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Finding Aid to the College of Arts, Humanities, and Social Sciences Records

College of Arts, Humanities, and Social Sciences

College of Arts, Humanities, and Social Sciences records, 1920-present

Record Group 11

4.75 linear feet

[History](#)

[Inventory](#)

OVERVIEW

Access: The collection is open under the rules and regulations of the University Archives.

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Links:

[Dean Archibald Ellsworth Minard records, 1919-1949](#)

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[Dean Thomas Riley records, 1995-present](#)

[Communications Department records, 1920s-2004](#)

[Criminal Justice and Political Science Department records, 1975-2005](#)

[English Department records, 1977-2005](#)

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[Health Service Management records, c.1970s](#)

[History Department records, 1919-2006](#)

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[Modern Languages Department records, 1987-1993](#)

[Music Department records, 1911-2004](#)

[Philosophy Department records, 1974](#)

[Physical Education Department records, 1958-1988](#)

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[Theatre Arts Department records, 1950s-1990s](#)

[Visual Arts Department records, 1979-2000](#)

HISTORY

Prior to 1920, the courses that make up the College of Arts, Humanities and Social Sciences were sorted under the heading of Group of Applied Sciences. As reported in the November-December 1919 issue of *College and State*, “Those departments which have heretofore been without group organization, serving as supplementary departments to the other schools, have now been organized into the school of science and literature and Professor A.E. Minard has been appointed chairman of the school.” (p.8)

In 1920, the School of Science and Literature was established with the following departments: biology, English and philosophy, geology and mineralogy, history, mathematics, modern languages, public discussion and social science, and social and economic science. By 1935, the School, as well as all other schools of NDAC, had been replaced by the Division of Applied Arts and Sciences. Departments within this grouping included: botany and plant physiology, education, English and philosophy, geology and mineralogy, history, mathematics, modern languages, pharmacy, public discussion and social service, social and economic sciences, and zoology and physiology.

In 1939, Schools were once again established and the School of Applied Arts and Sciences appeared. Departments within the school were: botany, economics and sociology, education and psychology, English and philosophy, geology and mineralogy, history and political science, mathematics, modern languages, speech, and zoology and physiology. By 1960, the School had changed names to the School of Arts and Sciences, with the following departments: bacteriology, botany, communications, economics, education, English and philosophy, entomology, geography, geology, history, library science, mathematics, modern languages, music, physical education, political science, psychology, related art,

sociology, speech, and zoology. Upon the change of NDAC to NDSU in December of 1960, the School became a College.

Early in 1973, the College consisted of the following majors: art, bacteriology, biological science, botany, economics, business economics, earth science, English, entomology, history, mathematics, computer science, French, German, music, physical education, psychology, science, speech and drama, speech pathology and audiology, social science, sociology, zoology, and medical technology. In March, 1973, the State Board of Higher Education approved a "reorganization of the Colleges of Arts and Sciences and Chemistry and Physics to reduce the disparity in size and complexity." The Colleges of Humanities and Social Sciences and Science and Mathematics are created. The majors in the newly formed College of Humanities and Social Sciences were: art, economics, business economics, English, history, humanities, French, German, music, physical education, political science, speech and drama, speech pathology and audiology, social science, and sociology.

As of the 1996-98 Bulletin, the majors in the College of Humanities and Social Sciences are: art, economics, English, French, German, history, humanities, mass communications, music, political science, social science, sociology, Spanish, speech communications, and theatre arts. In January 1998 the North Dakota Board of Higher Education confirmed the college name change to the College of Arts , Humanities and Social Sciences. "The new name explicitly recognizes the centrality of the three departments of the Division of Fine Arts to the mission of the college." (*AHSS Alumni Newsletter*, 1998) As of September 2003, The North Dakota Board of higher Education, approved name change to: Department of Criminal Justice and Political Science. In addition, a B.S. with a major in Criminal Justice and a B.F.A. in Art was also approved.

As per the web site of the College of Arts, Humanities and Social Sciences (February 2005), the following majors are offered: anthropology, broadcast journalism, broadcast production, criminal justice, criminology/corrections/law enforcement, emergency management, English, French, general communications, German, history, political science, print media, public history, public relations, public service, mass communications, music, natural resource management, religious studies, sociology, Spanish, speech communications, theater arts, and visual arts. In addition the following interdisciplinary programs were available as of 2006: gerontology, humanities, pre-dentistry, pre-law, pre-med, social science and women's studies.

In February 2006, it was announced that five new majors would be offered from the Communications Department in the fall 2006: management communication; journalism, broadcasting and communication technology; health communication; agricultural communication and public relations and advertising.

NOTE: Personnel Files have been shred. As per the current North Dakota State Records Retention Schedule, Faculty Personnel Files (Record Control Number: 600606) and Staff Personnel Files (Record Control Number: 600609) are considered confidential and are to be SHRED 6 years after termination (6 AT). Legal Reference: Exempt per NDCC 44-04-18.1; Legal value per NDCC 28-01-16(5).

INVENTORY

11.1.1 Annual Reports

Annual Report - 1982-83
Annual Report - 1984-85
Annual Report - 1985-86
Annual Report - 1986-87
Annual Report - 1987-88
Annual Report - 1988-89
Annual Report - 1989-90
Annual Report – 1997-1998
Annual Report – 1999-2000
Annual Report – 2001-2002
Annual Report – Summary – 2002-2003
Annual Report – 2004-2005 (2 folders)

11.1.3 Faculty and Staff

11.1.3.1 Faculty Lists

Faculty List – 1969-1970
Faculty List - 1970-1971
Faculty List – 1971-1972
Faculty List – 1973-1974
Faculty List – 1974-1975
Faculty List - 1975-1976
Faculty List - 1976-1977
Faculty List - 1977-1978
Faculty List - 1978-1979
Faculty List - 1979-1980
Faculty List - 1980-1981
Faculty List - 1981-1982
Faculty List - 1982-1983
Faculty List -1983-1984
Faculty & Lecturers List - 1984-1985
Faculty & Lecturers List - 1985-1986
Faculty & Lecturers List - 1986-1987
Faculty & Lecturers List - 1987-1988
Faculty & Lecturers List - 1988-1989
Faculty & Lecturers List - 1989-1990
Faculty, Lecturers & Staff List - 1990-1991
Faculty, Lecturers & Staff List - 1991-1992
Faculty, Lecturers & Staff List - 1992-1993
Faculty, Lecturers & Staff List - 1993-1994
Faculty, Lecturers & Staff List - 1994-1995
Faculty, Lecturers & Staff List - 1995-1996
Faculty, Lecturers & Staff List – 1998-1999
Faculty, Lecturers & Staff List - 1999-2000
Faculty, Lecturers & Staff List - 2000-2001

Faculty, Lecturers & Staff List - 2001-2002
Faculty, Lecturers & Staff List - 2002-2003
Faculty, Lecturers & Staff List – 2003-2004

11.1.3.2 Faculty Handbooks

Faculty Handbook - 1976
Faculty Handbook - 1981
Handbook for Faculty & Lecturers - 1987

11.1.3.3 Faculty Meetings [gaps]

Minutes - 1954-1957
Minutes - 1957-1960
Minutes - 1960-1964
Minutes - 1967-1968
Minutes - 1970-1971
Minutes - 1972-1973
Minutes - 1974
Minutes - 1975-1976
Minutes - 1977-1978
Minutes - 1978-1979
Minutes - 1979-80
Minutes - 1980-81
Minutes - 1981-82
Minutes - 1982-83
Minutes - 1983-84
Minutes - 1984-85
Minutes - 1985-86
Minutes - 1986-87
Minutes - 1987-88
Minutes - 1988-89
Minutes - 1989-90
Minutes - 1990-91
Minutes - 1991-92
Minutes - 1992-93
Minutes - 1993-94
Minutes - 1994-95
Minutes - 1995-96
Minutes - 1996-98
Minutes - 1998-2003
Minutes – 2003-

11.1.3.4 Faculty Advising

A Manual for Arts and Sciences, Registration Advisors – c. Fall 1949
Handbook for Advisors, c. 1966
Career Advising and Placement Guide - College of Arts & Sciences - c.1971

11.1.3.5 Faculty Evaluation

Procedure for Faculty Evaluation - 1975

11.1.4 Honors Day

Program - 1993

Program – 1994

Program – 1999

Program – 2003

Program – 2005

Program – 2012

11.1.5 Special Programs

11.1.5.1 Lyceum of the Liberal Arts

Lyceum of the Liberal Arts (lecture in Regional Studies, Catherine Cater Lecture in the Humanities, lecture in Women's Studies) - program - 1995

Lyceum of the Liberal Arts (lecture in Regional Studies, Catherine Cater Lecture in the Humanities, lecture in Women's Studies, Red River Communication Conference Keynote Lecture) - programs - 1995-96

Lyceum of the Liberal Arts (lecture in Regional Studies, Catherine Cater Lecture in the Humanities, lecture in Women's Studies, Red River Communication Conference Keynote Lecture) - programs - 1996-97, 1997-98, 2002

Lyceum of the Liberal Arts – Catherine Cater Lectures – September 1997, October 1998, March 2001, April 2001

Lyceum of the Liberal Arts – Regional Studies Lecture – January 1998, January 1999, September 2002, October 2003

Lyceum of the Liberal Arts – Women's Studies Lecture – March 1997, 1998, 1999, 2001, 2002, 2003

11.1.5.2 Catherine Cater Humanities Lecture Series

Catherine Cater Humanities Lecture Series- background information – 1986-1987

Catherine Cater Humanities Lecture Series – programs. Clippings - 1988, 1989, 1990, 1991, 1992, 1995

11.1.5.3 Scholars Program

Scholars Program - Fact Sheets - 1975, 1976, 1980, 1987, Brochures 1992, 2 n.d.

11.1.5.4 Red River Conference on World Literature

Red River Conference on World Literature - 1998; 1999; 2001, 2005 (\

11.1.5.5 Concentrated Approach Program (CAP)

Concentrated Approach Program (CAP) – brochure, n.d.; *Cap Chronicles* (newsletters), 1982-1984

11.1.6 Curriculum

New Course Request - Business - 1974-75
New Course Request - English - 1975, 1977
New Course Request - Education - 1974-78
New Course Request - Mass Communication, Speech & Drama - 1975, 1980
New Course Request - Modern Language - 1974-75
New Course Request - Music - 1972, 1975
New Course Request - Physical Education - 1974-75
New Course Request - Political Science - 1975
New Course Request - Sociology/Anthropology - 1975
New Course Requests - 1980-81
New Course Requests - 1981-82
New Course Requests - 1982-83
New Course Requests - 1983-84
New Course Requests - 1984-85
New Course - "A" Agenda - 1984-85
New Course - "A" Agenda - 1985-86
New Course - "A" Agenda - 1986-87
Course Changes - 1976-87
Course Change Requests - 1979-80
Course Change - "B" Agenda - 1980-81
Course Change - "B" Agenda - 1981-82
Course Change - "B" Agenda - 1983-84
Course Change - "B" Agenda - 1984-85
Course Change - "B" Agenda - 1985-86
Course Change - "B" Agenda - 1986-87
Course Drop Request - 1980-81
New/Replacement Course - 1979-80
New/Replacement Course - 1980-81
New/Replacement Course - 1981-82
196, 496, 596 Courses - 1974-75
196, 496, 596 Courses - 1975-76
196, 496, 596 Courses - 1976-77
196, 496, 596 Courses - 1977-78
196, 496, 596 Courses - 1978-79
196, 496, 596 Courses - 1979-80
196, 496, 596 Courses - 1980-81
196, 496, 596 Courses - 1981-82
196, 496, 596 Courses - 1983-84
Temporary Course Request - 1983-84
Temporary Course Request - 1984-85
Temporary Course Request - 1985-86
Temporary Course Request - 1986-87

11.1.7 Recruitment/Public Relations

Recruitment brochures - c.1965, c.1968

Divisions and departmental brochures: Natural sciences, mathematics & computer science,

speech pathology & audiology, speech, teacher education, business economics, social & behavioral sciences, English & modern languages - c.1969
Management Internships, College of Arts and Sciences - brochure - c.1975
Recruitment flyer, brochure – c.1998
Recruitment brochure – May/June, 2001
Recruitment brochure – May 2005

11.1.8 Departmental Chairs

Departmental Chairs - Meeting Minutes - 1976-78; 1983-86, 2000-2004 [gaps]

11.1.15 Personnel Files, 1907-1967

NOTE – FILES REMOVED AND SHRED, as per the NDSU Records Retention Schedule

11.3 Committees, Task Forces, Commissions

- 11.3.1 Academic Affairs Committee - 1996
- 11.3.2 Awards Committee - 1992
- 11.3.3 Computer Center Facilitator - 1985-87
- 11.3.3 Computer Planning & Goals Committee - 1988
- 11.3.4 Coordinating Committee - Career Days - 1988, 1990
- 11.3.5 Curriculum Committee - Memos & Activities - 1975-1986
- 11.3.5 Curriculum Committee - Minutes - 1985-86
- 11.3.5 Curriculum Committee - Minutes - 1986-87
- 11.3.5 Curriculum Committee - Minutes - 1987-88
- 11.3.6 Faculty Affairs Committee - 1988
- 11.3.7 Faculty/Lecturer Recognition Committee - 1995, 1998
- 11.3.8 General Education Committee - 1991
- 11.3.9 Humanities Major Proposal Committee - 1973
- 11.3.10 Options Committee - 1972
- 11.3.11 Policy and Planning Committee - 1975-1990
- 11.3.12 Promotion, Tenure and Evaluation Committee - 1976, 1981-1994, 1996
- 11.3.13 Public Relations Committee - 1987
- 11.3.14 Scheduling & Registration Committee - 1989

11.3.15 Social Committee - 1977

11.3.16 Strategic Plan - 1990

11.7 Publications, College -Wide

Scope & Content

The records include a newsletter (1987, 1990-1992, 1997, 1998-) and a student handbook (1971).

11.7.1 Newsletters

Humanities & Social Sciences Newsletter - Vol. 1, No. 1, Winter 1987 [REMOVED TO OVERSIZED PUBLICATIONS - NDSU COLLEGES]

Reflections - College of Humanities and Social Sciences Newsletter - September, 1990 - November, 1992 [gaps]

HSS Alumni Newsletter - Vol. 1., No. 1, 1997 [REMOVED TO OVERSIZED PUBLICATIONS - NDSU COLLEGES]

AHSS Alumni Newsletter – 1998, 2000, 2001, 2002, 2003, 2004, 2005, 2006 [REMOVED TO OVERSIZED PUBLICATIONS - NDSU COLLEGES]

11.7.2 General

Guide to a Degree – student handbook for College of Arts & Sciences – July 1971

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