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**Finding Aid to the  
Office of Graduate Studies and Research  
Print Materials**

**Office of Graduate Studies and Research**

Office of Graduate Studies and Research Print Materials, 1957-1999

8 linear ft.

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**OVERVIEW**

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**HISTORY**

The Graduate School was formalized July 1, 1954, by the North Dakota Board of Higher Education. Prior to this date, graduate work was administered by a Graduate Council from November 1949 to June 1954, and before that by a Graduate Committee. The first master's (Master of Science) degree was awarded by the institution in 1899 to Merton Field.

To trace the history of the Office of Graduate Studies and Research, NDSU Directories were utilized. Through the *North Dakota State University 1984-85 Directory* the listing is for the Graduate School. As of the *1986-87 Directory* the listing becomes Graduate Studies & Research, with Grants &

Contracts as a sub-category. The *1990-91 Directory* lists only Graduate Studies. For the *1992-1993 Directory*, Graduate Studies & Research, with Research Administration as a sub-category is listed. The current designation begins with the *1994-1995 Directory* which lists Graduate Studies & Research, with the Graduate School and Research Administration as sub-categories.

On April 6, 2006, the North Dakota State Board of Higher Education approved the name change from the Graduate School to the College of Graduate and Interdisciplinary Studies.

## SCOPE AND CONTENT

The series consists of the following categories: [General Information](#) (1972-1989), [Graduate Council Meetings](#) (1962-1996), [Graduate Faculty Meetings](#) (1963-1993), [Self-Evaluations & Program Reviews](#) (1970s/1980s), [NDSU External Funding Awards](#) (1985-1996), [North Dakota Board of Higher Education](#) (1957-1984), [National Defense Education Act \[NDEA\]](#) (1963-1968), [Higher Education General Information Survey \[HEGIS\]](#) (1966-1976), [Peterson's Annual Survey of Graduate Institutions](#) (1967-1991), [National Academy of Science \(NAS\) Survey](#) - Earned Doctorates (1963-1993), [National Science Foundation \(NSF\) Survey](#) - Graduate Science/Engineering Students (1972-1991), [Council of Graduate Schools/Graduate Record Exam Surveys](#) - Graduate Enrollment (1974-1991), [Graduate Record Exam Statistics](#) (1986-1992), [Graduate Record Exam and Council of Graduate Schools](#) - Directories (1984-1991), [Council of Graduate Schools](#) (1972-1986), [Research Administration Notes](#) (1985-1997), and [Publications and Reports](#) (1970-1993).

## BOX AND FOLDER LIST

### BOX 1

#### General Information

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- 2/6 Cereal Chemistry and Technology - 1977
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- 5/5 Textiles & Clothing - 1980
- 5/6 Ph.D. Departmental "Profiles" - NDSU - Prepared for NCA Visit - 5/1966

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- 5/7 External Grant and Contract Awards - Summary of 1984 - October, 1984
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- 5/9A External Funding Awards - Fiscal Year 1990 - Annual Report
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- 6/4 State Board of Higher Education - General Correspondence - 1957-67
- 6/5 State Board of Higher Education - Procedures - 1959-67
- 6/6 State Board of Higher Education - Policy Statement on Tenure - 1964
- 6/7 *North Dakota Higher Education* - A Report to the Legislature and the People of North Dakota - December, 1968
- 6/8 Programs & Degrees at ND Institution of Higher Ed - NDHE Facilities Commission - 1968-69
- 6/9 Board of Higher Education Committee on Engineering - 1969
- 6/10 State BOHE Meeting - June, 1970
- 6/11 State Board of Higher Education - General - 1974-87
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Higher Education General Information Survey (HEGIS)

- 7/19 HEGIS Report - Fall, 1966
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- 7/21 HEGIS Report - Fall, 1968
- 7/22 HEGIS Report - Fall, 1969
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- 13/3 CGS/GRE - Graduate Programs & Admissions Manual - 1975
- 13/4 CGS/GRE - Annual Survey - 1975
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Graduate Record Exam and Council of Graduate Schools - Directories

- 14/11 GRE/CGS Directory of Graduate Programs - 1984-1985
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- 15/1 Council of Graduate Schools (CGS) in the U.S. - correspondence, memos - 1972-1985
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Publications and Reports

- 16/9 *Statement of the Graduate Responsibility and Mission* - 1970
- 16/10 Resource Management Study for Standing Rock Sioux Tribe - 1976

- 16/11 *A Guide for Preparing Research Proposals* - 1980
- 16/12 *A Procedures Manual for Proposal Preparation* - 1982
- 16/14 Policies and Procedures Manual for Administering Graduate Programs -  
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- 16/15 Policies and Procedures Manual for Administering Graduate Programs -  
Rev. August, 1992
- 16/16 *Guidelines for the Preparation of Disquisitions* - Rev. July, 1993