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General files and correspondence: Administrative (A3-H-b) 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.

Administrative (A3-H-b)

Some of this record series' earliest materials--agendas, brochures, correspondence, memoranda, minutes, newspapers (including clippings), handwritten notes--date from the 1960s. However, most of the records are from Bettina (Elizabeth) Blake's tenure as academic dean. The sub-series does include some earlier materials from Gordon Bopp's administration, and of interest here are records having to do with the Morris Chamber of Commerce. Other files from the earlier period involve civil service issues and non-unionized employees. The series also includes Bopp's personal calendars. Of note from Samuel Schuman's tenure are records from the Chancellor's Advisory Council. Other materials of importance include: a small file containing a working paper proposing a conduct code for students in 1971; "Breakfast with the Deans" files, many containing handwritten notes of Dean Blake and dating mainly from the 1980s (these were regular breakfast meetings of the various deans from within the University system); records from CERP (Continuing Education and Regional Programs), including memoranda and correspondence between the dean and Roger McCannon; records from the Northwest Area Foundation and its "Faculty Vitality Project;" a handful of "Dean's Convocation" files; two folders of materials from the "Eagle Lake Pollution Abatement Project," an early attempt to engage in regional environmental planning; a short list of "Executive Committee" files from the late 1980s; a number of files documenting library issues and concerns from 1969 to 1980; and finally the folder marked "Document Reviews for the Morris Campus Planning Committee"

(containing annotated materials from the 1960s and which anticipated the future growth and change to programs and infrastructure).

Correspondents: Bettina Blake, Gordon Bopp, C. F. Farrell, Karla Klinger, Roger McCannon, Samuel Schuman

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AAC – (Association of American Colleges) Washington, D.C., January 1989

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Chancellor's Advisory Council (CAC) October 25, 1996

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