

2018

# Graduate School (University of Maine) Records, 1900-1980s

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

Follow this and additional works at: <https://digitalcommons.library.umaine.edu/findingaids>

 Part of the [United States History Commons](#)

---

## Recommended Citation

Special Collections, Raymond H. Fogler Library, University of Maine, "Graduate School (University of Maine) Records, 1900-1980s" (2018). *Finding Aids*. Number 432.  
<https://digitalcommons.library.umaine.edu/findingaids/432>

This Finding Aid is brought to you for free and open access by the Special Collections at DigitalCommons@UMaine. It has been accepted for inclusion in Finding Aids by an authorized administrator of DigitalCommons@UMaine. For more information, please contact Special Collections, Fogler Library, 207-581-1686 or [um.library.spc@maine.edu](mailto:um.library.spc@maine.edu).



ArchivesSpace  
a community served by ✦ LYRASIS

## Graduate School (University Of Maine) Records

---

This finding aid was produced using ArchivesSpace on October 17, 2018.

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>

---

## Table of Contents

---

Summary Information .....	3
Biographical / Historical .....	3
Scope and Contents .....	4
Arrangement .....	4
Administrative Information .....	5
Related Materials .....	6
Controlled Access Headings .....	6
Collection Inventory .....	6
Faculty & Graduate Board Administrative Records .....	6
Graduate Program Review Records .....	9
Subject Records .....	9
Graduate Study Publicity Records .....	10

---

## Summary Information

---

<b>Repository:</b>	Raymond H. Fogler Library University Archives
<b>Creator:</b>	University of Maine. Graduate School
<b>Title:</b>	Academic Affairs. Graduate School (University Of Maine) Records
<b>ID:</b>	UA RG 0006.011
<b>Date [inclusive]:</b>	1900-1980s
<b>Date [bulk]:</b>	1963-1975
<b>Physical Description:</b>	4 boxes
<b>Physical Description:</b>	1 box Half size box
<b>Language of the Material:</b>	English

### Preferred Citation

University of Maine. Graduate School Records Records, UA RG 0006.011, [Box No.], [Folder No.], Raymond H. Fogler Library Special Collections Department, University of Maine, Orono, Maine.

[^ Return to Table of Contents](#)

---

## Biographical / Historical

---

The University of Maine provides a number of different master's and advanced studies programs. The Graduate School has primary responsibility for administering the policies and procedures relating to these graduate studies. Graduate School policy is made by Graduate Faculty, acting through its representative body, the Graduate Board.

From 1900 to 1923 the University of Maine's graduate study program was administered by a Committee on Graduate Study which had appointed by the University Faculty on January 8, 1900. The Committee regulated the granting of advanced degrees. In early 1923, Graduate Studies became its own division with professor of Latin George Davis Chase serving as the first dean. On June 29, 1923, the first meeting of the Faculty of Graduate Study was held. The division was administered by an Executive Committee consisting of the dean and graduate faculty.

In 1938, Chase was succeeded as dean by Roy Peterson who was replaced in 1946 by Edward N. Brush. The majority of the material in this record group was created during the tenure of Franklin P. Eggert who was dean from 1963 to 1975. It was in the later 1960s that the name Graduate School appears to be used for this time.

Eggert was succeeded as dean by Henry O. Hopper who was dean from 1977-1981 and Charles E. Tarr who was first acting and then permanent dean from 1981-1997. Tarr's successor was Scott G. Delcourt.

[^ Return to Table of Contents](#)

---

## Scope and Contents

---

The records contain textual information created and curated by the University of Maine Graduate School.

The record series Faculty & Graduate Board Administrative Records contains copies of meeting minutes, agendas, and reports from the Committee on Graduate Study and its successor Faculty of Graduate Study, and the Graduate Board. There are also copies of Graduate Study policies and regulations, constitution of the Graduate School, reports, and memorandums.

The record group Graduate Program Review Records contains copies of reports detailing the results of reviews of various University of Maine graduate programs.

The record group Subject Records contains copies of reports from the New England Conference On Graduate Education and information on the Open University and history of the University of Maine's Graduate Student Association.

The record group Graduate Study Publicity Records contains various fliers and brochures promoting specific University of Maine graduate programs and events. Also, includes guidance for new and prospective graduate students.

[^ Return to Table of Contents](#)

---

## Arrangement

---

The Records Group is broken down intellectually into the following record series: 1. Faculty & Graduate Board Administrative Records, 2. Graduate Program Review Records, 3. Subject Records, and 4. Graduate Study Program Records. Physically the boxes are arranged by subject with the meeting minutes secondary arranged by academic year in chronological order. For some academic years there were multiple folders of meeting minutes the content of these folders were merged and duplicate copies destroyed. Some file names and dates were changed to make them more meaningful and to correct errors.

Material was separated and divided into multiple sub-folders where necessary. Material was rehoused into archival quality storage.

**Box numbers have changed:**

- 1 Old Box #282 (New Box #1)
- 2 Old Box #282a & #282b (New Box #2)
- 3 Old Box #282b & #282c (New Box #3)
- 4 Old Box #282d (New Box #4)
- 5 Old Box #283 (New Box #5)

[^ Return to Table of Contents](#)

---

## **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>

### **Appraisal**

The processing archivist appraised the records and destroyed duplicate copies of faculty meeting minutes, fliers, and brochures.

### **Accruals**

Accruals from the Graduate School are anticipated.

### **Processing Information**

Processed by Matthew Revitt, October 2018, 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 still needs to be rehoused into appropriate archival folders and the boxes and folders numbered and titled using information from ArchivesSpace.

### **Conditions Governing Access**

Kept at Fogler Library's offsite storage facility. One week's notice required for retrieval.

## Conditions Governing Use

Information on literary rights available in the repository.

[^ Return to Table of Contents](#)

---

## Related Materials

---

### Related Materials

The record group Professor Eggert (Franklin P.) Records, UA RG 0011.008 contains material from when he was dean of the Graduate School. There are also records regarding the Graduate School in the record groups Office of the President, UA RG 0003 and Pease (William H. and Jane H.) Records, UA RG 0011.009.

[^ Return to Table of Contents](#)

---

## Controlled Access Headings

---

- Minutes
- Agendas
- Reports
- Circulars (Fliers)
- Brochures
- Memorandums
- Correspondence
- Constitutions
- Policy
- Teaching
- University of Maine -- Graduate work
- Universities and colleges -- Graduate work

---

## Collection Inventory

---

### Faculty & Graduate Board Administrative Records, 1900-1979

Physical Description: 3 boxes

Graduate School (University Of Maine) Records

<u>Physical Description</u> : 1 folder		
<b>Title/Description</b>	<b>Instances</b>	
Graduate School -- Committee On Graduate Study - Meeting Minutes, 1900-1923 <u>Physical Description</u> : 1 ledger	Box 1	Ledger 1
Graduate School -- Graduate Study - Meeting Minutes, 1917-1938 <u>Physical Description</u> : 1 folder	Box 1	Ledger 2
Graduate School -- Graduate Faculty - Meeting Minutes, 1923-1959	Box 1	Ledger 3
Graduate School -- Graduate Faculty - Meeting Minutes, 1960-1967	Box 1	Ledger 4
Graduate School -- Graduate Faculty - Meeting Minutes , Academic Year 1967-1968 <u>Physical Description</u> : 1 folder	Box 1	Folder 1
Graduate School -- Graduate Faculty - Meeting Minutes , Academic Year 1968-1969 <u>Physical Description</u> : 1 folder	Box 1	Folder 2
Graduate School -- Graduate Faculty - Policies & Regulations, 1966	Box 1	Folder 3
Graduate School -- Graduate Faculty - Policies & Regulations, 1968 <u>Physical Description</u> : 1 folder	Box 1	Folder 4
Graduate School -- Graduate Faculty - Review Of Admissions & Enrollment, 1962-1967 <u>Physical Description</u> : 1 folder	Box 1	Folder 5
Graduate School -- Constitution, 1971 <u>Physical Description</u> : 1 folder	Box 1	Folder 6
Graduate School -- Constitution, 1976 <u>Physical Description</u> : 1 folder	Box 1	Folder 7
Graduate School -- Graduate Board & Faculty - Meeting Minutes , Academic Year 1969-1970 <u>Physical Description</u> : 1 folder	Box 2	Folder 1
Graduate School -- Graduate Board & Faculty - Meeting Minutes , Academic Year 1970-1971 <u>Physical Description</u> : 1 folder	Box 2	Folder 2a
Graduate School -- Graduate Board & Faculty - Meeting Minutes , Academic Year 1970-1971	Box 2	Folder 2b
Graduate School -- Graduate Board - Meeting Minutes, Academic Year 1971-1972	Box 2	Folder 3



Graduate School (University Of Maine) Records

Graduate School -- Graduate Board - Meeting Minutes, Academic Year 1972-1973	Box 2	Folder 4a
Graduate School -- Graduate Board - Meeting Minutes, Academic Year 1972-1973	Box 2	Folder 4b
Graduate School -- Graduate Board - Meeting Minutes, Academic Year 1973-1974	Box 2	Folder 5
Graduate School -- Graduate Board - Meeting Minutes, Academic Year 1974-1975 <u>Physical Description:</u> 1 folder	Box 3	Folder 1
Graduate School -- Graduate Board - Meeting Minutes, Academic Year 1975-1976	Box 3	Folder 2
Graduate School -- Graduate Board - Meeting Minutes, Academic Year 1976-1977 <u>Physical Description:</u> 1 folder	Box 3	Folder 3
Graduate School -- Graduate Board - Meeting Minutes, Academic Year 1977-1978 <u>Physical Description:</u> 1 folder	Box 3	Folder 4
Graduate School -- Graduate Board & Faculty Meeting Minutes, Academic Year 1978-1979	Box 3	Folder 5
Graduate School -- Faculty Memorandums , 1977-1979	Box 3	Folder 6
Graduate School -- Graduate Board - Memorandums, Correspondence & Reports, 1970-1972	Box 3	Folder 7
Graduate School -- Faculty Executive Committee - Meeting Minutes, 1923-1962	Box 3	Ledger 1
Graduate School -- Faculty Executive Committee - Meeting Minutes, 1963-1966	Box 3	Ledger 2
Graduate School -- Faculty Executive Committee - Meeting Minutes, Academic Year 1969-1970	Box 3	Folder 8
Graduate School -- Faculty Executive Committee - Meeting Minutes, Academic Year 1970-1971	Box 3	Folder 9
Graduate School -- Faculty Executive Committee - Meeting Minutes, Academic Year 1971-1972	Box 3	Folder 10
Graduate School -- Faculty Executive Committee - Meeting Minutes, Academic Year 1972-1973	Box 3	Folder 11
Graduate School -- Faculty Executive Committee - Meeting Minutes, Academic Year 1973-1974	Box 3	Folder 12
Graduate School -- Faculty Executive Committee - Meeting Minutes, Academic Year 1974-1975	Box 3	Folder 13
Graduate School -- Reports From Dean F.P. Eggert, 1964-1969	Box 5	Folder 22

Physical Description: 1 folder

[^ Return to Table of Contents](#)

## Graduate Program Review Records, 1968-1969

Physical Description: 8 Folders

Title/Description	Instances	
Graduate School -- Review Of Graduate Programs - Chemistry Through Foreign Languages & Classics, May 1968 <u>Physical Description</u> : 1 folder	Box 4	Folder 1
Graduate School -- Review Of Graduate Programs - Agricultural Engineering Through Chemical Engineering, May 1968 <u>Physical Description</u> : 1 folder	Box 4	Folder 2
Graduate School -- Review Of Graduate Programs - Plant & Soil Sciences Through Zoology, May 1968 <u>Physical Description</u> : 1 folder	Box 4	Folder 3
Graduate School -- Review Of Graduate Programs - Forest Resources Through Physics, May 1968 <u>Physical Description</u> : 1 folder	Box 4	Folder 4
Graduate School -- Review Of Graduate Programs - Agricultural Engineering Through Chemistry, November 1969 <u>Physical Description</u> : 1 folder	Box 4	Folder 5
Graduate School -- Review Of Graduate Programs - Civil Engineering Through Home Economics, November 1969 <u>Physical Description</u> : 1 folder	Box 4	Folder 6
Graduate School -- Review Of Graduate Programs - Library Service Through Physics, November 1969 <u>Physical Description</u> : 1 folder	Box 4	Folder 7
Graduate School -- Review Of Graduate Programs - Plant & Soil Sciences Through UMP, Social Services, November 1969 <u>Physical Description</u> : 1 folder	Box 4	Folder 8

[^ Return to Table of Contents](#)

## Subject Records, 1945-1975

Physical Description: 5 Folders

Title/Description	Instances	
Graduate School -- New England Conference On Graduate Education, 1945-1949	Box 4	Folder 9

Graduate School (University Of Maine) Records

Physical Description: 1 folder

Graduate School -- New England Conference On Graduate Education, 1950-1959	Box 4	Folder 10
--	-------	-----------

Physical Description: 1 folder

Graduate School -- New England Conference On Graduate Education, 1970	Box 4	Folder 11
---	-------	-----------

Physical Description: 1 folder

Graduate School -- Open University, 1972-1975	Box 4	Folder 12
---	-------	-----------

Physical Description: 1 folder

Graduate School -- Graduate Student Association , 1946-1977	Box 5	Folder 1
---	-------	----------

Physical Description: 1 folder

[^ Return to Table of Contents](#)

## Graduate Study Publicity Records, 1970s & 1980s?

Physical Description: 20 Folders

Title/Description	Instances	
Graduate School -- Application And Guidelines For New Graduate Students, 1980-1986 <u>Physical Description</u> : 1 folder	Box 5	Folder 2
Graduate School -- Application And Information For Foreign Students, 1970s & 1980s <u>Physical Description</u> : 1 folder	Box 5	Folder 3
Graduate School -- Graduate Center Handouts, 1980s? <u>Physical Description</u> : 1 folder	Box 5	Folder 4
Graduate School -- Graduate Program & Awards, 1978-1980 <u>Physical Description</u> : 1 folder	Box 5	Folder 5
Graduate School -- Graduate Student Opportunities In Residence Halls - Flier <u>Physical Description</u> : 1 folder	Box 5	Folder 6
Graduate School -- Graduate Study In Agricultural And Resource Economics - Flier <u>Physical Description</u> : 1 folder	Box 5	Folder 7
Graduate School -- Graduate Study In Animal Science - Flier <u>Physical Description</u> : 1 folder	Box 5	Folder 8
Graduate School -- Graduate Study In Biochemistry - Flier	Box 5	Folder 9

Graduate School (University Of Maine) Records

<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Programs In Educational Administration - Flier , 1980s	Box 5	Folder 10
<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Study In History - Flier	Box 5	Folder 11
<u>Physical Description:</u> 1 folder		
Graduate School -- Master Of Business Admin. Maine MBA - Flier	Box 5	Folder 12
<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Study In Chemistry - Fliers, 1970s & 1980s?	Box 5	Folder 13
<u>Physical Description:</u> 1 folder		
Graduate School -- Liberal Studies Program - Application & Catalog, 1986-1987	Box 5	Folder 14
<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Study In Physics - Brochures	Box 5	Folder 15
<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Study In Plant And Soil Sciences - Flier	Box 5	Folder 16
<u>Physical Description:</u> 1 folder		
Graduate School -- Master Of Public Administration, 1980s?	Box 5	Folder 17
<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Study In Reading And Language Arts - Brochure	Box 5	Folder 18
<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Study In Special Education - Brochure	Box 5	Folder 19
<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Symposium And Social Events, 1970s & 1980s?	Box 5	Folder 20
<u>Physical Description:</u> 1 folder		
Graduate School -- Graduate Teaching Assistants Handbook, 1979	Box 5	Folder 21
<u>Physical Description:</u> 1 folder		

[^ Return to Table of Contents](#)