond H. Fogler Library
University of Maine
Orono, ME 04469-5729
URL: <http://www.library.umaine.edu/speccoll>

Accruals

Accruals from the Institute are not anticipated because the program has been discontinued.

Conditions Governing Access

Kept at Fogler Library's offsite storage facility. One week's notice required for retrieval. Personal identifiable and legally protected information will be redacted before release.

Conditions Governing Use

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

Appraisal

The processing archivist appraised the records and destroyed duplicate copies of brochures, reports, and forms. Also, material not considered appropriate for permanent retention in Fogler Library's Special Collections were destroyed, including blank forms, correspondence and forms from teachers who ended up not attending the Institute, and confidential evaluations of applicants to the Institute.

Processing Information

Processed by Matthew Revitt, May 2017, Raymond H. Fogler Library Special Collections Department. Processing involved a collection survey and intellectual arrangement into series and the creation of this finding aid. Material was rehoused into appropriate archival folders and the boxes and folders numbered and titled added using information from ArchivesSpace.

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Related Materials

Related Materials

The director of the Institute Dr. Raymond F. Bank's papers are also managed by Raymond H. Fogler Library's Special Collections, SpC MS 0035. However, the collection doesn't appear to have material related to the Institute.

The University of Maine held other NDEA funded institutes which Special Collections has records on including: Institute In Foreign Languages (University Of Maine) Records, UA RG 0007.008.

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Controlled Access Headings

- National defense education act
- High school teachers -- Maine
- Teachers
- Brochures
- Memorandums
- Application forms
- Reports
- Schedules
- Proposals
- Curricula
- Budgets
- Publicity

Collection Inventory

Title/Description	Instances	
NDEA Institute -- American History Grants, 1960-1969 <u>Physical Description</u> : 1 folder 1 <u>Language of the Material</u> : English.	Box 1	Folder 1
NDEA Institute -- Brochures, 1965-1966 <u>Physical Description</u> : 1 folder 1	Box 1	Folder 2

Institute In History (University Of Maine) Records

<u>Language of the Material:</u> English.		
NDEA Institute -- Participant Data, 1966	Box 1	Folder 3
<u>Physical Description:</u> 1 folder 1		
<u>Language of the Material:</u> English.		
NDEA Institute -- Memo Re. Request For Graduate Credit, 1966	Box 1	Folder 4
<u>Physical Description:</u> 1 folder 1		
<u>Language of the Material:</u> English.		
NDEA Institute -- Misc. Staff Memos & Correspondence, 1965-1966	Box 1	Folder 5
<u>Physical Description:</u> 1 folder 1		
<u>Language of the Material:</u> English.		
NDEA Institute -- U.S. Office Of Education Grant & Meeting Information, 1965	Box 1	Folder 6
<u>Physical Description:</u> 1 folder 1		
<u>Language of the Material:</u> English.		
NDEA Institute -- Bath Iron Works Tour, 1966	Box 1	Folder 7
<u>Physical Description:</u> 1 folder 1		
<u>Language of the Material:</u> English.		
NDEA Institute -- Teaching Material - Correspondence , 1966	Box 1	Folder 8
<u>Physical Description:</u> 1 folder 1		
<u>Language of the Material:</u> English.		
NDEA Institute -- Teaching Material - Orders, 1966	Box 1	Folder 9
<u>Physical Description:</u> 1 folder 1		
<u>Language of the Material:</u> English.		
NDEA Institute -- Teaching Material - Pending Orders, 1966	Box 1	Folder 10
<u>Physical Description:</u> 1 folder 1		
<u>Language of the Material:</u> English.		
NDEA Institute -- Teaching Material - Received , 1966	Box 1	Folder 11
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Teaching Material - Received , 1966	Box 1	Folder 12
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Budget, 1966	Box 1	Folder 13
<u>Physical Description:</u> 1 folder		

Institute In History (University Of Maine) Records

Language of the Material: English.

NDEA Institute -- Cost Reimbursement Contract, 1965-1966	Box 1	Folder 14
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Employee Forms, 1965	Box 1	Folder 15
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Attendance Invitations To John Hays Fellows, 1966	Box 1	Folder 16
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Final Technical Report, 1966	Box 1	Folder 17
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Form Letters, 1966	Box 1	Folder 18
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Harvard-Newton Project, 1966	Box 1	Folder 19
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- High School Student Participants, 1966	Box 1	Folder 20
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Journal Mailing List & Letters, 1966	Box 1	Folder 21
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Assignment Sheet, Book Lists & Schedule, 1966	Box 1	Folder 22
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Article Reprint Permissions, 1966	Box 1	Folder 23
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Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Planning Material, 1967	Box 1	Folder 24
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Language of the Material: English.

NDEA Institute -- Proposal To The U.S. Office Of Education, 1967	Box 1	Folder 25
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Institute In History (University Of Maine) Records

<u>Language of the Material:</u> English.		
NDEA Institute -- Financial Information, 1968	Box 1	Folder 26
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Form Letters, 1968	Box 1	Folder 27
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Proposal For Federal Funds, 1968	Box 1	Folder 28
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Publicity, 1968	Box 1	Folder 29
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Required Books List & Readings, 1968	Box 1	Folder 30
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Final Technical Report, 1968	Box 1	Folder 31
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- U.S. Office Of Education Guidelines, 1967	Box 1	Folder 32
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- HY 200 Evaluation Sheets, 1968	Box 1	Folder 33
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Special Lecturers, 1968	Box 1	Folder 34
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Institute Staff, 1968	Box 1	Folder 35
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Student Lesson Plans, 1968	Box 1	Folder 36
<u>Physical Description:</u> 1 folder		
<u>Language of the Material:</u> English.		
NDEA Institute -- Lists Of Text Books, 1968	Box 1	Folder 37

Institute In History (University Of Maine) Records

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Travel Request, 1968	Box 1	Folder 38
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Misc. Guidelines & Reports, 1968	Box 1	Folder 39
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Participants , 1968	Box 1	Folder 40
<u>Language of the Material</u> : English.		
NDEA Institute -- Accomodations, 1969	Box 1	Folder 41
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Bates Manufacturing Company Visit, 1969	Box 1	Folder 42
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Teaching Material - Correspondence , 1969	Box 1	Folder 43
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Brochure, 1969	Box 1	Folder 44
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Budget, 1969	Box 1	Folder 45
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Budget & Expense Statements, 1969	Box 1	Folder 46
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Ledger, 1969	Box 1	Folder 47
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- BHELP Cases, 1969	Box 1	Folder 48
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Class List, 1969	Box 1	Folder 49

Institute In History (University Of Maine) Records

<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institute -- Classrooms, 1969	Box 1	Folder 50
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institute -- Curriculum Materials, 1969	Box 1	Folder 51
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institute -- Video Recording In ETV Studio, 1969	Box 1	Folder 52
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institute -- Evaluation Sheet, 1969	Box 1	Folder 53
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institute -- Director's Report, 1969	Box 1	Folder 54
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institute -- Form Letters, 1969	Box 1	Folder 55
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institution -- Book Companies, 1969	Box 1	Folder 56
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institution -- The Preparation of Proposals For The Experienced Teacher Fellowship Program, 1967-1968	Box 1	Folder 57a
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institution -- The Preparation of Proposals For The Experienced Teacher Fellowship Program, 1967-1968	Box 1	Folder 57b
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institute -- Handbook, 1969	Box 2	Folder 1
<p><u>Physical Description</u>: 1 folder <u>Language of the Material</u>: English.</p>		
NDEA Institute -- HY 200 - Class Schedule & Bibliography, 1969	Box 2	Folder 2
<p><u>Physical Description</u>: 1 folder</p>		

Institute In History (University Of Maine) Records

Language of the Material: English.

NDEA Institute -- HY 201 - Quix, Schedule & Supporting Material, 1969

Box 2

Folder 3

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Housing, 1969

Box 2

Folder 4

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Keyes Fiber Company Visit, 1969

Box 2

Folder 5

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Late Applications, 1969

Box 2

Folder 6

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Late Requests, 1969

Box 2

Folder 7

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Library Books, 1969

Box 2

Folder 8

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Mailing Lists, 1969

Box 2

Folder 9

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Notification Of Grant Award, 1969

Box 2

Folder 10

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Participants, 1969

Box 2

Folder 11

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Plan Of Operation, 1969

Box 2

Folder 12

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Proposal, 1969

Box 2

Folder 13

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Publicity, 1969

Box 2

Folder 14

Institute In History (University Of Maine) Records

Physical Description: 1 folder

Language of the Material: English.

NDEA Institute -- Textbook Orders, 1969	Box 2	Folder 15
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- St. Regis Paper Company Trip, 1969	Box 2	Folder 16
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Staff, 1969	Box 2	Folder 17
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Salaries & Stipends, 1969	Box 2	Folder 18
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Special Media Institute, 1969	Box 2	Folder 19
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Student Cases, 1969	Box 2	Folder 20
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Supplemental Funds, 1969	Box 2	Folder 21
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Textbook List, 1969	Box 2	Folder 22
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- U.S. Office Of Education Communications, 1969	Box 2	Folder 23
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Travel Claims, 1969	Box 2	Folder 24
<u>Physical Description</u> : 1 folder		
<u>Language of the Material</u> : English.		
NDEA Institute -- Applicant Evaluation Sheet, 1969	Box 2	Folder 25
<u>Physical Description</u> : 1 folder		

Language of the Material: English.