

2019

## Deans' Council (University of Maine) Records, 1987-1997

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

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## Deans' Council (University Of Maine) Records

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This finding aid was produced using ArchivesSpace on May 13, 2019.

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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## Table of Contents

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Summary Information .....	3
Biographical / Historical .....	3
Scope and Contents .....	4
Arrangement .....	4
Administrative Information .....	4
Related Materials .....	5
Controlled Access Headings .....	5
Collection Inventory .....	6

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## Summary Information

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<b>Repository:</b>	Raymond H. Fogler Library University Archives
<b>Creator:</b>	University of Maine. Office of the Executive Vice President for Academic Affairs and Provost
<b>Title:</b>	Academic Affairs. Vice President For Academic Affairs. Deans' Council (University Of Maine) Records
<b>ID:</b>	UA RG 0006.006.001
<b>Date [inclusive]:</b>	1987-1997
<b>Physical Description:</b>	1 box
<b>Language of the Material:</b>	English

### Preferred Citation

University of Maine. Deans' Council Records, UA RG 0006.006.001, [Box No.], [Folder No.], Raymond H. Fogler Library Special Collections Department, University of Maine, Orono, Maine.

[^ Return to Table of Contents](#)

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## Biographical / Historical

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The University of Maine Deans' Council was originally organized through the Office of the President, but over time the Vice President for Academic Affairs took over responsibility. Information in the Office of the President records indicates that the Council has been formally meeting at least since 1960.

The Council is made up of the various deans at the University of Maine. The Council's function is to facilitate communication between the provost and deans and among deans, advise the provost, and strategic planning for academic affairs.

[^ Return to Table of Contents](#)

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## Scope and Contents

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The records contains copies of meeting agendas, minutes, supporting material compiled for the University of Maine Deans' Council (1987-1994). There are also memorandums sent to members of the Deans' Council (1987-1997).

[^ Return to Table of Contents](#)

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## Arrangement

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The records are physically arranged in chronological order by year and month of meeting.

[^ Return to Table of Contents](#)

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## Administrative Information

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### 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 of Deans' Council meeting material are anticipated.

### 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.

## Processing Information

Processed in May 2019 by Matthew Revitt, Raymond H. Fogler Library Special Collections Department. Processing involved a collection survey and the creation of this finding aid. The material was reboxed into appropriate archival folders and the boxes and folders numbered and titled using information from ArchivesSpace.

## Immediate Source of Acquisition

Transferred to Library Annex as Accession 2008-0628a. The record appear to be from Elaine Albright, Dean of University of Maine Libraries from 1983-2003.

[^ Return to Table of Contents](#)

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## Related Materials

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### Separated Materials

There are copies of Deans' Council meeting minutes from 1960-1980 in the record group Office of the President Records, UA RG 0003 and from 1973-1986 in the record group Raymond H. Fogler Library Records, UA RG 0006.012.001.

Special Collections also holds digital copies of meeting agendas, minutes, and supporting material from 2013-2014.

[^ Return to Table of Contents](#)

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## Controlled Access Headings

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- Universities and colleges -- Administration
- Agendas
- Minutes
- Memorandums

## Collection Inventory

Title/Description	Instances	
Deans' Council -- Meeting Minutes, 1987 <u>Physical Description:</u> 1 folder	Box 1	Folder 1
Deans' Council -- Meeting Minutes, 1988 <u>Physical Description:</u> 1 folder	Box 1	Folder 2
Deans' Council -- Meeting Minutes, January-August, 1989 <u>Physical Description:</u> 1 folder	Box 1	Folder 3
Deans' Council -- Meeting Minutes, September-December, 1989 <u>Physical Description:</u> 1 folder	Box 1	Folder 4
Deans' Council -- Meeting Minutes, January-April, 1990 <u>Physical Description:</u> 1 folder	Box 1	Folder 5
Deans' Council -- Meeting Minutes, May-August, 1990 <u>Physical Description:</u> 1 folder	Box 1	Folder 6
Deans' Council -- Meeting Minutes, September-December, 1990 <u>Physical Description:</u> 1 folder	Box 1	Folder 7
Deans' Council -- Meeting Minutes, January-June, 1991 <u>Physical Description:</u> 1 folder	Box 1	Folder 8
Deans' Council -- Meeting Minutes, July-December, 1991 <u>Physical Description:</u> 1 folder	Box 1	Folder 9
Deans' Council -- Meeting Minutes, January-August. 1992 <u>Physical Description:</u> 1 folder	Box 1	Folder 10
Deans' Council -- Meeting Minutes, September-December, 1992 <u>Physical Description:</u> 1 folder	Box 1	Folder 11
Deans' Council -- Meeting Minutes, 1993 <u>Physical Description:</u> 1 folder	Box 1	Folder 12
Deans' Council -- Meeting Minutes, 1994 <u>Physical Description:</u> 1 folder	Box 1	Folder 13
Deans' Council -- Memos , 1995 <u>Physical Description:</u> 1 folder	Box 1	Folder 14
Deans' Council -- Memo Re. Annual Reports, 1997	Box 1	Folder 12

Physical Description: 1 folder