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General files and correspondence: Correspondence (A3-H-c) contents

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Vice Chancellor for Academic Affairs and Dean (A3)

The position of Vice-Chancellor for Academic Affairs did not exist early on. Rodney Briggs upon the founding of UMM was the campus' chief executive officer, and he also performed the functions of the academic dean. According to the catalog for the 1961-62 year there was an Administrative Committee in place, and the Committee members, it would seem, collectively performed roles later formally assigned to the Dean. When Briggs resigned in 1969 John Q. Imholte assumed the position of "Academic Dean and Acting Provost." Two years later Gordon Bopp was named "Academic Dean." Bopp remained in that role until the 1979-81 academic year at which time Elizabeth (Bettina) Blake was named to replace Bopp. Blake resigned in 1995 and was replaced by Samuel Schuman. Meanwhile, the title changed in the 1987-1989 academic year, and the office was renamed "Vice Chancellor of Academic Affairs and Dean." When Schuman became acting Chancellor in 1998 he appointed a series of so-called "Baby Deans" to administer the functions of that office. John Schwaller was then named Dean in 2002, and he was succeeded by Judith Kuechle on an interim basis in 2006 and Roland Guyotte in 2007. Cheryl Contant followed Guyotte in 2008.

General files and Correspondence (A3-H)

Originally, these materials were organized as a distinct series within the Vice-Chancellor for Academic Affairs record group and categorized as "Miscellaneous." Because of the volume of materials and the range of topics covered, these records were further divided in 2010-11 into a number of different sub-series: Academic, Administrative, Correspondence, Miscellaneous, North Central Association, People, Students, Teaching and Employment. The Record Series was also renamed, "General Files and Correspondence." See the abstracts for the various sub-series for more detailed descriptions.

Correspondence (A3-H-c)

This record sub-series consists mainly of materials from the deanships of Gordon Bopp and Bettina (Elizabeth S.) Blake. The correspondence and memoranda included here represent individuals from the campus community, from the city of Morris and surrounding community, from the larger University of Minnesota system and from various persons both within and outside the academy. Correspondence--both letters and memoranda--are heavily represented, but a wealth of supporting and related materials are also included. These, in turn, include meeting agendas and minutes, reports, handwritten notes, brochures and pamphlets, news clippings and magazine copies/reprints. Folders are, for the most part, separated by date, and inter- and intra-campus records are filed separately. These materials yield an interesting picture of the day-to-day business of the dean and of the demands of the position. Of special interest are materials on accreditation from the NCATE (National Council for the Accreditation of Teacher Education (Box 12)). Themes that run through the files include: enrollment issues, faculty and administrative searches, social and professional activities, legislative relations, self-studies and reports, institutional planning, faculty affairs, civil service, functions and awards, university libraries, facilities, student evaluation of faculty, inquiries concerning faculty and administrative positions, institutional research and data, to name a few.

Correspondents: Gordon Bopp, John Q. Imholte, Bert Ahern (acting dean ca. 1978), Edward LaFave, Elizabeth S. Blake

Container List

Box 1

Correspondence – Intercampus 1972-73

Correspondence – Miscellaneous INTRA-campus 1974-75, 75-76, 76-77, 77-78, 78-79, 79-80, 80-81, 81-82, 82-83, 83-84, 85-86, 86-87, 88-89 (2 Files for each 74-84 and 88-89)

Box 2

Correspondence – Miscellaneous Off-Campus 1972-73, 73-74, 74-75, 75-76, 76-77, 77-78, 78-79, 79-80, 80-81, 81-82, 82-83