

Guide to the Reuben A. Holden, Secretary of Yale University, Records

RU 19



compiled by Daniel Hartwig

December 1984

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Collection Overview

REPOSITORY: Manuscripts and Archives
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CALL NUMBER: RU 19

CREATOR: Yale University. Office of the Secretary

TITLE: Reuben A. Holden, secretary of Yale University, records

DATES: 1901-1972

PHYSICAL DESCRIPTION: 145.25 linear feet

LANGUAGE: English

SUMMARY: The records primarily document the ongoing functions of the Yale secretary's office, 1953-1971, during Reuben A. Holden's tenure as secretary. Series III includes the materials most closely associated with these functions, such as comprehensive files of annual and special reports, as well as documentation on Yale commencement ceremonies, honorary degree recipients, lectureships, prizes and scholarships, the university council committee, buildings dedication and use, and special events at Yale or in conjunction with New Haven, Connecticut. Series II more generally consists of materials on alumni activities, the Yale Corporation, academic departments, professional schools, Yale institutes, and various standing and ad hoc committees and councils. Series II also includes general alphabetical correspondence files. The records included in Series I document Holden's years as assistant to the president and associate secretary during 1947-1953, especially his involvement with alumni relations.

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Key to the container abbreviations used in the PDF finding aid:

b. box
f. folder

Administrative Information

Conditions Governing Access

Access to the records is partially restricted. See Collection Contents for details.

Some records in this finding aid have been redacted, as they include student names, donor names, and other restricted data. These records will not appear in the published finding aid.

Preferred Citation

Reuben A. Holden, Secretary of Yale University, Records (RU 19). Manuscripts and Archives, Yale University Library.

Scope and Contents

The records primarily document the ongoing functions of the Yale secretary's office, 1953-1971, during Reuben A. Holden's tenure as secretary. Series III includes the materials most closely associated with these functions, such as comprehensive files of annual and special reports, as well as documentation on Yale commencement ceremonies, honorary degree recipients, lectureships, prizes and scholarships, the university council committee, buildings dedication and use, and special events at Yale or in conjunction with New Haven, Connecticut. Series II more generally consists of materials on alumni activities, the Yale Corporation, academic departments, professional schools, Yale institutes, and various standing and ad hoc committees and councils. Series II also includes general alphabetical correspondence files. The records included in Series I document Holden's years as assistant to the president and associate secretary during 1947-1953, especially his involvement with alumni relations.

General note

Forms part of Yale Record Group 4-A (YRG 4-A), Records of the Yale secretary's office.

Arrangement

The records are arranged as follows: I. Assistant to the President and Associate Secretary: Subject-Correspondence File, 1931-1972. II. University Secretary: General Correspondence and Subject File, 1901-1972. III. University Secretary: Subject File, 1929-1971. IV. General Correspondence and Subject File, 1911-1971.

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b. 199, f. 353	News releases, press material
b. 199, f. 354	Programs
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b. 200, f. 356	Sample letters, tickets
b. 200, f. 357	Special luncheon, platform (Ingalls Rink and Old Campus)
b. 200, f. 358	Stage set-ups
b. 200, f. 359	Sterling Library detail

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b. 200, f. 361	Baccalaureate
b. 200, f. 362	Citations
b. 200, f. 363	Class Day

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b. 200, f. 364-366	Correspondence, memoranda
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b. 201, f. 368-369	Procedure
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b. 201, f. 372	Special letters, Masters, Deans
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b. 201, f. 378	Dorr, Harry B.
b. 201, f. 379	Letters to Deans, officers, Masters
b. 202, f. 380	Luncheon
b. 202, f. 381	Pictures
b. 202, f. 382	Programs
b. 202, f. 383	Requisitions
b. 202, f. 384	Service Bureau and orders
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1965

b. 202, f. 386-387	Correspondence, memoranda
b. 202, f. 388	Class Day
b. 202, f. 389	Diploma orders
b. 202, f. 390	Luncheon
b. 203, f. 391	Programs
b. 203, f. 392	Samples of printed matter
b. 203, f. 393	Special letters
b. 203, f. 394	Student Marshalls

1966

b. 203, f. 395-397	Correspondence, memoranda
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b. 203, f. 398	Luncheon
b. 203, f. 399	Miscellaneous: seating plans, honorary degree list, programs
b. 203, f. 400	Programs
b. 203, f. 401	Requisitions, orders
b. 204, f. 402	Samples, printed material
b. 204, f. 403	Student Marshalls
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b. 204, f. 404	Art & Architecture, School of
b. 204, f. 405-406	Correspondence, memoranda
b. 204, f. 407-411	Degrees
b. 204, f. 412	Divinity School
b. 204, f. 413	Dorr, Harry B.
b. 204, f. 414	Drama School
b. 204, f. 415	Engineering, Forestry: School of
b. 204, f. 416	Graduate School
b. 204, f. 417-418	Honorary degrees
b. 204, f. 419	Law School
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b. 205, f. 424	Procession, programs
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b. 205, f. 426	Requisitions
b. 205, f. 427	University Council>
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b. 205, f. 428	Calendar, memoranda
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b. 206, f. 430	Correspondence, memoranda
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b. 206, f. 432	Programs	
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b. 206, f. 433	Class Day	
b. 206, f. 434	Correspondence, memoranda	
b. 206, f. 435	Miscellaneous, correspondence, procedure, programs	
b. 206, f. 436	Procedure, memoranda	
b. 206, f. 437	Programs	
b. 207, f. 438-444	Crank file	1953-1966
b. 208, f. 445-448	Crank file	1967
b. 208, f. 448-A	Cross, Wilbur, Medal	1966-1971
b. 209, f. 449	Degrees: correspondence	1966-1968
b. 209, f. 450-452	Duplicate diplomas	1965-1967
	Henry Fellowships	
b. 209, f. 453-455	1948-1952	1948-1952
b. 210, f. 456-459	1956-1957	1956-1957
b. 210, f. 460-466	1956-1966	1956-1966
b. 211, f. 467-472	1957-1959	1957-1959
b. 212, f. 473-476	information for directory	1959
b. 212, f. 477	questionnaires: Harvard	1959
	Honorary Degrees	
b. 213, f. 478-481	A-W	1953-1954
b. 213, f. 482-483	A-H	1955
b. 214, f. 484-485	I-W	1955
b. 214, f. 486-490	A-R	1956
b. 215, f. 491	S-W	1956
b. 215, f. 492	Miscellaneous	1956
b. 215, f. 493-495	A-W	1957
b. 215, f. 496	Miscellaneous	1957
b. 215, f. 497	A-E	1958

Honorary Degrees (continued)

b. 216, f. 498-499	F-W	1958
b. 216, f. 500-501	Miscellaneous	1958
b. 216, f. 502-503	A-W	1959
b. 216, f. 504-505	Miscellaneous	1959
b. 217, f. 506-508	A-W	1960
b. 217, f. 509-511	Miscellaneous	1960
b. 217, f. 512	A-D	1961
b. 217, f. 513	E-N	1961
b. 218, f. 514	O-W	1961
b. 218, f. 515	Miscellaneous	1961
b. 218, f. 516-517	A-W	1962
b. 218, f. 518-520	Miscellaneous	1962
b. 219, f. 521-523	A-W	1963
b. 219, f. 524-526	Miscellaneous	1963
b. 220, f. 527-529	A-W	1964
b. 220, f. 530-531	Correspondence	1964
b. 220, f. 532	Miscellaneous	1964
b. 220, f. 533	A-L	1965
b. 221, f. 534	M-W	1965
b. 221, f. 535-536	Correspondence	1965
b. 221, f. 537-538	Miscellaneous	1965
b. 221, f. 539-540	A-M	1966
b. 222, f. 541-542	N-Y	1966
b. 222, f. 543	Correspondence	1966
b. 222, f. 544	Miscellaneous	1966
b. 222, f. 545-546	A-W	1967
b. 222, f. 547	Awards: past	1967
b. 223, f. 548	Correspondence	1967
b. 223, f. 549-550	Miscellaneous	1967
b. 223, f. 551-555	A-Y	1968

Honorary Degrees (continued)

b. 223A, f. 556-559	Miscellaneous	1968-1971
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Inaugurations

b. 224, f. 560-565	Griswold, Alfred W.	1950
b. 224, f. 566-569	Brewster, Kingman, Jr.	1964
b. 225, f. 570-577	Brewster, Kingman, Jr.	1964
b. 226, f. 578-587	Brewster, Kingman, Jr.	1964
b. 227, f. 591-597	Inaugurations (old): Convocations, Dedications	1899-1953

Invitations for Yale Representation

b. 228, f. 598-601	A-Z	1953-1954
b. 228, f. 602-604	A-R	1954-1955
b. 229, f. 605	S-Z	1954-1955
b. 229, f. 606-609	A-Z	1955-1956
b. 230, f. 610-613	A-Z	1957-1958
b. 230, f. 614-615	A-G	1957-1958
b. 230A, f. 616-619	H-Z	1957-1958
b. 230A, f. 620-621	A-C	1958-1959
b. 231, f. 622-625	D-R	1958-1959
b. 232, f. 626-627	S-Z	1958-1959
b. 232, f. 628-629	A-G	1956-1960
b. 233, f. 630-632	H-M	1956-1960
b. 233, f. 633-634	N-Z	1959-1960
b. 234, f. 635-638	N-Z	1959-1960
b. 234, f. 639	A-M	1960-1961
b. 235, f. 640-644	A-M	1960-1961
b. 236, f. 645-647	N-Z	1960-1961
b. 237, f. 648-652	A-M	1961-1962
b. 238, f. 653-656	N-Z	1961-1962
b. 239, f. 657-661	A-Z	1962-1963

Invitations for Yale Representation (continued)

b. 239, f. 662	Miscellaneous	1962-1963
b. 240, f. 663-667	A-Z	1963-1964
b. 240, f. 668	Miscellaneous	1963-1964
b. 241, f. 669-672	A-N	1964-1965
b. 242, f. 673-674	O-Z	1964-1966
b. 243, f. 675-678	A-R	1965-1966
b. 244, f. 679-680	S-Z	1965-1966
b. 245, f. 681-688	A-N	1966-1967
b. 246, f. 689-693	N-Z	1966-1967
b. 247, f. 694-695	N-Z	1966-1967
b. 248, f. 696	Japan and Yale	1965
b. 248, f. 697	Japan and Yale	1967-1968
Lectures		
b. 249, f. 698-706	General	1952-1966
b. 250, f. 707-712	Bergen	1953-1963
b. 250, f. 713	Bromley	1955-1965
b. 250, f. 714-715	Chubb Fellowship	1954-1965
b. 250, f. 716	Embree	1951-1956
b. 250, f. 717	Gooch	1955-1965
b. 250, f. 718-719	Harvard	1958-1965
b. 250, f. 720	Hendrickson	1960-1963
b. 250, f. 721	Hoyt Fellow	1955-1965
b. 251, f. 722-723	Hume, Edward H.	1957-1965
b. 251, f. 724	Lamont	1954-1965
b. 251, f. 725-730	Lectureships and visitors	1952-1961
b. 251, f. 731	Political Science Conference	1955
b. 252, f. 732	Ray, Isaac	1953
b. 253, f. 733	Records	1957-1963
b. 253, f. 734-747	Silliman	1929-1966
b. 253, f. 748-755	Terry	1953-1966

Lectures (continued)

b. 253, f. 756	Thomas, Ralph Hill	1956-1965
b. 253, f. 757	Trends in science	1955-1961
b. 254, f. 758-767	Trumbull	1953-1966
b. 254, f. 768-772	University	1965-1966
b. 255, f. 773-778b. 256, f. 779-784	Woodward	1953-1966
b. 257, f. 785-789	Library bookplates	undated
May Day Week-End		1970
b. 258, f. 790-795	Correspondence	
b. 258, f. 796-797	Broadsides	
b. 258, f. 798	Burns: fair trial for a black man	
b. 259, f. 799	Faculty alumni support	
b. 259, f. 800-801	Film project	
b. 259, f. 802	Information packet	
b. 259, f. 803-804	Law School memoranda	
b. 259, f. 805	Letters to the Corporation	
b. 259, f. 806	Miscellaneous documents	
b. 259, f. 807	Miscellaneous newspaper duplicates	
b. 259, f. 808	Operation watchdog	
b. 260, f. 809-811	Outside press	
b. 260, f. 812	President Brewster's statements	
b. 260, f. 813	Strike: newspaper duplicates	
b. 260, f. 814	University Preparations and Plans	
b. 260, f. 815	Yale Daily News duplicates	
b. 261, f. 816-818	Yale publications	
Prizes, Scholarships [extinct]		
b. 262, f. 819	Administrative Science	1971
b. 262, f. 820	Art and Architecture, School of	1953-1958
b. 262, f. 821	Barnes, John Hampton	1957
b. 262, f. 822	Carnegie-Yale	1958

Prizes, Scholarships [extinct] (continued)

b. 262, f. 826	Dante	1955
b. 262, f. 827	Engineering School	1954-1966
b. 262, f. 828-831	German	1957-1963
b. 263, f. 832-833	Green, C.W. Douglass	1966-1968
b. 263, f. 834	Letters on prizes	1969
b. 263, f. 835	Metcalf	1965
b. 263, f. 836	Miscellaneous material	1950-1966
b. 263, f. 837	Mitchell, Sidney Knox	1961-1966
b. 263, f. 838	New York Yale Club	1952-1966
b. 263, f. 839	Overbrook	1960-1968
b. 263, f. 840	Plimpton, Chester Harding	1953-1966
b. 263, f. 842	Scherrill, Henry Knox	1960-1968
b. 263, f. 843	Von Humboldt, Alexander	1960-1962
b. 263, f. 844	Webb, Gertie Emily Gorman	1952
b. 263, f. 845-846	Yale-Heidelberg	1952-1959
Reserve Officer Training Corps [ROTC]		
b. 264, f. 847-853	Advisory panel	1969-1971
b. 265, f. 854-855	Advisory panel	1969-1971
b. 265, f. 856	American Universities Survey, The Association of	1970
b. 265, f. 857-861	Army	1968-1970
b. 266, f. 862	Army and Navy	1970-1971
b. 266, f. 863	Brewster, President: special report of alumni	1969
b. 266, f. 864-867	Meetings	1966-1969
b. 267, f. 868-871	Miscellaneous	1969
b. 268, f. 872	National Guard Plan	undated
b. 268, f. 873	Naval Science, Department of	1968-1969
b. 268, f. 874	Navy	1969-1970
b. 268, f. 875	Navy agreement	1969
b. 268, f. 876	New Senior Program	1969
b. 268, f. 877-878	<i>Officer Education Study</i> Vol. II	1966

Reserve Officer Training Corps [ROTC] (continued)

b. 269, f. 879	Pamphlets, clippings	1969
b. 269, f. 880	World War II training	1941-1942
Russian Exchange		
b. 269, f. 881-882	Correspondence	1959-1963
b. 269, f. 883	Heidelberg affiliation	1953-1955
b. 269, f. 884-885	Newspaper clippings on Russian education	1957-1961
b. 269, f. 886	Post-doctoral studies and correspondence	1959-1963
b. 270, f. 887-895	Senior Class Day	1959-1970
b. 270, f. 896-897	Services of remembrance	1950-1967
Special Events		
b. 272, f. 903	Angell: 100th birthday	1969
b. 272, f. 904	Barghoorn incident	1963
b. 272, f. 905	Becton Center: dedication	1970
b. 272, f. 906	Becton cornerstone	1968
b. 272, f. 907	Becton Laboratory	1969-1970
b. 272, f. 908	Blair, Edwin Foster dinner	1970
b. 272, f. 909	Breit symposium	1968
b. 272, f. 910	Brewster, Kingman, Jr.: election as president	1963
b. 272, f. 911	Brewster, Kingman, Jr.: fifth anniversary	1968
b. 272, f. 912	Carillon dedication	1966
b. 272, f. 913	Chase, Betsy reception	1970
b. 273, f. 914	Dante's birth: 700th anniversary	1965-1966
b. 273, f. 915	DeVane bust unveiling	1968
b. 273, f. 916	DeVane memorial service	1965
b. 273, f. 917	Devane: Phi Beta Kappa banquet in honor of	1966
b. 273, f. 918	Drama School 40th anniversary	1965-1966
b. 273, f. 919	Eisenhower memorial service	1969
b. 273, f. 920-921	Ezra Stiles and Morse College dedication	1962
b. 274, f. 922	Fisher, Irving Centennial	1967
b. 274, f. 923	Golf course: watering system	1968

Special Events (continued)

b. 274, f. 924	Graduate and professional schools assembly	1953-1954
b. 274, f. 925	Griswold, A. Whitney	1963
b. 274, f. 926	Griswold plaque	1968
b. 274, f. 927-928	Harvard ceremony for President Pusey	1954
b. 274, f. 929	Harvard weekend thank-you letters	1954
b. 274, f. 930	Hunter Radiation Center: addition	1965-1966
b. 274, f. 931	King, Martin Luther death	1968
b. 274, f. 932	Kiphuth memorial	1968
b. 274, f. 933	Kline Biology Tower: dedication	1966
b. 275, f. 934	Laboratory of Clinical Investigation: dedication	1965
b. 275, f. 935	Medical Library plaque unveiling	1969
b. 275, f. 936	Memorial service for eight students	1962
b. 275, f. 937	Mental Health, Connecticut, dedication	1966
b. 275, f. 938	Morse and Ezra Stiles: new residential colleges	1962-1963
b. 275, f. 939	Music Centennial	1954-1955
b. 275, f. 940	Music School: 75th anniversary	1969-1970
b. 275, f. 941	National Historic Landmarks	1967
b. 275, f. 942	New Haven Symphony: 75th anniversary	1969
b. 275, f. 943	Nuclear Structure Laboratory dedication	1966
b. 275, f. 944	Obookiah ceremony	1968
b. 275, f. 945	Ore, Oystein Symposium	1968
b. 276, f. 946-947	Peabody Museum Centennial	1966
b. 276, f. 948	Pediatric facility on Hunter 4 dedication	1966
b. 276, f. 949	Pharmacology dedication	1967
b. 276, f. 950	Phelps Hall	1967
b. 276, f. 951	Phi Beta Kappa dinner	1968
b. 276, f. 952	Sizer memorial service	1967
b. 276, f. 953	Stagg, A.A.: 100th birthday	1962
b. 276, f. 954	Students for a Democratic Society	1969
b. 277, f. 955	Trumbull Stamp ceremony	1968

Special Events (continued)

b. 277, f. 956	Wallace incident	1963
b. 277, f. 957	Webster, Noah: 200th anniversary	1958
b. 277, f. 958	Wetlands Committee Inc.	1968-1969
b. 277, f. 959	Wittstein, Eddie: presentation	1967
b. 277, f. 960	Yale Daily News: memorial edition of the	1965
b. 277, f. 961	Yale in New Haven: 250th anniversary	1966
b. 277, f. 962	Yale Shakespeare Festival	1954
Special Reports		
b. 278, f. 963	Alumni Affairs: Study of the report of the commission	1971
b. 278, f. 964	Audio-Visual Center: memoranda	undated
b. 278, f. 965	Bachelor of Arts: Annual report on the experimental five-year program	1969-1970
b. 278, f. 966	Capital funds for university's libraries	1964
b. 278, f. 967	Class of 1965: profile of	1965
b. 278, f. 968	Committee on Discipline Report of the President's	1968
b. 278, f. 969	"Computers for the Humanities?,"	1965
b. 278, f. 970	Council, Yale University	
b. 278, f. 971	Development Board Convocation: Yale transcript	1970
b. 278, f. 972	Drug Dependent Institute for Training and Research	1970-1971
b. 278, f. 973	Educational planning	[1970-1971?]
b. 278, f. 974	Employment Program Committee: undergraduate	1971
b. 278, f. 975	Engineering education at Yale University	1961
b. 278, f. 976	Film Committee	1965
b. 279, f. 978	Foreign Student Institute	1964
b. 279, f. 979	Foreign students and post doctoral fellows	1970-1971
b. 279, f. 980	Fulbright Scholars, a report on the conference of	1962
b. 279, f. 981	Hall Report, The	1968
b. 279, f. 982	International studies, ten year plan	1960
b. 279, f. 983	Junior Faculty research support proposal	1962
b. 279, f. 984	Junior Science and Humanities Symposium	1967
b. 279, f. 985	Needs of Yale, The Ten year	1966-1967, 1967

Special Reports (continued)

b. 279, f. 986	Nursing Education, Yale and	undated
b. 279, f. 987	Obligations for Yale University, A Bill of	1968
b. 279, f. 988	Ophthalmology: Report of Activity	1968-1970
b. 279, f. 989	Peace Corps: Senior Year Training Program	1964
b. 280, f. 990	President's Special Committee, Summary of Recommendations by	1959
b. 280, f. 991	Sex descrimination at Yale	1971
b. 280, f. 992	Simpson Report on University Administration	1958
b. 280, f. 993	Social Science, Institute of	1970
b. 280, f. 994	Social Studies, Twelfth Yale Conference on the Teachings of	1967
b. 280, f. 995	Steering Committee Report to Faculty	1965
b. 280, f. 996	Sterling Library: Selective Book Retirement Program	undated
b. 280, f. 997	Study of 221 students who dropped out of college and returned	1961-1964
b. 280, f. 998	Summer High School: Yale	1965
b. 280, f. 999	Urban Studies Program	1967
b. 280, f. 1000	Volunteer Services, Office of	1970-1971
b. 280, f. 1001	Women at Yale, Status of	1971
b. 280, f. 1002	Yale and the Schools	undated
	Student Activities	1969
b. 281, f. 1003	Brewster, Kingman, Jr.: statements	
b. 281, f. 1004	Campus fliers	
b. 281, f. 1005	Coalition for a new university	
b. 281, f. 1006	Disturbances	
b. 281, f. 1007	Press coverage	
b. 281, f. 1008	Protests	
b. 281, f. 1009	Statements	
b. 281, f. 1010	Student activism	
b. 281, f. 1011	University general meetings	
	"Town and Gown"	
b. 282, f. 1012-1014	Community based projects	1960-1968

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b. 282, f. 1015-1016	Meetings	1959-1962
b. 282, f. 1017	Police Science and Administration Program	undated
b. 282, f. 1018	"Yale Your Neighbor": Radio Station WELI	1961
b. 282, f. 1019	Youth Welfare, Committee on	1959-1960
University Council Correspondence		
b. 283, f. 1020	Advisory Council	1947
b. 283, f. 1021	Affairs, University Committee on	1947-1948
b. 283, f. 1022	Aldrich, Malcolm P.	1957-1958
b. 283, f. 1023	Altschul, Frank	1955-1959
b. 283, f. 1024	Alumni Organizations: Committee on	1948-1954
b. 283, f. 1025	Ashburn, Frank	1951-1954
b. 283, f. 1026	Brochure	1947
b. 283, f. 1027	Commbe, Reginald G.	1953-1955
b. 283, f. 1028	Cooper, James W.	1958-1959
b. 283, f. 1029-1030	Data and suggestions	1948-1950
b. 284, f. 1031-1033	Development	1946-1951
b. 284, f. 1034	Early	1947-1948
b. 284, f. 1035-1036	Executive Committee	1947-1951
b. 284, f. 1037-1039	Forestry School, Committee on	1947-1955
b. 285, f. 1040	Given, William B., Jr.	1947-1948
b. 285, f. 1041	Humanities, Committee on the	1947-1952
b. 285, f. 1042-1043	Invitations, Listening Posts	1948-1950
b. 285, f. 1044	Members at large	1948-1950
b. 285, f. 1045-1046	Medical Affairs, Committee on	1948-1953
b. 286, f. 1047	Military and Naval Affairs, Committee on	
b. 286, f. 1048-1050	Miscellaneous	1959-1961

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b. 286, f. 1051	Olds, Irving S.	1959-1960
b. 286, f. 1052	Pictures	undated
b. 286, f. 1053	Planning and Developing	1940-1948
b. 286, f. 1054	Publicity	1948
b. 287, f. 1055-1056	Religious Life and Study	1948-1955
b. 287, f. 1057	Robinson, Jucius F., Jr.	1959-1961
b. 287, f. 1058-1059	Sciences, Committee on	1947-1957
b. 287, f. 1060-1061	Social Studies, Committee on	1949-1957
b. 287, f. 1062	Suggestions for the presidency	1947-1950
b. 287, f. 1063	"Yale News" editorial	1948
University Council Meetings		
b. 288, f. 1064	First	1948 February 22
b. 288, f. 1065	Second	1948 May 15
b. 288, f. 1066	Third	1949 November 20
b. 288, f. 1067	Fourth	1949 May 6-7
b. 288, f. 1068	Fifth	1949 October 28
b. 288, f. 1069	Sixth	1950 May 5
b. 288, f. 1070	Seventh	1950 November 3
b. 288, f. 1071	Eighth	1951 May 4
b. 288, f. 1072	Ninth	1951 November 2
b. 288, f. 1073	Tenth	1952 May 16
b. 288, f. 1074	Eleventh	1952 December 5
b. 288, f. 1075	Twelfth	1953 May 15
b. 288, f. 1076	Thirteenth	1953 November 20
b. 288, f. 1077	Fourteenth	1954 May 14

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b. 288, f. 1078	Fifteenth	1954 December 3
b. 289, f. 1079-1983	University Council Reports	1951-1952
b. 290, f. 1084-1987	University Council Reports	1952-1953
b. 291, f. 1088-1096	Ushers	1956-1964
	Visitors	
b. 292, f. 1097	1951-1952	1951-1952
b. 292, f. 1098-1104	A-Z	1953-1955
b. 292, f. 1105	A-C	1955-1956
b. 293, f. 1106-1108	D-Z	1955-1956
b. 293, f. 1109	The nine Russian priests	1956
b. 293, f. 1110-1113	A-Z	1956-1957
b. 294, f. 1114-1118	A-Z	1957-1958
b. 294, f. 1119	A-B	1958-1959
b. 294, f. 1120	Association of Universities of The British Commonwealth	1958
b. 294, f. 1121	Business cards	1958-1959
b. 294, f. 1122	C	1958-1959
b. 295, f. 1123-1131	D-Z	1958-1959
b. 296, f. 1132-1138	A-Z	1959-1960
b. 297, f. 1139-1146	A-Ha	1960-1961
b. 298, f. 1147-1154	Hi-Z	1960-1961
b. 299, f. 1155-1162	A-P	1961-1962
b. 300, f. 1163-1164	Q-Z	1961-1962

Visitors (continued)

b. 300, f. 1165-1170	A-P	1962-1963
b. 301, f. 1171-1174	P-Z	1962-1963
b. 302, f. 1175-1183	Weekly Calendar	1970 September-1971 May
b. 303, f. 1184-1191	World War II: letters of approval from families for memorial tablets	1947-1948
b. 304, f. 1192-1194	Yale, Elihu	1874-1966
b. 304, f. 1195	Yale, Elihu: genealogy	1843
b. 304, f. 1196-1197	Yale, Elihu: Royal and Noble heritage of	undated
b. 304, f. 1198-1199	Yale, Elihu and Madras, India	1961-1968
b. 304, f. 1201-1202	Yale and industry	1959-1965
b. 305, f. 1203-1207	Yale and New Haven	1933-1967
	Yale and Wales	
b. 305, f. 1208	Brewster, Kingman, Jr.	1968
b. 305, f. 1209	British Rail	1968
b. 305, f. 1210	Brown, Bruce	1968
b. 305, f. 1211	Eli International	1968
b. 305, f. 1212	Henning, Basil D.	1968
b. 305, f. 1213	Holden, Reuben A.	1968
b. 305, f. 1214	Maps	1968
b. 305, f. 1215	Miscellaneous	1967-1969
b. 306, f. 1216	Morley-Smith, David	1968
b. 306, f. 1217	Myers, Edward D.	1967-1968
b. 306, f. 1218	Pias Gronow, Wrexham	1968
	Yale and Wales	
b. 306, f. 1219	Poet Laureate	1968
b. 306, f. 1220	Prince of Wales	1968

Yale and Wales (continued)

b. 306, f. 1221	Programs	1968
b. 306, f. 1222	Publicity	1968
b. 306, f. 1223	Publicity duplicates	1968
b. 306, f. 1224	Seton nameplate	1968
b. 306, f. 1225	Travel Guides	1968
b. 306, f. 1226	Trip expenses	1968
b. 306, f. 1227	University of Wales	1968
b. 306, f. 1228	Walker, Patrick	1968
b. 306, f. 1230-1232	Wrexham	1968-1971
b. 306, f. 1233	Wrexham Church	1927-1968
b. 306, f. 1234	Wrexham history	1967-1968
b. 307, f. 1235	Wrexham Town Clerk	1968
b. 307, f. 1236	Yale alumni near Wrexham	1968
b. 307, f. 1237	Yale Band	1968
b. 307, f. 1238	Yale Club of London	1968
b. 307, f. 1239	Yale Club of New Haven	1968
b. 307, f. 1240	Yale Tomb restoration	1968
Yale Manuscripts: Thomas, Herbert		
b. 307, f. 1241	<i>"Earthquake at Yale" and the Berkeley Donations</i>	undated
b. 307, f. 1242-1243	<i>Pioneers in Medicine at Yale</i>	undated
b. 307, f. 1244	<i>Samuel Seabury, Our First American Bishop</i>	undated
b. 307, f. 1245-1248	<i>Yale Men and Landmarks</i>	1967-1970
b. 308, f. 1249-1254	Yale miscellaneous	1948-1965
b. 309, f. 1255-1261	Zeta Psi	1948-1954

Series IV: General Correspondence and Subject File, 1901-1972, bulk 1953-1971

The files in this series (1.75 linear feet) were removed as individual items or as entire folders primarily from series II. The sensitive topics addressed within the documents prevent them from being made available for research with the other administrative files in this record unit. The documents themselves address a variety of topics related to the operations and responsibilities of the Yale Secretary's Office, 1953-1971.

These records are available for research.

Extracts from folders
Restricted until January 1, 2045.

Admissions Office

b. 1, f. 1-3	1963-1967	1963-1967
b. 1, f. 4-5	1969-1971	1969-1971
b. 1, f. 6	Arts and Sciences, programs for the	1961-1962
b. 1, f. 7	Botany Department	1956-1959
b. 1, f. 8-10	Graduate School	1963-1967
b. 1, f. 11	History Department	1963-1968
b. 1, f. 12-14	Institute of Far Eastern Languages	1953-1961
Law School		
b. 1, f. 15	1954-1960	1954-1960
b. 1, f. 16-17	1965-1967	1965-1967
b. 1, f. 18-20	Medical School	1953-1965
Military Science Department		
b. 1, f. 21-22	1955-1962	1955-1962
b. 1, f. 23	1960-1962	1960-1962
b. 1, f. 24	1961-1963	1961-1963
Philosophy Department		
b. 1, f. 25	1951-1963	1951-1963
b. 1, f. 26	1968-1969	1968-1969
b. 1, f. 27	Police, Campus	1965-1970
b. 1, f. 28	Political Science Department	1954-1962
b. 1, f. 29	Provost's office	1953-1963
b. 1, f. 30	Religion Department	1963-1968
b. 1, f. 31	Sociology Department	1953-1960

Extracts from folders (continued)

b. 1, f. 32	Southeast Asia Studies	1964-1969
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Entire folders

Institute of Far Eastern Languages

b. 2, f. 33	1959-1960	1959-1960
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b. 2, f. 34-36	1962-1965	1962-1965
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b. 2, f. 37	Lee case	1961-1962
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b. 2, f. 38	Linguistics Department	1957-1967
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b. 2, f. 39	Professorships	1968
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Treasurer's Office

b. 3, f. 40	1953-1963	1953-1963
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b. 3, f. 41-44	1963-1971	1963-1971
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Selected Search Terms

The following terms have been used to index the description of this collection in the Library's online catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically therein.

Subjects

Commencement ceremonies
Degrees, Academic
Universities and colleges -- Administration

Corporate Bodies

Yale Corporation
Yale University. Office of the Secretary
Yale University -- Administration
Yale University -- Alumni and alumnae
Yale University -- Awards
Yale University -- Buildings
Yale University -- Degrees
Yale University -- Public relations

Contributors

Yale University. Office of the Secretary
Holden, Reuben A. (Reuben Andrus), 1918-