

Register of the

Atlantic Union College

Records

Collection 367

Center for Adventist Research
James White Library
Andrews University
Berrien Springs, Michigan
2022
Processed by Timothy Baze

Atlantic Union College Records Collection 367

History

In 1882 Stephen Haskell founded a Seventh-day Adventist school in South Lancaster, Massachusetts along with Goodloe Harper Bell and Dores Robinson. For a time the small new school went unnamed, and frequent articles in the *Review and Herald* simply referred to it as “that New England school.” In 1883, a board of managers was elected and the school was incorporated under state law as South Lancaster Academy (SLA). Land was purchased and permanent building erected, and the school was dedicated in 1884. In 1919, the school changed its name to Lancaster Junior College. Three years later, after being approved to confer the Bachelor of Theology degree in 1922, it achieved full college status, changing its name finally to Atlantic Union College (AUC). In 1926 permission was granted from the state to confer the Bachelor of Religious Education degree, in 1933 the Bachelor of Arts, in 1954 the Bachelor of Science, and in 1990 the Master of Arts in Education degree. The college obtained accreditation from the New England Association of Schools and Colleges (NEASC) in 1945, and maintained this accreditation until its first closure in 2011.

AUC was known in both its local community and the Adventist community for its excellence in education, and in the second half of the 20th century, the college’s alumni accounted for the largest percentage of Church administrators. AUC was also known for its diversity, and in the second half of its history had more Black students than any other Adventist College in North America, with the exception of Oakwood College.

In 1996, in the middle of a financial exigency crisis, a merger with Andrews University was recommended to the constituency, which voted to pursue both the merger and remaining independent, causing Andrews University to back out of the proposal. A proposed merger with Loma Linda University also fell through. In 1997, the NEASC accreditation visiting team’s report recommended the termination of AUC’s accreditation. AUC successfully fought this recommendation and operated on probationary status for 14 more years. In 2011, NEASC terminated AUC’s accreditation, and after a failed attempt at merging with Washington Adventist University, the college all but closed its doors. In the years that followed, the Board of Trustees, in an attempt to revive the college, obtained permission from the State to offer two Bachelors of Arts degrees, one in Theology and the other in Health Sciences, as well as several certificates. Low enrollment and financial problems, among other things, forced the permanent closure of the college in 2018.

The above is a very cursory review of the school’s history. Portions of this history are from the *Seventh-day Adventist Encyclopedia, 1976*. See also the following books on the history of AUC.

- Wehtje, Myron F. *And There Was Light: a History of South Lancaster Academy, Lancaster Junior College and Atlantic Union College.*
- Purdon, Rowena Elizabeth. *The Story of a School: a History of Atlantic Union College.*

Abbreviations

The following abbreviations will be useful for understanding the register below:

SLA - South Lancaster Academy (1883-1919)

LJC - Lancaster Junior College (1919-1922)

AUC - Atlantic Union College (1922-2018)

NEASC - New England Association of Schools and Colleges, the accrediting body of AUC from 1945-2011.

AAA - Adventist Accrediting Association

Scope

This collection is clearly not a full representation of the official records of Atlantic Union College. Rather, it is a partial reconstruction of records from the 1980's until the school closed first in 2011 and finally in 2018. Records included are primarily from upper administration. Included are minutes, constituency meetings, reports, finances, and other records more likely to be found in top administrator's offices. There are, however, quite a bit of older records and non-administrative records.

An explanation of how this collection came together may help the user understand. In 2020, Atlantic Union Conference leadership invited the Andrews University Center for Adventist Research to come to South Lancaster, MA, and take the contents of the AUC Library's Heritage Room to Andrews to preserve it. While on campus, Andrews' personnel sought and received permission to look for other college records that may be significant. Accordingly, we went systematically through each administrator's office in Haskell Hall searching for records to document AUC's operation. This explains why this collection is skewed to administrations point of view.

While there, we also roamed freely through the attic of Haskell Hall which served as the archives for the college. The space was poorly organized. Each office apparently was assigned a certain group of shelves, but these groups were not labeled, which made selection difficult. Without an archives or records management program or someone to oversee it, to make room, older records would be discarded. This is likely how the biggest tragedy occurred. We could not find any copies of the college Board of Trustee minutes except what were in the various offices. The official set, which eye witnesses who used to work in the building attested were in the attic, were never located. The Atlantic Union assumed the College kept them so did not keep them themselves. There is a fairly good set of Board minutes from about 1980 forward, but only pieces prior to that time. From about 1996 forward there is a strong representation of Board deliberations.

The Andrews' personnel also went through the Alumni offices and academic and other administrative offices in Haskell Hall. Some records also came from storage rooms in the Library.

Arrangement

This collection is arranged according to the AUC organizational structure. For more information see Table of Contents below.

Extent

25 Research Center Boxes [31.25 linear feet]

Provenance

The Atlantic Union Conference donated this collection to the Andrews University Center for Adventist Research in August 2020. The goal was to preserve as much of the legacy of AUC as possible. The Heritage Room contents, mostly Seventh-day Adventist publications, was integrated into the Center for Adventist Research collections. Each item added carries a notation—From the Atlantic Union College Library Heritage Room. Some of the AUC Heritage Room materials will be digitized. The meta data for these will list the source as Atlantic Union College.

The administrative records, while collecting them was something of an afterthought, will also help to preserve the legacy of AUC. The administration of the Atlantic Union Conference are to be honored for their willingness to make these records available.

Use

All users of this collection will complete the Application to Use Unpublished Records, and observe the regulation specified in the Patron's Agreement and Researcher's Code of Conduct. Most records in this collection are open and available for research.

As with all organizational records, care must be exercised in what is made public. All researchers in this collection will inform Center for Adventist Research personnel about what they are taking copies of and how they will be used. Center personnel will apply the Center's "Restriction Policy." Where AUC is now closed, the primary caution will be to guard certain personal information. A number of folders are highlighted in the inventory that are restricted. Most of these are available to be seen, just no copies in any form should be made. This is to protect personal information.

Suggested citation for this collection:

Box ____, fld ____, Atlantic Union College Records (Collection 367), Center for Adventist Research, James White Library, Andrews University, Berrien Springs, MI.

Table of Contents

Atlantic Union College Collection

7	I. Legal and Governing Documents
7	A. Articles of Incorporation and Bylaws
7	B. Name Change Documents
7	C. Property Deeds and Leases
10	D. Contracts and Agreements
10	E. Wills and Last Testaments
11	F. Lawsuits
11	1. H. B. Walker and the Ellen Dempsey Estate
11	2. Selina Bates Note
12	3. South Lancaster Academy v. Lancaster
12	4. John F. Miller Blackmail Letter
12	II. Constituency Meetings
14	III. Board of Trustees
14	A. Reports to the Board of Trustees
15	B. Minutes of the Board of Trustees
17	C. Board of Trustees Supplemental
19	D. Board of Trustees Correspondence
20	E. Board of Trustees Social Events
20	F. Board of Trustees Membership
21	G. Outside Consultants
21	H. Atlantic Union Executive Committee
22	IV. Authorization and Accreditation
25	V. Committees
25	A. Administrative Council
25	B. House Committee / Administrative Officers Committee
26	C. Executive Committee
26	D. Educational Policies Sub-Committee
27	E. Other Committees
27	VI. Presidential
27	A. Presidential Correspondence
27	1. Articles and Open Correspondence
28	2. Private Correspondence
28	B. Presidential Installations, Evaluations, and Farewells
29	V. Finances
29	A. Finance Committee

30	B. Financial Reports
31	C. Budgets
31	D. Audits
31	E. Stocks and Bonds
32	F. Checks and Promissary Notes
32	G. Receipts for Purchases
33	H. Correspondence regarding Financial Matters
33	I. Tax Documents
34	J. Insurance Policies
34	1. Fire Insurance
35	2. Vehicle Insurance
36	3. Other Insurance Policies
36	K. Fund-Raising
36	1. Annual Reports
37	2. Three-dimensional Objects
37	L. Equipment
37	1. Architecture of AUC
39	2. Building and Maintenance Projects
40	3. Property
40	4. Equipment
41	5. Building and Equipment Inspections
41	K. Industries and Tenants

42 VI. Academic Affairs

42	A. Enrollment
42	1. Promotional Brochures
44	2. College Days
44	3. Admissions
44	4. Financial Aid
45	5. Other Enrollment Department Materials
45	B. Class Schedules
46	C. Summer Session and Other Programs
46	D. Teacher Loads
46	E. Academic Events
46	1. Convocations and Chapels
46	2. Lecture Series
47	F. Records of Credits Earned
47	G. Graduations

50 VII. Departments and Services

50	A. Academic Departments
51	1. Adult Degree Program
51	2. Art
51	3. Business
52	4. Chemistry

52	5. Education
52	6. History
52	7. Honors Core Program
52	8. Library
53	a. Heritage Room
54	9. Math and Physics
54	10. Modern Languages
54	11. Music
54	12. Nursing
54	13. Physical Education
54	14. Religion
55	15. Social Work
55	B. Campus Services
55	1. Cafeteria
55	2. Campus Safety
55	3. Center for Continuing Education
55	4. Counseling Center
56	5. Employment and Human Resources
56	a. Working Policies and Employee Handbooks
56	b. Correspondence regarding Employees
57	6. English Language Institute
58	7. John Henry Weidner Center
58	8. The Reading Center
58	VIII. Alumni
58	A. Events
58	1. Annual Homecoming Programs
59	2. Centennial Celebration
60	a. "Then, Now, and Tomorrow" Centennial Lecture Series
60	3. 125 th Anniversary Celebration
61	4. Other Events
61	B. Records
61	C. Black Alumni
61	1. Executive Committee
61	2. Homecoming Weekends
62	3. Communications
62	4. Finances
62	5. Alumni Lists
63	D. Correspondence, Surveys, and Association Minutes
63	IX. Public Relations
63	A. Articles and Publications about AUC
63	1. Annual Scrapbooks
65	2. Other Articles about AUC
65	B. Publications and News Releases

65	C. Community Programs
66	D. Guest Services
66	X. Faculty and Staff
66	A. Faculty Meetings
67	B. Faculty Communications
67	C. Faculty Events and Clubs
67	D. Faculty Lists
67	E. Faculty Publications and Honors
69	F. Continuing Education
69	XI. Student Life
69	A. Student Handbooks
70	B. Residence Halls
70	C. New Student Orientation
71	D. Student Data
71	E. Classes Officers and Events
71	F. Student Association and Senate
72	G. Clubs and Societies
72	H. Other Student Events
72	I. Spiritual Life
72	1. Worships and Assemblies
73	2. College Church
73	3. Student Outreach and Missions
74	J. Student Publications
74	XII. Historical Documents
75	A. City of South Lancaster History
76	XIII. Special Collection
76	A. World War II
76	Items Removed

Atlantic Union College Records (Collection 367)

I. Legal and Governing Documents

Articles of Incorporation and Bylaws

These are mostly copies of the original documents for the founding of Atlantic Union College, as well as the articles of incorporation and bylaws that were modified over time. For more on the latter, see Constituency Meetings.

- Bx 1 Fld 1 November 27, 1883 Certificate of Organization (copy)
- Bx 1 Fld 2 1883 Bylaws (copy) (Original in Bx 1 Fld 54)
- Bx 1 Fld 3 December 12, 1883 Charter (copy received from the state in 1968)
- Bx 1 Fld 4 Binder: 1960-2006 Articles of Incorporation and Bylaws

Name Change Documents

Originally founded as South Lancaster Academy, the institution officially changed its name to Lancaster Junior College and finally to Atlantic Union College. Some dates vary by documents.

- Bx 1 Fld 5 Handwritten time line of institution's names. No date.
- Bx 1 Fld 6 April 1919 "The Clinton, Mass., Daily Item" Newspaper. Inside, circled in orange, is the "Notice of Change of Corporate Name" from South Lancaster Academy to Lancaster Junior College.
- Bx 1 Fld 7 March 30, 1922 Certificate of Change of Name from Lancaster Junior College to Atlantic Union College (copy). Appears to have been recorded on January 1, 1946.
- Bx 1 Fld 8 December 29, 1975 Preliminary Report from Title Examiner, reporting both name changes.
- Bx 1 Fld 9 December 9, 1980 Document from the State Secretary certifying the charter date and both name change dates.

Property Deeds and Leases

Over the years, the institution owned many properties. Some of these were utilized for the campus, some were donated and sold for profit, and a few were purchased by the college to help employees who were in dire financial straits. Included here are

deeds and leases mostly from the beginning of the school's existence. A copy of the final document of sale, when the college property is finally sold, from Atlantic Union Conference would complete this section.

- Bx 1 Fld 10 November 26, 1875 Discharge of Mortgage from Lancaster Savings Bank to S. N. Haskell, attached to April 1873 sale of same property from Thomas E. and Fannie A. Burdett to the Lancaster Savings Bank.
- Bx 1 Fld 11 December 12, 1878 Warranty Deed from Stephen N. Haskell to Dennis W. Johnson. A note indicates the land was held by "the N. E. Conference of S. D. A." with S. N. Haskell, C. W. Cummings, and J. C. Tucker serving as trustees.
- Bx 1 Fld 12 March 25, 1879 Discharge of Mortgage from Mary M. Leach to Stephen N. Haskell
- Bx 1 Fld 13 April 1, 1879 Mortgage Deed from George A. Johnson to John A. and Mary E. Rice for \$4,500 dollars. A hand-written note dated 1883 transfers the agreement from John A. Rice to S. N. Haskell.
- Bx 1 Fld 14 October 5, 1883 Warranty Deed in which John A. and Mary E. Rice give land to Stephen N. Haskell for one dollar, plus the acceptance of the mortgage.
- Bx 1 Fld 15 February 25, 1884 Discharge of Mortgage from Lafayette G. Cilley to Stephen N. Haskell. Haskell paid the mortgage created three months prior.
- Bx 1 Fld 16 November 26, 1884 Mortgage regarding sale of property from Stephen N. and Mary E. Haskell to Helen M. Brittan for \$5000
- Bx 1 Fld 17 March 23, 1889 Discharge of Mortgage from George A. Johnson to Stephen N. Haskell. The original mortgagee was John A. Rice.
- Bx 1 Fld 18 April 27, 1891 Mortgage from SLA to Sophira A. and Charles L. Stevens. A. T. Robinson and F. W. Mace are witnesses.
- Bx 1 Fld 19 February 24, 1892 Discharge of Mortgage from Sophira A. and Charles L. Stevens to SLA
- Bx 1 Fld 20 February 24, 1892 Mortgage Deed from SLA to Sophira A. Stevens. The property deeded is the Rice estate.

- Bx 1 Fld 21 September 9, 1892 Warranty Deed regarding sale of land from James L. Prescott to SLA
- Bx 1 Fld 22 November 3, 1892 Discharge of Mortgage from Sophira A. and Charles L. Stevens to SLA
- Bx 1 Fld 23 June 1, 1893 Discharge of Mortgage from Helen B. Stevens to Stephen N. Haskell
- Bx 1 Fld 24 May 15, 1899 Deed of a lot in Homer, NY, from William A. and S. Melissa Wilcox to SLA. Originally in an envelope marked "expired contracts."
- Bx 1 Fld 25 January 25, 1900 Warranty Deed from Sarah R. Pierce to Patrick W. Burke
- Bx 1 Fld 26 February 1, 1900 Warranty Deed from Frank W. and Mary C. Mace to Patrick W. Burke
- Bx 1 Fld 27 February 5, 1900 Five-Year Lease Agreement from Patrick W. Burke to SLA to lease 24 acres of land
- Bx 1 Fld 28 May 18, 1900 Warranty Deed recording the sale of land from Horatio D. and Lois W. Humphrey to Patrick W. Burke. Contains metal seal.
- Bx 1 Fld 29 November 1, 1901 agreement between SLA and Frank I. Turner regarding the sale of a property in Homer, NY. Based on the documents here, the property was donated by W. A. Wilcox to SLA, which in turn sold it to Frank I. Turner.
- Bx 1 Fld 30 May 8, 1904 Five-Year Lease Agreement between SLA and Patrick W. Burke to lease 24 acres
- Bx 1 Fld 31 November 15, 1909 Warranty Deed from Patrick W. Burke to SLA. The property was made up of properties obtained from Sarah R. Pierce, Frank W. and Mary C. Mace, and Horatio D. Humphrey in 1900, documentation for which are in Bx 1 Flds 25, 26, and 28 respectively. The same day, SLA gave Burke a mortgage agreement for the same property. See Bx 1 Fld 32.
- Bx 1 Fld 32 November 15, 1909 Mortgage from SLA to Patrick W. Burke. The same day Burke sold SLA the same property. See record for Bx 1 Fld 31 for more information.
- Bx 1 Fld 33 May 25, 1910 Discharge of Mortgage from Patrick W. Burke to SLA. Mortgage is in Bx 1 Fld 36.
- Bx 1 Fld 34 July 5, 1912 Warranty Deed regarding sale of land from John F. Philbin to John E. Thayer
- Bx 1 Fld 35 June 15, 1925 Copy of Board Action and December

- 11, 1925 Warranty Deed giving E. Edgar Miles, a strip of land next to the bindery
- Bx 1 Fld 36 January 21, 1937 Letter indicating the examination and confirmation that AUC has a good title, particularly regarding the deed from John E. Thayer to Mary E. Chant, as well as a deed from Edwin K. Slade.
- Bx 1 Fld 37 August 5, 1937 Certificate of Title for "Oberg Property"

Contracts and Agreements

Included here are various legal agreements made by the college, primarily in its early years.

- Bx 1 Fld 38 March 22, 1897 and May 27, 1898 Agreements between SLA and neighbor James Langin regarding bordering properties and rights of way.
- Bx 1 Fld 39 December 6, 1898 contract appointing William A. Wilcox attorney of SLA. Not signed.
- Bx 1 Fld 40 1901 Draft Agreement between Albert Han and SLA for Han to use their private sewage system
- Bx 1 Fld 41 June 1902 Contract between SLA and A. H. Merrill to purchase lots in West Hartford, CT in order to sell them at profit. See Bx 17 Fld 32 for related documents.
- Bx 1 Fld 42 December 1912 Contracts between SLA and the New England Telephone and Telegraph Company, setting up service in the treasurer's office and the dormitory
- Bx 1 Fld 43 1931 Sewage Agreement between AUC and Irene Cady
- Bx 1 Fld 44 July 25, 1940 Letter from the E. E. Miles Company allowing AUC to run a sewer line underneath their driveway

Wills and Last Testaments

A small representation of legal documents related to individuals who listed the college in their will.

- Bx 1 Fld 45 April 27, 1894 Notification to SLA that they are named in the will of Juliatt E. Barton
- Bx 1 Fld 46 February 1904 Last Will and Testament of Fanny D. Hare bequeathed to SLA "all the rest and

residue' of my estate." Also includes the record from the Vermont Probate Court, as well as a letter from T. H. Purdon, Vermont Conference Religious Liberty Director, stating that, given that the Haskell Home for the Aged in Battle Creek, MI was now a "source of perplexity," giving money to them would be "a perversion of her will," and would better be kept to care for the aged within the Vermont Conference.

Bx 1 Fld 47 April 1, 1930 Last Will and Testament of Susie May Van Tassell, bequeathing, among other things, her library to AUC. Also includes September 28, 1939 Notes from Surrogate's Court

Lawsuits

Likely not comprehensive, these four disputes range from an accusation to a case that ended in the Supreme Judicial Court of Massachusetts, all from the early years of the institution. These are presented here in chronological order.

H. B. Walker and the Ellen Dempsey Estate

SLA was named as a benefactor in the will of Ellen Dempsey. Around the time the estate was being settled, H. B. Walker wrote to SLA with a claim that Dempsey owed him almost \$200 for the time she stayed at his home, and indicated that this bill should be paid to him since she had the means with which to do so. It appears that the school did not address the issue for over a year. When Walker threatened to get lawyers involved, they settled with him for one dollar, since Walker also owed SLA over \$130.

Bx 1 Fld 48 September 20, 1897 - February 7, 1899
Correspondence regarding the Ellen Dempsey Estate and the claim against it by H. B. Walker.

Selina Bates Note

Selina Bates gave a note for \$1,000 to SLA. It appears that there was a misunderstanding about the note, or the interest to be received from it, but the details are not contained in these documents, other than the fact that SLA asked an attorney to take care of the matter, and that it appears to have been dropped.

Bx 1 Fld 49 December 28, 1899 Agreement between

Selina L. Bates and SLA regarding a contract note. SLA would retain the \$1000 from Bates and pay her 4% interest each year. Bates could draw from the principal, if necessary. This is a second iteration of the agreement, as Bates lost the first copy.

Bx 1 Fld 50 April 19, 1911 - September 23, 1913 Selina Bates Note Correspondence regarding a legal dispute regarding the aforementioned note. The matter appears to have been dropped.

South Lancaster Academy v. Lancaster

When SLA received a tax bill from the town of Lancaster for \$1,092, they protested that they fell under a category of tax-exempt institutions. The town disagreed, citing their sale of surplus goods from their farm. The case went up to the Supreme Judicial Court of Massachusetts, which ruled that “the mere fact that the academy ... sold milk and vegetables produced on its property ... did not as a matter of law preclude it from the exemption sought.”

Bx 1 Fld 51 March 17, 1919 Letter from John E. Farnsworth, Chairman of the Lancaster, Massachusetts Board of Assessors, informing SLA that they cannot allow the abatement of the tax assessed on the school for 1918. (As “Farnsworth” was a prominent Adventist family name in the area it would be interesting to know if this chairman was part of the family, and if so, if he was also an Adventist.)

Bx 1 Fld 52 October 14, 1922 News Clipping: “Lancaster Academy Tax Free by Ruling of Supreme Court.” The case was heard in the Supreme Judicial Court of Massachusetts. The clipping was found with the key to the president’s safe. Also included is the text of the decision, downloaded from Casetext.com.

John F. Miller Blackmail Letter

It seems that John F. Miller was being threatened by a Mrs. Coldwell “to do something to embarrass” Miller unless he

sent her money, which he does not have. The relation of this letter to AUC is unknown, other than that it was found with the college's other legal documents. Neither last name appears in the 1938-1939 Minuteman Yearbook, or the list of alumni prior to or near 1938.

Bx 1 Fld 53 December 14, 1938 Letter from John F. Miller, Attorney at Law, to Mrs. Coldwell. Miller is writing to inform her that, while he has no money at present, he has found work and will send money when he can.

II. Constituency Meetings

At its founding, South Lancaster Academy was a corporation owned by stock holders, and its governing body was the Meeting of the Stock Holders, held once or twice each year. In 1906, the corporation restructured, moving to a denominationally-owned model, with the Constituency Meeting being the highest authority. This collection is missing the minutes of meetings between 1922 and 1996.

- Bx 1 Fld 54 1883 Notebook that includes the following:
 November 27, 1883 Handwritten Copy of Certificate of Organization
 1883 Bylaws
 December 4, 1883 Minutes of the First Meeting of the Subscribers to the Agreement
 October 1884 - January 1908 Minutes of the Annual Meetings of the Stockholders
- Bx 1 Fld 55 May 1904 H. W. Cottrell's List of Stock Holders. In the transition between the stock holder-owned model and denominationally-owned model, many of the stock holders assigned their stock to Cottrell, President of the Corporation. This list is likely his attempt to identify stock holders and acquire as much stock as possible to aide the transition. For more information, see the 1904-1906 minutes in Bx 1 Fld 54.
- Bx 1 Fld 56 November 6, 1906 Minutes of the Tenth Meeting for SLA Corporation, 21st Session. Not included in 1883 notebook above.
- Bx 1 Fld 57 November 7, 1906 Handwritten Minutes of the First Meeting of Stockholders of 23rd Session
- Bx 1 Fld 58 November 7, 1906 Handwritten Minutes of the Second Meeting of Stockholders of 23rd Session. Also included is an annotated copy of bylaws with proposed changes.

- Bx 1 Fld 59 November 7, 1906 Handwritten Minutes of the Third Meeting and notes regarding ballots
- Bx 1 Fld 60 November 8, 1906 Minutes of the Fourth Meeting of 23rd Session. This includes the nominating committee report for officers.
- Bx 1 Fld 61 1909-1919 Constituency Minutes
- Bx 1 Fld 62 1919-1922 Constituency Minutes
- Bx 1 Fld 63 1944-1948 Quadrennial Report to Constituency
- Bx 1 Fld 64 1952 Administrative Officers Report to Constituency
- Bx 1 Fld 65 1960 Constituency Agenda
- Bx 1 Fld 66 1962 Constituency Report (x2)
- Bx 1 Fld 67 1996 Special Constituency Packet
- Bx 1 Fld 68 1996 Special Constituency Minutes
- Bx 1 Fld 69 1997 Constituency Agenda, Minutes, and Reports
- Bx 1 Fld 70 2000 Proposal for Special Constituency Meeting
- Bx 1 Fld 71 2000 Special Constituency Meeting Materials
- Bx 1 Fld 72 February 2001 Special Constituency Materials
- Bx 1 Fld 73 June 2001 Constituency Materials
- Bx 1 Fld 74 2002 Constituency Materials
- Bx 1 Fld 75 2006 Constituency Materials
- Bx 1 Fld 76 2008 Constituency Materials
- Bx 1 Fld 77 2008 Constituency Attendance
- Bx 1 Fld 78 2011 Constituency Materials
- Bx 1 Fld 79 2013 Constituency Materials
- Bx 1 Fld 80 2016 Constituency Materials
- Bx 1 Fld 81 2016 Constituency Correspondence
- Bx 1 Fld 82 2018 Special Constituency Materials
- Bx 1 Fld 83 2018 Special Constituency Correspondence

III. Board of Trustees

This board provided primary oversight of the college. Most of the documents presented here were taken from the AUC President's office and appear to be fairly comprehensive, including supplementary documents to the actual minutes. The materials are organized below as found, in three major sections: Reports, Minutes, and Supplemental. Researchers will want to look through each of these sections to obtain a fuller picture of what took place. Following these sections are correspondence relating to the board's decisions, as well as information on social events, membership, outside consultants, and a few documents from the Atlantic Union Executive Committee relating to AUC.

Reports to the Board of Trustees

This is the information given to board members, usually including the agenda, reports from officers, and other supplemental information.

Bx 2 Fld 1	1949
Bx 2 Fld 2	1950
Bx 2 Fld 3	1951
Bx 2 Fld 4	1952
Bx 2 Fld 5	1953
Bx 2 Fld 6	1954
Bx 2 Fld 7	1955
Bx 2 Fld 8	1956
Bx 2 Fld 9	1957
Bx 2 Fld 10	1958
Bx 2 Fld 11	1959
Bx 2 Fld 12	1960
Bx 2 Fld 13	1961
Bx 2 Fld 14	1962
Bx 2 Fld 15	1963
Bx 2 Fld 16	1964
Bx 2 Fld 17	1965
Bx 2 Fld 18	1966
Bx 2 Fld 19	1967
Bx 2 Fld 20	1968
Bx 2 Fld 21	1969
Bx 2 Fld 22	1970
Bx 2 Fld 23	Spring 1971
Bx 2 Fld 24	Fall 1971
Bx 2 Fld 25	Spring 1972
Bx 2 Fld 26	Fall 1972
Bx 2 Fld 27	1973
Bx 2 Fld 28	1974
Bx 2 Fld 29	1975
Bx 2 Fld 30	1976
Bx 2 Fld 31	1977
Bx 2 Fld 32	1978
Bx 2 Fld 33	1979
Bx 2 Fld 34	1980
Bx 2 Fld 35	1981
Bx 2 Fld 36	1982
Bx 2 Fld 37	1983
Bx 2 Fld 38	1984

Minutes of the Board of Trustees

Over the years, different college administrations utilized various structural methods in addition to this board, at times interfiling some of the lower board within this one. The minutes below are presented as compiled by AUC. The Local Board (1933-1936),

and ADCOM (2011-2018) are interfiled in these minutes. The Executive Committee and Finance Committee minutes are, at times, interfiled as well. For other committees, see Supplemental, Committees, and Finance Committee, below. For the years 2009-2016, there is a bit of overlap in the way board minutes were filed. Beginning in February 2013, most files contain agendas and handouts for the date stated and minutes for the previous date. Researchers should look both to the surrounding folders, to the Board of Trustees Supplemental section below, and to the other committees' minutes below to obtain a full picture of the college's actions.

- Bx 3 Fld 1 November 20, 1928 College Board Meeting Minutes
(x2)
- Bx 3 Fld 2 December 6, 1928 Local Board Meeting Minutes (x4)
- Bx 3 Fld 3 June 9, 1933 - February 2, 1936 Board Minutes.
Board of Trustees and Local Board combined.
- Bx 3 Fld 4 1964-1970 Board Minutes
- Bx 3 Fld 5 1971-1978 Board Minutes
- Bx 3 Fld 6 1980-1985 Board Minutes
- Bx 3 Fld 7 1986-1995 Board Minutes
- Bx 3 Fld 8 1996-1999 Board Minutes
- Bx 3 Fld 9 2000-2002 Board Minutes
- Bx 3 Fld 10 2003-2004 Board Minutes
- Bx 3 Fld 11 January - August 2005 Board Minutes
- Bx 3 Fld 12 September - December 2005 Board Minutes
- Bx 3 Fld 13 2006 Board Minutes
- Bx 4 Fld 1 2007 Board Minutes
- Bx 4 Fld 2 2008 Board Minutes
- Bx 4 Fld 3 2009-2012 Board Minutes
- Bx 4 Fld 4 February 14, 2011 Board Materials, including
November 2010 board minutes, which do not
appear elsewhere in this collection. No
minutes from the February 2011 meeting
appear in this collection.
- Bx 4 Fld 5 June 2011 - July 2012 ADCOM and Board Minutes
- Bx 4 Fld 6 July 2012 - May 2013 ADCOM and Board Minutes
- Bx 4 Fld 7 February 2013 - November 2014 Board Materials.
See explanation above.
- Bx 4 Fld 8 July 2013 - June 2014 ADCOM and Board Minutes
- Bx 4 Fld 9 May 2014 - June 2015 ADCOM and Board Minutes
- Bx 5 Fld 1 February 2015 - May 2016 Board Materials
- Bx 5 Fld 2 September 2016 Board Materials
- Bx 5 Fld 3 November 2016 Board Materials
- Bx 5 Fld 4 May 2017 Board Materials

- Bx 5 Fld 5 September 2017 Board Materials
- Bx 5 Fld 6 November 12, 2017 Board Materials
- Bx 5 Fld 7 November 29, 2017 Board Materials
- Bx 5 Fld 8 February 11, 2018 Board Materials
- Bx 5 Fld 9 February 13, 2018 Board Materials
- Bx 5 Fld 10 May 2018 Board Materials. Includes minutes from this meeting. See explanation above.

Board of Trustees Supplemental

The files in the section above should be considered the primary source of Board activities. These "Supplemental" materials came from other offices on the AUC campus and will duplicate the primary set, but these materials may contain additional related material, including agendas, handouts, and reports. For the full picture of AUC as seen through the Board and the top administration, a researcher should review both the primary and the supplemental sets of these minutes.

- Bx 5 Fld 11 Index to Minutes of 1979-1996 Administrative Officers, 1980-1993 Board of Trustees, 1989-1993, Executive Committee, and 1989-1992 Faculty Meeting.
- Bx 5 Fld 12 February 1981 Agenda and Handouts
- Bx 5 Fld 13 1983 Reports and Handouts
- Bx 5 Fld 14 1984 Reports, Correspondence, and Sub-Committees
- Bx 5 Fld 15 1985 Reports, Correspondence, and Sub-Committees
- Bx 5 Fld 16 1986-1987 Reports, Correspondence, and Sub-Committees
- Bx 5 Fld 17 February 1988 Packet with Sub-Committees
- Bx 5 Fld 18 November 1988 Packet with Reports and Sub-Committees
- Bx 5 Fld 19 1989-1991 Minutes, Reports, and Correspondence from the files of Robert Eubanks, Dean of Students
- Bx 5 Fld 20 February 1989 Packet with Sub-Committees
- Bx 5 Fld 21 November 1989 Board Retreat with Sub-Committees
- Bx 5 Fld 22 1991 Departmental Reports
- Bx 5 Fld 23 March 1992 Sub-Committees
- Bx 5 Fld 24 November 1992 Sub-Committees
- Bx 5 Fld 25 1993 Index of Board Actions
- Bx 5 Fld 26 November 1994 Reports
- Bx 5 Fld 27 April 1995 Financial Report to the Board
- Bx 5 Fld 28 November 1995 Board of Trustees Retreat

- Bx 5 Fld 29 February - April 1996 Articles and Materials surrounding the proposed merger with Andrews University
- Bx 5 Fld 30 March 1996 Financial Report, severance list, and board minutes with notes from Jim Londis, President
- Bx 6 Fld 1 March 1996 Financial Report and severance list with notes.
- Bx 6 Fld 2 September 1996 Financial Report to the Board
- Bx 6 Fld 3 October 1996 Financial Report to the Board
- Bx 6 Fld 4 February 1997 Financial Report to the Board
- Bx 6 Fld 5 May 1997 Financial Report to the Board
- Bx 6 Fld 6 November 1997 Reports, Handouts, and Notes
- Bx 6 Fld 7 February 1998 Sub-Committees Agenda
- Bx 6 Fld 8 April 1998 Handouts and Reports
- Bx 6 Fld 9 November 1998 Materials
- Bx 6 Fld 10 February 1999 Payroll Audit Report to Board
- Bx 6 Fld 11 February 1999 Financial Report to Board
- Bx 6 Fld 12 October 1999 Independent Auditors' Report to the Board
- Bx 6 Fld 13 November 1999 Board of Trustees Plenary Session "Marketplace 2000"
- Bx 6 Fld 14 November 1999 Board of Trustees Plenary Session "Marketplace 2000" with notes from Sylvan Lashley, President
- Bx 6 Fld 15 November 1999 Sub-Committees Agenda
- Bx 6 Fld 16 February 2000 Financial Report to the Board
- Bx 6 Fld 17 May 2000 Financial Report to the Board
- Bx 6 Fld 18 November 2000 Materials
- Bx 6 Fld 19 November 2000 Materials
- Bx 6 Fld 20 January - March 2001 Minutes
- Bx 6 Fld 21 May 2001 Audit Review Committee Meeting with Board Questions and Concerns
- Bx 6 Fld 22 July 2001 Financial Report to Board
- Bx 6 Fld 23 2002-2006 Blank Board Evaluation Surveys
- Bx 6 Fld 24 September 2003 Agenda, Reports, Handouts and Sub-Committees
- Bx 6 Fld 25 September 2003 Financial Report to the Board
- Bx 6 Fld 26 November 2003 Financial Report to the Board
- Bx 6 Fld 27 February 2004 Financial Report to the Board
- Bx 6 Fld 28 May 2004 Financial Report to the Board
- Bx 6 Fld 29 August 2004 Financial Report to the Board
- Bx 6 Fld 30 November 2004 Financial Report to the Board
- Bx 6 Fld 31 February 2005 Financial Report to the Board and Revised Budget

- Bx 6 Fld 32 Summer 2005 Update of 2004-2009 Strategic Plan
- Bx 6 Fld 33 May 2005 Financial Report to the Board and Budget
- Bx 6 Fld 34 September 2005 Financial Report to the Board
- Bx 6 Fld 35 November 2005 Financial Report to the Board
- Bx 6 Fld 36 2006-2011 Attendance
- Bx 6 Fld 37 November 2006 Agenda
- Bx 6 Fld 38 2009-2014 Strategic Plan
- Bx 6 Fld 39 2009 Draft Affiliation and Cooperation Agreement
between Loma Linda University, Atlantic Union
College, and Atlantic Union Conference
- Bx 6 Fld 40 February 2010 Agenda and Sub-Committee Minutes
- Bx 6 Fld 41 May 2011 Handouts
- Bx 6 Fld 42 c. 2011 Washington Adventist University Branch
Campus Business Plan
- Bx 6 Fld 43 January - July 2013 ADCOM Minutes
- Bx 6 Fld 44 January 9, 2013 ADCOM Agenda
- Bx 6 Fld 45 January 25, 2013 ADCOM Minutes
- Bx 7 Fld 1 May 2013 Financial Report and Current Budget for
July 2013 ADCOM
- Bx 7 Fld 2 November 2013 Board Policy Manual
- Bx 7 Fld 3 February 2014 Financial Report to Board
- Bx 7 Fld 4 July 2014 Auditing Letter to the Board
- Bx 7 Fld 5 February 2015 Agenda
- Bx 7 Fld 6 April 2015 ADCOM Handouts
- Bx 7 Fld 7 September 2015 Reports and Handouts
- Bx 7 Fld 8 February 2016 Agenda, Reports, and Handouts

Board of Trustees Correspondence

This section contains letters and emails regarding actions and meetings of the board of trustees. A researcher should look in the minutes themselves to determine the actual decisions made.

- Bx 7 Fld 9 February 25, 1897 Letter regarding sale of land. No
buyer named. Signed by members of the
board. Action taken at General Conference
Session
- Bx 7 Fld 10 July 1900 - December 1901 check stubs and
correspondence regarding the sale of a house
in Homer, NY to Frank Turner. Most of the
correspondence is between Elisha A. Williams,
caretaker of the property, and W. A. Wilcox,
donor of the property.
- Bx 7 Fld 11 December 1901 Record of Board Votes by letter to
sell a house in Homer, NY to Frank Turner for
\$500, and clarification of a vote to sell another

property to the Sanitarium for \$1,000. In addition to the ballots are two longer letters, both written on Christmas Day, from J. W. Watt, Vermont Conference President, and O. O. Farnsworth from Westminster, MD, future Vermont Conference President.

- Bx 7 Fld 12 August 25, 1929 Letter from Harold U. Wendell to the Local Board of Trustees requesting permission to complete graduate studies.
- Bx 7 Fld 13 c. 1930 Letter to the Board from a special committee appointed to examine "difficulties" with a "Professor Schyde." This is likely Harry Schyde who, according to iamaonline.com, taught voice at AUC from 1929-1937.
- Bx 7 Fld 14 March 17, 1932 Letter to the Board from Beulah C. Walleker, Dean of Women, notifying them of her decision to not continue as dean, but requesting another assignment with the college.
- Bx 7 Fld 15 1990 Correspondence regarding Events, Expenses, and Giving
- Bx 7 Fld 16 1995-1999 Correspondence
- Bx 7 Fld 17 1999-2005 Correspondence
- Bx 7 Fld 18 2006 Board Retreat Planning
- Bx 7 Fld 19 2006-2009 Correspondence
- Bx 7 Fld 20 2010-2011 Correspondence. Information here for NEASC accreditation issues and transfer of Weidner and Stafford materials.
- Bx 7 Fld 21 2015-2017 Correspondence
- Bx 7 Fld 22 2015-2017 Sub-Committee Correspondence

Board of Trustees Social Events

- Bx 7 Fld 23 1980-1990 Board Banquet Invitations and Programs

Board of Trustees Membership

These are primarily the lists of board members over the years. Also included here are some attendance records and giving information. A few files are restricted since they contain recent addresses of board members.

- Bx 7 Fld 24 1959-1975 Board Members by Term Expiration
- Bx 7 Fld 25 1966-1982 Board Members
- Bx 7 Fld 26 1981 Photograph of Board Members (copy) with key.

Original Photograph transferred to Center for Adventist Photograph Collection.

- Bx 7 Fld 27 June - December 1993 Board Member Contributions
 Bx 7 Fld 28 1998-2008 Board Members and Attendance.

Restricted: No Copies

- Bx 7 Fld 29 2003-2004 Sub-Committee Members
 Bx 7 Fld 30 2004-2005 Sub-Committee Members
 Bx 7 Fld 31 2005-2006 Sub-Committee Members
 Bx 7 Fld 32 2005-2008 Board and Sub-Committee Members.

Restricted: No Copies

- Bx 7 Fld 33 April 2005 Board Member Contributions
 Bx 7 Fld 34 2006-2009 Board Member Affirmation Statement
 Bx 7 Fld 35 2007 Alumni Awards Foundation Program. Duane M. Cady, AUC Alumni and Board Member, is an honoree.
 Bx 7 Fld 36 2008-2009 Board and Sub-Committee Members
 Bx 7 Fld 37 2009-2010 Board and Sub-Committee Members.

Restricted: No Copies

- Bx 7 Fld 38 2010-2011 Board Members **Restricted: No Copies**

Outside Consultants

These are reports and plans from outside consultants presented to the board around the turn of the 21st century. The 1997 accreditation visit almost resulted in a loss of accreditation, and outside consultants were brought in to help the ailing college.

- Bx 7 Fld 39 January 1999 The Education Alliance "Futures Project" Progress Report
 Bx 7 Fld 40 June 1999 The Education Alliance "Futures Project" Progress Report
 Bx 7 Fld 41 July 1999 The Education Alliance "Futures Project" Progress Report and Enclosures
 Bx 7 Fld 42 February 2005 SMMA Proposal for Comprehensive Strategic Plan
 Bx 7 Fld 43 November 2005 Saratoga Associates Campus Planning Session Report

Atlantic Union Executive Committee

These are reports to Union committees about AUC or minutes containing reports or actions regarding AUC. These are by no means comprehensive.

- Bx 7 Fld 44 November 1999 Update and Report to Union Executive Committee by Sylvan Lashley, President

- Bx 7 Fld 45 May 2003 Union Executive Committee Minutes, Union Financial Report, and Administrators' Council Minutes
- Bx 7 Fld 46 November 2009 Report to Union Executive Committee by Norman Wendth, President
- Bx 7 Fld 47 May 2014 Union Executive Committee Minutes regarding Special Appropriation to AUC
- Bx 7 Fld 48 November 2017 Union Executive Committee Minutes and Handouts

IV. Accreditation and Authorization

Permission to grant college-level degrees was first granted by the state of Massachusetts in 1922, the first degree being a Bachelor of Theology. Later, the college received accreditation by the New England Association of Schools and Colleges (NEASC), and the Adventist Church's Board of Higher Education and Adventist Accrediting Association (AAA). This section contains documents related to these accrediting and authorizing bodies, the attempt to find accreditation with the Trans-National Association of Christian Colleges and Schools in 2013, as well as some departmental accreditations.

- Bx 7 Fld 49 1926 "Educational Institutions in Massachusetts Having Authority to Confer Degrees, With Date When Such Authority Was Granted." Lists AUC as having authority to grant the Bachelor of Theology (1923) and Bachelor of Religious Education (1926)
- Bx 7 Fld 50 Copies of February 1933 Act Authorizing the Bachelor of Arts Degree
- Bx 7 Fld 51 1951 Petition to The Board of Collegiate Authority for authorization to grant Bachelors of Science degrees
- Bx 7 Fld 52 1954 Petition to The Board of Collegiate Authority for authorization to grant Bachelors of Science degrees
- Bx 7 Fld 53 1955 Re-Evaluation Reports and Correspondence
- Bx 7 Fld 54 June 1961 Letter from Richard G. King, NEASC Secretary, to R. E. Cleveland, AUC Dean, certifying that the college has been accredited since 1945
- Bx 7 Fld 55 1967 Petition to The Board of Collegiate Authority for authority to grant an Associate of Science degree
- Bx 7 Fld 56 1967 College Self-Evaluation, Library Copy
- Bx 7 Fld 57 1967 College Self-Evaluation with notes from H. E. Douglass, Dean and Acting President
- Bx 7 Fld 58 1967 Division of Nursing Self-Evaluation Report
- Bx 7 Fld 59 1967 Accreditation Materials and Correspondence
- Bx 7 Fld 60 1971 Administrative Reports to General Conference Survey Committee

- Bx 7 Fld 61 1973 Self-Evaluation of Teacher Education
- Bx 7 Fld 62 1975 Re-Evaluation Report of Teacher Education-
Secondary
- Bx 8 Fld 1 1976 Second Draft of Academic Master Plan for Board of
Higher Education
- Bx 8 Fld 2 1976 Department of Nursing Self-Evaluation Report
- Bx 8 Fld 3 1977 Third Draft of Academic Master Plan for Board of
Higher Education
- Bx 8 Fld 4 1977 Self-Evaluation of Teacher Education
- Bx 8 Fld 5 1977 Report to NEASC, Part 1, Faculty Copy
- Bx 8 Fld 6 Binder: 1977-1978 NEASC Self-Study Reports
- Bx 8 Fld 7 1978 Self-Evaluation for NEASC
- Bx 8 Fld 8 1978 Visit Reports from NEASC, GC Board of Regents, and
National Council for Accreditation of Teacher
Education (NCATE)
- Bx 8 Fld 9 Binder: 1978 Board of Regents Self-Study
- Bx 8 Fld 10 1978 Board of Regents Report
- Bx 8 Fld 11 1978 Board of Higher Education Visit Report
- Bx 8 Fld 12 1984 Report to the Visiting Team of the Interstate
Certification Compact
- Bx 8 Fld 13 1984 Department of Nursing Self-Study Report to National
League for Nursing
- Bx 8 Fld 14 1984 Supplemental Materials for Baccalaureate in Nursing
Self-Study
- Bx 8 Fld 15 1988 Report of Self-Study
- Bx 8 Fld 16 1988 Appendices to Self-Study
- Bx 8 Fld 17 1988 Board of Regents Report
- Bx 8 Fld 18 1988 Report of Self-Study, Baccalaureate Nursing Program
- Bx 8 Fld 19 1988 Self-Study Report, Elementary Teacher
- Bx 8 Fld 20 1988 Self-Study Report, Teacher of Business 5-12
- Bx 8 Fld 21 1988 Self-Study Report, Teacher of English 9-12
- Bx 9 Fld 1 1988 Self-Study Report, Teacher of History 9-12
- Bx 9 Fld 2 1988 Self-Study Report, Teacher of Music K-9, 5-12
- Bx 9 Fld 3 1988 Self-Study Report, Teacher of Physical Education 5-12
- Bx 9 Fld 4 November 1990 Letter requesting permission to grant the
Master of Education degree
- Bx 9 Fld 5 December 1990 Letter granting authority to grant the Master
of Education degree
- Bx 9 Fld 6 1993 Five Year Interim Report to NEASC
- Bx 9 Fld 7 1993 Self-Study Report, Teacher of Business
- Bx 9 Fld 8 August 1997 Letter certifying AUC's accreditation since 1945
- Bx 9 Fld 9 1997 NAD Handbook of Accreditation, "Philosophy,
Guidelines, and Criteria" Form B
- Bx 9 Fld 10 1998 Report of Self-Study
- Bx 9 Fld 11 1998 Appendices to Self-Study

- Bx 9 Fld 12 1998 Board of Regents Report
- Bx 9 Fld 13 1999 NEASC Finance & Enrollment Report
- Bx 9 Fld 14 1999 AAA Visit Report
- Bx 9 Fld 15 2000 Draft Financial Resources Document to NEASC
Focused Visit Team
- Bx 9 Fld 16 2001 Response to NEASC Concerns
- Bx 9 Fld 17 2001 NEASC Standards for Accreditation of the Commission
on Institutions of Higher Education
- Bx 9 Fld 18 2001 Show-Cause Report to NEASC (Original) with college
promotional materials
- Bx 9 Fld 19 2001 Show-Cause Report to NEASC (Copy, but better
condition than original above)
- Bx 9 Fld 20 2002 NEASC Report
- Bx 9 Fld 21 2003 Responses to Concerns Raised by 2002 NEASC
Visiting Team
- Bx 9 Fld 22 2003 Request to the NEASC Commission on Institutions of
Higher Learning for Consideration of New Evidence
and Continued Accreditation
- Bx 9 Fld 23 2003 Letter from the Massachusetts Board of Higher
Education certifying AUC's authorization to grant
Associate of Science, Bachelor of Arts, Bachelor of
Science, and Master of Education degrees
- Bx 9 Fld 24 2004 Financial Information for AAA Visit
- Bx 9 Fld 25 February 2004 NEASC Financial Information
- Bx 9 Fld 26 March 2004 NEASC Report Committee Binder
- Bx 9 Fld 27 March 2004 NEASC Report
- Bx 9 Fld 28 August 2004 NEASC Progress Report
- Bx 9 Fld 29 October 2004 Letter to NEASC Visiting Team from George
Babcock, President
- Bx 10 Fld 1 February 2005 Institutional Self-Study for AAA
- Bx 10 Fld 2 February 2005 Financial Report for AAA
- Bx 10 Fld 3 2005 AAA Visiting Committee Report
- Bx 10 Fld 4 2005 NEASC Standards for Accreditation
- Bx 10 Fld 5 August 2005 NEASC Materials
- Bx 10 Fld 6 September 2005 NEASC Site Visit Report
- Bx 10 Fld 7 2006 Year End Report to NEASC
- Bx 10 Fld 8 November 2006 - December 2007 NEASC Correspondence
- Bx 10 Fld 9 February 2009 Show-Cause Report to NEASC
- Bx 10 Fld 10 September 2009 Self-Study for NEASC Visit
- Bx 10 Fld 11 November 2009 Self-Study for AAA Visit
- Bx 10 Fld 12 November 2009 Financial Information for AAA Visit
- Bx 10 Fld 13 December 2009 NEASC Initial Report and "Errors of Fact"
Response from President Norman Wendth
- Bx 10 Fld 14 January 2010 Final NEASC Report with Letters of
Introduction

- Bx 10 Fld 15 February 2010 Response to NEASC Report
- Bx 10 Fld 16 March 2010 AAA Certification of Accreditation with Report of Administrative Visit
- Bx 10 Fld 17 May 2010 Response to Commission on Institutions of Higher Education's Requests
- Bx 10 Fld 18 July 2010 Appeal to NEASC Regarding Vote to Terminate Accreditation
- Bx 10 Fld 19 August 2010 New Evidence Brief to NEASC
- Bx 10 Fld 20 2010 Financial Information for Appeal
- Bx 10 Fld 21 March 2013 Meeting Packet regarding college history and authorization application process. It is not clear what the purpose or outcome of this meeting was.
- Bx 10 Fld 22 Binder: 2013 Institutional Eligibility Requirements for accreditation with the Trans-National Association of Christian Colleges and Schools. This document is many pages long yet largely incomplete.
- Bx 10 Fld 23 2017 Correspondence regarding Renewal of NEASC Accreditation
- Bx 11 Fld 1 2017 AAA Self-Study and Appendices

V. Committees

Aside from the Board of Trustees, AUC had several other committees that provided oversight in various ways. These are arranged in chronological order, those with the earliest records first. Committees with only one folder appear at the end.

Administrative Council

This committee was chaired by the college president and included about eight other administrators. Its actions deal largely with matters of student affairs, such as approving leaves and chapel absences, off-campus living, weddings, and work situations. It sometimes referred items up to the House Committee and Local Board. The March - August Administrative Council minutes are in Bx 13 Fld 7.

- Bx 11 Fld 2 August 1955 - July 1957
- Bx 11 Fld 3 September 1957 - August 1959
- Bx 11 Fld 4 September 1959 - May 1961
- Bx 11 Fld 5 September 1961 - August 1964
- Bx 11 Fld 6 September 1964 - April 1967
- Bx 11 Fld 7 August 1967 - January 1971

House Committee / Administrative Officers Committee

This committee consisted of the president and other primary officers of the college, such as the academic dean, dean of

students, and vice president for finance. This committee oversaw faculty affairs, such as faculty housing and continuing education, as well as departmental purchases. The committee went through several name changes, the primary names being the House Committee, and the Administrative Officers Committee. Some file dates overlap, and some files may be more complete than others.

Bx 11 Fld 8 Notebook: February 1959 - July 1960 (Handwritten)
Bx 11 Fld 9 August 1960 - June 1962
Bx 11 Fld 10 August 1960 - May 1970
Bx 11 Fld 11 August 1967 - December 1977 (newest first)
Bx 11 Fld 12 June 1970 - May 1975
Bx 11 Fld 13 June 1975 - May 1977
Bx 11 Fld 14 June 1977 - May 1978
Bx 11 Fld 15 January 1978 - December 1982 (newest first)
Bx 11 Fld 16 June 1978 - May 1979
Bx 11 Fld 17 June 1979 - May 1980
Bx 12 Fld 1 June 1980 - May 1981
Bx 12 Fld 2 June 1981 - May 1982
Bx 12 Fld 3 January 1983 - December 1989
Bx 12 Fld 4 January 1990 - February 1999
Bx 12 Fld 5 June 1998 - May 1999
Bx 12 Fld 6 February 1999 - December 2002
Bx 12 Fld 7 January 2003 - December 2006
Bx 12 Fld 8 January 2007 - December 2010
Bx 12 Fld 9 June 2010 - May 2011

Executive Committee

This was the executive committee of the Board of Trustees, possibly similar to the earlier "Local Board." It seems that, depending on the leadership of the board, the functions of this committee differed, but in general it took care of employments and major purchases, and did the work that the Board of Trustees delegated to it so it could focus on more pressing issues.

Bx 12 Fld 10 August 1980 - August 1999 Minutes
Bx 12 Fld 11 1983 Agendas and Handouts
Bx 12 Fld 12 1984 Agendas and Handouts
Bx 12 Fld 13 1985 Agendas and Handouts
Bx 12 Fld 14 April 1988 Agenda and Faculty Handbook Revision
Bx 12 Fld 15 July 1999 (Draft?) Minutes

Educational Policies Sub-Committee

This sub-committee of the Board of Trustees is also called the Academic Policies Sub-Committee and the Academic Sub-

Committee. Other minutes from this committee may be interfiled under Board of Trustees and Board of Trustees Supplemental above.

Bx 13 Fld 1 March 1990
Bx 13 Fld 2 November 1990
Bx 13 Fld 3 March 1991
Bx 13 Fld 4 February 2005

Other Committees

Below are committees with only one folder pertaining to each of them. Additional minutes may be interfiled under Board of Trustees and Board of Trustees Supplemental above.

Bx 13 Fld 5 College/Union Officers Committee, January 1972 - May 1974
Bx 13 Fld 6 President's Council, September 1976 - February 1979
Bx 13 Fld 7 Joint Council [administration + faculty] June 1984 - March 1996. March-August 1997
Administrative Council also included. The Joint Council was set up by President Larry Lewis in response to several incidents during the 1983-1984 school year. For more information, see the minutes for the May 1984 Faculty Meeting.
Bx 13 Fld 8 February 1993 Student Services Sub-Committee

VI. Presidential

Presidential Correspondence

Articles and Open Correspondence

These are public statements from AUC's presidents to large groups of individuals, such as the constituency, or the faculty, as well as articles written by the president for publication during his term in office.

Bx 13 Fld 9 William G. Nelson, "Contributing Causes of the Current Financial Situation at Atlantic Union College," May 1971
Bx 13 Fld 10 December 1976 - January 1977 "Direct from AUC" and February 1977 - August 1980 "Person to Person," newsletters from the president's office during the term of R. Dale McCune.
Bx 13 Fld 11 "Academically Underprepared Students, a

Challenge to AUC” by Lawrence Geraty and Roberto Eubanks, Director of Retention, in *Concerns for Achieving Retention in Education at AUC* newsletter. No date.

Bx 13 Fld 12 Lawrence Geraty, “President Geraty’s Rx for Cultural Success at Atlantic Union College,” 1991

Bx 13 Fld 13 August 1, 1994, Letter to the Constituency from James J. Londis, introducing himself, vowing to uphold Adventist “standards”, and addressing other concerns

Private Correspondence

These are letters and emails written to or from AUC’s president that were not intended for a public audience. Researchers who read these will gain insight into the personality and leadership style of the presidents, as well as snapshots of issues facing the college.

Bx 13 Fld 14 July 27, 1932 Letter from Massachusetts State Senator Thomas H. Johnston to AUC President Otto M. John in response to his question regarding student labor laws

Bx 13 Fld 15 May 31, 1996 Letter from Loma Linda University to Clifford Sorensen regarding collaboration with and assistance to AUC

Bx 13 Fld 16 August 18-20, 1999 To Do List from Sylvan Lashley to his Administrative Assistant

Bx 13 Fld 17 February 2015 - February 2016 Avis Hendrickson’s Correspondence

Bx 13 Fld 18 January - November 2017 Avis Hendrickson’s Correspondence

Presidential Installations, Evaluations, and Farewells

These are materials relating to the coming and going of AUC’s presidents, as well as evaluations. More presidential evaluations can be found in great detail in the Board of Trustees Minutes.

Bx 13 Fld 19 Lists of Principals and Presidents. The final list also includes interim presidents, based on information found in this collection.

- Bx 13 Fld 20 June 1980 Farewell Reception for R. Dale McCune
- Bx 13 Fld 21 September 1980 Presidential Installation for Larry Lewis
- Bx 13 Fld 22 October 1985 Welcome Reception for Lawrence Geraty
- Bx 13 Fld 23 January - February 1994 Articles regarding appointment of James J. Londis
- Bx 13 Fld 24 April 1996 Memo with Minutes from Presidential Search Committee
- Bx 13 Fld 25 May 1996 Memo from James J. Londis and promotional flyer announcing N. Clifford Sorensen as Interim President
- Bx 13 Fld 26 August 2003 Presidential Installation for George Babcock
- Bx 13 Fld 27 May 2006 Presidential Evaluation of George Babcock
- Bx 13 Fld 28 June 2007 Labor-of-Love Gifts for Norman Wendth
- Bx 13 Fld 29 June 2011 Presidential Evaluation of Norman Wendth

V. Finances

This section includes information on the college's financial and physical assets, including financial reports, audits, and fund-raising, as well as buildings, property, and equipment.

Finance Committee

The Finance Committee was a sub-committee of the Board of Trustees. Unless otherwise stated, these are the packets given to members of the Finance Committee, a Sub-Committee of the Board of Trustees.

- Bx 13 Fld 30 October 1996 - December 2000 Committee Minutes
- Bx 13 Fld 31 October 1996
- Bx 13 Fld 32 October 1996, with notes from Sylvan Lashley, President
- Bx 13 Fld 33 December 1996
- Bx 13 Fld 34 February 1997
- Bx 13 Fld 35 March 1997
- Bx 13 Fld 36 April 1997
- Bx 13 Fld 37 May 1997
- Bx 13 Fld 38 March 1998
- Bx 13 Fld 39 April 1998
- Bx 13 Fld 40 August 1998
- Bx 13 Fld 41 September 1998
- Bx 13 Fld 42 January 1999
- Bx 13 Fld 43 March 1999
- Bx 13 Fld 44 May 1999

Bx 13 Fld 45 September 1999
Bx 13 Fld 46 November 4, 1999
Bx 13 Fld 47 November 8, 1999
Bx 13 Fld 48 December 1999
Bx 13 Fld 49 February 2000
Bx 13 Fld 50 July 2000
Bx 13 Fld 51 July 2000, with transparencies
Bx 13 Fld 52 February - May 2001 Minutes, Notes, and
Correspondence
Bx 13 Fld 53 May 2001 - May 2002 Minutes
Bx 14 Fld 1 November 2001 - May 2002 Minutes, Notes, and
Correspondence
Bx 14 Fld 2 April 2002
Bx 14 Fld 3 August 2002
Bx 14 Fld 4 April 2003
Bx 14 Fld 5 April 2004
Bx 14 Fld 6 June - November 2004
Bx 14 Fld 7 February - May 2005
Bx 14 Fld 8 November 2006 - May 2007
Bx 14 Fld 9 April - May 2007 Ad Hoc Budget Committee Minutes
Bx 14 Fld 10 May 2007 - March 2008
Bx 14 Fld 11 September 2007 Finance Committee Statement of
Purpose and Duties
Bx 14 Fld 12 January - May 2008
Bx 14 Fld 13 June - December 2008
Bx 14 Fld 14 June 2008 - March 2009 Minutes
Bx 14 Fld 15 September 2008 Draft Minutes
Bx 14 Fld 16 July 2009 - May 2010
Bx 14 Fld 17 February 2011
Bx 14 Fld 18 March 2011
Bx 14 Fld 19 May 2011

Financial Reports

Most financial reports can be found in Board of Trustees Supplemental and Finance Committee above. The financial reports presented here are not explicitly linked to either committee.

Bx 14 Fld 20 1914-1922
Bx 14 Fld 21 March 1943 Revenue and Expenses
Bx 14 Fld 22 August 1983
Bx 14 Fld 23 September 1985
Bx 14 Fld 24 May 1996
Bx 14 Fld 25 February 2002 Financial Documents from Sylvan
Lashley's files
Bx 14 Fld 26 September 2002

Bx 14 Fld 27 March 2003
Bx 14 Fld 28 May 2012
Bx 14 Fld 29 July 2012
Bx 14 Fld 30 September 2012
Bx 14 Fld 31 September 2013
Bx 14 Fld 32 May 2014
Bx 14 Fld 33 July 2014
Bx 14 Fld 34 November 2014
Bx 14 Fld 35 January 2015
Bx 14 Fld 36 February 2015
Bx 14 Fld 37 March 2015

Budgets

For a complete picture of the college's budgets, a researcher should examine the Board of Trustees and Finance Committee materials above.

Bx 15 Fld 1 2003-2004
Bx 15 Fld 2 2004-2005
Bx 15 Fld 3 2004-2005 Revised
Bx 15 Fld 4 2009-2014 Proposed 5-Year Budget
Bx 15 Fld 5 2016-2017

Audits

Bx 15 Fld 6 August 1925 Auditor's Report from Charles L. Kilgore
Bx 15 Fld 7 1967 Audited Financial Statement
Bx 15 Fld 8 1968 Audited Financial Statement
Bx 15 Fld 9 1970 Audited Financial Statement
Bx 15 Fld 10 1984-1985 Audited Financial Statement
Bx 15 Fld 11 Binder: 1991-1995 Auditor's Reports and Financial Statements (newest first)
Bx 15 Fld 12 1997-2003 Auditor's Reports and Financial Statements, including Management Letter and College Response (newest first)
Bx 15 Fld 13 2004-2015 Auditor's Reports and Financial Statements, including Management Letter and College Response (newest first)
Bx 15 Fld 14 October 2015 Audit Letter from Knutte & Associates

Stocks and Bonds

This section provides a few snapshots of stocks and bonds both held and given by SLA, but is not comprehensive.

Bx 15 Fld 15 Information Card for a original stock certificate from

1893. The actual certificate is not present in this collection.

Bx 15 Fld 16 November 1906 Note signed by D. W. Johnson terminating his membership in and withdrawing all stock from the South Lancaster Academy Corporation

Bx 15 Fld 17 1910 Correspondence between William H. Graham and Charles C. Ramsay regarding a bond SLA had from Income Realty Investors of New York City. Included are two letters from Ramsay and a receipt for a New York Draft. Interestingly, in the second letter Ramsay, manager of the bond department but a previous principal of SLA, states that he will be sending Graham some pamphlets published by the American Unitarian Association. According to a brief search of the Ellen White Writings website, Ramsay had apostatized around 1888, the year he ended his term as principal of SLA. For more information search for "Ramsay" and "Ramsey" on egwwritings.org.

Bx 15 Fld 18 January 1911 Annuity Bond for \$500 from Sarah B. Stewart to SLA

Bx 15 Fld 19 March 1913 Annuity Bond for \$200 from Sarah B. Stewart to SLA

Bx 15 Fld 20 April 1914 Annuity Bond for \$200 from Sarah B. Stewart to SLA

Bx 15 Fld 21 March 1939 Letter from American Cereal Food Corporation regarding their plan of reorganization, transmitting a bond for \$2,650 and a check for \$29.93 in payment of AUC's claim against the corporation.

Checks and Promissory Notes

These give a snapshot of payments to and from the college during its first 60 years.

Bx 15 Fld 22 1884-1940 "Old Notes Redeemed" Box of Checks Written. This is not a complete collection, but provides a snapshot of the institution's expenses during this time. Some checks have letters attached with additional details. A few received checks are in this box as well.

Bx 15 Fld 23 1900-1901 Bank Deposit Slips

Bx 15 Fld 24 May 1901 - August 1908 Check Book

- Bx 15 Fld 25 May 1908 - February 1910 Check Book
- Bx 15 Fld 26 February 1910 - January 1911 Check Book
- Bx 16 Fld 1 April 1911 - January 1913 Check Book
- Bx 16 Fld 2 January 1914 - September 1918 Check Book
- Bx 16 Fld 3 May 1941 Check from Mitchell Gasplan for \$60 for the AUC Student Loan Fund
- Bx 16 Fld 4 1944 Check from Gerald T. Garris to AUC, endorsed by June O. Gibson, Treasurer

Receipts for Purchases

These two items are kept together for the purpose of contrasting the types of purchases over a span of 100 years.

- Bx 16 Fld 5 1910-1914 Receipts for and Information regarding Typewriters
- Bx 16 Fld 6 2010 "Tract-It! Audit Tier 1" Software Receipt

Correspondence regarding Financial Matters

This correspondence from the turn of the 20th century provides a snapshot of financial requests.

- Bx 16 Fld 7 Note regarding a financial agreement between C. L. Lake and Bro. Farnsworth. No date.
- Bx 16 Fld 8 January 1898 Letter from J. H. Haughey, SLA Principal, to the Treasurer of SLA requesting payment of \$10 to M. A. Vroman, charged to his own giving to the Worthy Students Fund.
- Bx 16 Fld 9 January 1898 Letter from W. A. Wilcox to H. B. Tucker requesting payment of \$10.00 to M. A. Vroman of the So. Lancaster Home and Foreign Mission Society, charged to his account.
- Bx 16 Fld 10 January 1898 Letter from L. M. Hull to H. B. Tucker requesting payment of \$10.00 to M. A. Vroman of the So. Lancaster Home and Foreign Mission Society, charged to his account.
- Bx 16 Fld 11 February 1898 Letter from W. H. Edwards to H. B. Tucker, SLA Treasurer, regarding a past due bill
- Bx 16 Fld 12 January 1906 Letter from J. B. Goodrich to G. W. Palmer, SLA Treasurer, requesting that the college keep the interest due as a donation.

Tax Documents

While functioning as a non-profit, the college still had to submit

reports to the Town's Board of Assessors. For information on the lawsuit between SLA and the Board that ended up in the Massachusetts Supreme Judicial Court, see Bx 1 Fld 51-52.

Bx 16 Fld 13 1914-1935 Reports to the Board of Assessors of the
Town of Lancaster

Bx 16 Fld 14 November 1933 Certification of Exemption from
Collection of Federal Tax on Admissions for a
lecture held at AUC

Insurance Policies

These policies are all from the same decade and will give researchers a snapshot of insurance policies from this era. They also provide information about buildings and vehicles owned by the college.

Fire Insurance

It appears that AUC often held multiple fire insurance policies. During the 1948-1949 school year, they had two policies for \$100,000 each, a third policy for \$12,000, a fourth for \$25,000, and a fifth (through the GC) for \$106,666.66, totaling \$343,666.66 worth of fire insurance in five different policies during that school year.

Bx 16 Fld 15 1942-1944 Fireman's Fund Fire Insurance
Policy. Includes a list of all the buildings
on the property, including two new
buildings.

Bx 16 Fld 16 June 1943 Letter from Amos T. Saunders to
AUC enclosing the fire insurance policy
for a farm property purchased by AUC
from A. Harris Paton.

Bx 16 Fld 17 October 1943 Addition of farm buildings to fire
insurance policy

Bx 16 Fld 18 June 1944 Letter from General Conference of
Seventh-day Adventists Insurance
Service reinstating "\$809.62 insurance."

Bx 16 Fld 19 1944-1947 Fireman's Fund Fire Insurance
Policy

Bx 16 Fld 20 1946 Queen Fire Insurance Policy on
Gymnasium

Bx 16 Fld 21 1946-1949 International Insurance Company
Fire Insurance Policy through the
General Conference

Bx 16 Fld 22 1946-1949 Aetna Insurance Company Fire

Insurance Policy

Bx 16 Fld 23 1946-1949 Massachusetts Fire and Marine Insurance Policy

Bx 16 Fld 24 1948 American Eagle Fire Insurance Policy

Bx 16 Fld 25 1948 Royal Fire Insurance Policy

Vehicle Insurance

As mentioned above, vehicle insurance policies provide information about the types of vehicles owned by the college, as well who at the college could have their vehicle insured by the college.

Bx 16 Fld 26 May 1944 Change of Motor Vehicle Forms to add 1936 Silver King Tractor and 1942-11 Farmall Tractor to the Utica Mutual Insurance Policy

Bx 16 Fld 27 1947 Motor Vehicle Liability Policy for G. Eric Jones, President

Bx 16 Fld 28 November 1947 Fleet Endorsement Change of Automobile to add 1946 Chevrolet Trailer

Bx 16 Fld 29 1949 Aetna Insurance Company Declarations and Fleet Schedule

Bx 16 Fld 30 January 1950 Utica Mutual Insurance Policy for Mary J. McConaughey for 1946 Chevrolet Fleetline Tudor, and Change of Vehicle Form

Bx 16 Fld 31 January 1950 Utica Mutual Insurance Policy on 1948 Dodge D116 1 Ton Truck

Bx 16 Fld 32 1950 Change of Motor Vehicle Form, excluding 1942 Farmall Farm Tractor for 1950 Ferguson Tractor

Bx 16 Fld 33 1950 Motor Vehicle Policy for two Chevrolet pickup trucks

Bx 16 Fld 34 1950 Motor Vehicle Policy for Chester E. Kellogg, Manager

Bx 16 Fld 35 1950 Aetna Insurance Company Declarations and Fleet Schedule, with Change of Automobiles form adding 1950 Ferguson Tractor

Bx 16 Fld 36 February 1951 Automobile Accident Report, vehicle owned by Lewis N. Holm, President, driven by Frederick R. Bennett while transporting students

Other Insurance Policies

These are policies unrelated to fire or vehicles. Of special interest is the first policy, which provided for war damages during WWII.

Bx 16 Fld 37 August 1942 War Damage Corporation
Insurance against enemy attack or US
military defense

Bx 16 Fld 38 1947-1949 Forgery and Check Alteration Bond

Bx 16 Fld 39 1949 Standard Workmen's Compensation and
Employers' Liability Policy

Fund-Raising

This section contains a variety of fund-raising efforts spread out evenly over the existence of the college. A few department-specific fund-raisers are found further down in the collection with their specific industry or department.

Bx 16 Fld 40 1892 Pledges given at Corland, NY for SLA and 1896
Pledges given at Oswego Falls, NY for SLA
and Foreign Missions (first two pages pasted
together)

Bx 16 Fld 41 1938 "Gateway to the Mission Field" Brochure

Bx 16 Fld 42 1968 "What do you do with an 86-year-old college?"
Brochure for Union-wide Sabbath Offering

Bx 16 Fld 43 1981 "Why do you people keep asking me for
money?" Annual Giving Brochure

Bx 16 Fld 44 Brochure for "100 Ambassadors 100% for AUC."
Purpose was the creation of a "Committee of
100" of donors who gave \$500 per year. No
date.

Bx 16 Fld 45 1991 AUC Venezuela Project Donation Form

Bx 16 Fld 46 Staff Payroll Deduction Form for "College Gift
Program." No date.

Bx 16 Fld 47 1996 Thank You Letter to Donor from Mark Hyder

Bx 16 Fld 48 2002 AUC Offering Brochure

Bx 16 Fld 49 2007 Christmas Fund-raising Card from Norman
Wendth, President

Bx 16 Fld 50 2017 President's VIP Reception and Fund-Raiser
Program

Annual Reports

These reports were sent to all the alumni and included names and amount categories of donors.

Bx 16 Fld 51 1985
Bx 16 Fld 52 1986
Bx 16 Fld 53 1987
Bx 16 Fld 54 1988
Bx 16 Fld 55 1989
Bx 16 Fld 56 1990
Bx 16 Fld 57 1991 (year misprinted)
Bx 16 Fld 58 1992
Bx 16 Fld 59 1993
Bx 16 Fld 60 1995

Three-Dimensional Objects

These items were sent to donors as gifts of appreciation for their donations.

Bx 16 Fld 61 2 Ceramic Plates, c.1950s, with aerial view of campus on face, and history of AUC on back.

Bx 16 FI 61a Metal Paperweight with "Member Committee of 100" on the edges, and the AUC seal in the center. Transferred from the Gilbert-Tymeson Collection, likely belonging to Sydney and Miriam Tymeson, both alumni of SLA and LJC.

Bx 16 Fld 62 Annual Christmas Tree Ornament Series. These were given as gifts to contributors to the Annual Fund, and other donors. Information about the ornaments is contained in this folder. The following ornaments are placed after the folder:

Ornament 2: 1986 Haskell Hall

Ornament 5: 1989 The White House

Ornament 6: 1990 William G. Nelson
Fieldhouse

Ornament 7: 1991 G. Eric Jones Library

Ornament 8: 1992 E. Edgar Miles Hall

Ornament 9: 1993 Mabel R. Bartlett Art
Gallery

Ornament 10: 1994 Prescott House

Ornament 11: 1995 Chan Chun Dining
Commons

Ornament: Science Complex

Bx 16 Fld 63 Alumni Mug with "auc.edu" printed on it

Buildings and Equipment

This section contains much information on the buildings and building projects, equipment, and property held by AUC.

Architecture of AUC

After the books describing AUC's architecture, information on various buildings is arranged alphabetical order by building name.

- Bx 16 Fld 64 1981 Book: "The Architecture of Atlantic Union College"
- Bx 16 Fld 65 1986 Book: "The Architecture of Atlantic Union College"
- Bx 16 Fld 66 Chan Shun Dining Commons Planning Materials
- Bx 39 Fld 1 O.S. 1990 Chan Shun Dining Commons Architecture Proposal
- Bx 16 Fld 67 Chan Shun Dining Commons Proposals for Moving Academic Departments due to Demolition of Prescott House
- Bx 16 Fld 68 Chan Shun Dining Commons Inauguration, September 1995
- Bx 16 Fld 69 East West Hall Photograph Block
- Bx 17 Fld 1 Founders Hall Sketch
- Bx 17 Fld 2 Founders Hall 1976 Dedication Program
- Bx 17 Fld 3 Founders Hall 1980 National Register of Historic Places Certificate
- Bx 17 Fld 4 Founders Hall 1984 Centennial Celebration Materials
- Bx 17 Fld 5 Founders Hall Tour Notes from John Wood, Professor of Religion
- Bx 17 Fld 6 G. Eric Jones Library Building Program and Minutes of the Library Building Committee
- Bx 17 Fld 7 G. Eric Jones Library Sketches
- Bx 17 Fld 8 Gymnasium Photograph Block, building completed 1947
- Bx 17 Fld 9 Rochelle Philmon Kilgore Chapel 1964 Dedication Program
- Bx 17 Fld 10 Lenheim Hall History, Joe Mesar, "On Lenheim Hall," 1969.
- Bx 17 Fld 11 Longacre Hall 1958 Dedication Attendee Signatures
- Bx 17 Fld 12 Longacre Hall 1981 Fire Information
- Bx 17 Fld 13 Prescott House Photograph Block

Bx 17 Fld 14 Ross Manor Fire Information
Bx 17 Fld 15 Thayer Estate History
Bx 17 Fld 16 Thayer Estate Photograph Block
Bx 17 Fld 17 Unknown Building Photograph Block

Building and Maintenance Projects

The bulk of these projects were conducted during the presidency of G. Eric Jones, but information for a few projects at the beginning and end of the college's history rounds out this section well.

Bx 17 Fld 18 1897 Academy Barn Contract, Bills, Receipts, and other documents
Bx 17 Fld 19 July 7, 1899 Contract for Installation of Heating Apparatus
Bx 17 Fld 20 1933 Letter indicating permission from the Town of Lancaster to construct a sidewalk on Flag Street
Bx 17 Fld 21 February 1943 Warranty Document for radial chimney constructed by the E. W. Brainerd Company
Bx 17 Fld 22 July 1943 - April 1944 Work Order, Certificates of Payment Due and Statements of Account for construction of Central Heating and Power Plant, Machine Shop, and Steam Laundry Building
Bx 17 Fld 23 September 1943 - May 1944 Certificates of Payment Due and Statements of Account for construction of Woodworking Shop
Bx 17 Fld 24 October 1943 - March 1944 Certificates of Payment Due and Statements of Account for construction of underground pipe tunnels
Bx 17 Fld 25 April 1944 Final Requisition and Work Order for maintenance and minor construction
Bx 17 Fld 26 August 1944 Certificate of Payment Due for work on house foundations and sewage disposal
Bx 17 Fld 27 Document with the Scope of Work for an unnamed building project. Details of document may aid someone familiar with the campus to identify building. The building contains toilet facilities and

a store room in the basement, offices and "Bursar's Room" on the first floor, an auditorium on the second floor, and a classroom and office on the third floor.

Bx 17 Fld 28 Maranatha Flights International Thank You brochure, with photographs of work done by Maranatha volunteers. No date.

Bx 17 Fld 29 2012 Estimate from Thayne Enrich Design, LLC, for renovations to the G. Eric Jones Library

Bx 17 Fld 30 March 2016 Underground Tank Removal Proposals

Property

This section contains information about property the college owned both on and adjacent to the campus, and elsewhere in New England.

Bx 17 Fld 31 January 1899 Letters between William A. Wilcox and John E. Liederman regarding property transfers. Some parts are unreadable due to pages pasted together.

Bx 17 Fld 32 August 1903 Statement regarding property in West Hartford, CT and opinion regarding sale of the property. Author unknown.

Bx 17 Fld 33 1938 Sketch of Campus Roads from AUC to Herbert Parker, Attorney. Notes specify that Orchard Way is privately owned and maintained by the college.

Bx 17 Fld 34 July 1938 Statement of Opinion from Morton C. Jaquith, Counsellor-at-Law, to Chester E. Kellogg, AUC Treasurer, regarding a foreclosed property purchased by the college.

Equipment

This section provides data on various pieces of equipment owned by the college, ranging from clocks to junk vehicles.

Bx 17 Fld 35 Data on maintenance form for and locations of Watchman's Clocks. No date.

Bx 17 Fld 36 Lock Combinations for Safes dated 1899 and

1901

- Bx 17 Fld 37 May 1901 Contract for the purchase of safes from H. H. Stacy
- Bx 17 Fld 38 Key to the safe in the President's Office and 1922 warranty for the safe
- Bx 17 Fld 39 February 1935 Contract in which AUC agrees to purchase a "Dexter Folder #6206" from the E. E. Miles Estate for \$500, minimum payment of \$5 per week. A payment record is attached, and the bill was paid in full early, in June 1936.
- Bx 17 Fld 40 c. 1935 Auto Titles and other documents for two vehicles, a Ford Model A and a "junk Oakland sedan"
- Bx 17 Fld 41 June 1950 letter transferring a trailer house from AUC to Franklyn Porte

Building and Equipment Inspections

These are a few records from state inspectors of building conditions, and provide information about the size and capacity of buildings at that time.

- Bx 17 Fld 42 1908-1914 Boiler Inspections
- Bx 17 Fld 43 December 1910 Building Inspection Report requiring compliance with code specifying fire escapes, outward-opening doors, and exit signs.
- Bx 17 Fld 44 1926 Inspection Certificate from the Massachusetts Department of Public Safety listing the academy building as having the capacity for 300 pupils at the time of inspection. Certificate is valid for three years. Four identical copies.
- Bx 17 Fld 45 1926 Inspection Certificate from the Massachusetts Department of Public Safety listing the science building as having the capacity for 60 pupils at the time of inspection. Certificate is valid for three years. Four identical copies.
- Bx 17 Fld 46 1929 Inspection Certificate from the Massachusetts Department of Public Safety listing the J. T. Browning Memorial building as having the capacity for 75 pupils at the time of inspection. Certificate is valid for three

years. Four identical copies.

Industries and Tenants

Like most Adventist institutions, SLA and AUC had several industries to provide employment for students and supplement the college's income. Other industries were tenants that the college rented out to. These are arranged in alphabetical order below.

Bx 17 Fld 47 Academy Shop Collection, including personal letters from Carol Herzberg to her parents, Fritz and Sandra Herzbeg, who appear to have operated the shop and owned the building, receipts and orders, and a letter indicating from AUC Business Manager Don Cantrell indicating the intention to discontinue renting the space. This folder is still in much the same order as was kept in the Library Heritage Room.

Bx 17 Fld 48 New England Broom and Brush Company October 1898 Contract between the Broom and Brush Co. and Frank L. Kirme, who worked 101 days there. An account of his board is pasted to the document.

Bx 40 Fld 1 O. S. New England Broom and Brush Company 1898-1914 Journal (General Ledger)

Bx 17 Fld 49 Dairy 1900 Certificate of Inspection of Cattle, Sheep and Swine. Certifies that SLA's 4 cows in milk, 2 dry and not fattening cows, and 2 oxen show no signs of tuberculosis or other contagious disease.

Bx 17 Fld 50 Dairy c. 1932 Cottage Cheese Container Labels

Bx 17 Fld 51 Woodworking Shop and Printing Press donor list, possibly 1927, for building and equipment for woodworking and printing. No date.

Bx 17 Fld 52 Updated Donor List for building and equipment for woodworking and printing. No date.

VI. Academic Affairs

This section is presented in the order a student would experience an academic program, beginning with enrollment and concluding with graduation. Academic Bulletins are housed elsewhere in the Center for Adventist Research.

Enrollment

Materials found here include the promotional materials used to advertise the college, as well as information on financial aid and college days.

Promotional Materials

These brochures and calendars, are arranged first in alphabetical order by kind, and in chronological order within that kind. Other materials are presented afterwards in approximate chronological order.

- Bx 17 Fld 53 Brochures 1915 "Views of South Lancaster Academy" photograph book
- Bx 17 Fld 54 Brochures c. 1928-1936 "A Book of Views."
Two books with photographs of campus and students.
- Bx 17 Fld 55 Brochures 1948-1959
- Bx 17 Fld 56 Brochures 1960-1979
- Bx 17 Fld 57 Brochures 1980-1999
- Bx 17 Fld 58 Brochures 2000-2018
- Bx 17 Fld 59 Calendar 1909-1910
- Bx 17 Fld 60 Calendar 1928-1929 (2)
- Bx 17 Fld 61 Calendar 1963-1964
- Bx 17 Fld 62 Calendar 1965-1966
- Bx 17 Fld 63 Calendar 1973-1974
- Bx 17 Fld 64 Calendar 1974-1975
- Bx 17 Fld 65 Calendar 1975-1976
- Bx 17 Fld 66 Calendar 1976-1977
- Bx 17 Fld 67 Calendar 1977-1978
- Bx 17 Fld 68 Calendar 1978-1979 (pages missing)
- Bx 17 Fld 69 Calendar 1979-1980
- Bx 17 Fld 70 Calendar 1980-1981
- Bx 17 Fld 71 Calendar 1981-1982
- Bx 17 Fld 72 Calendar 1982-1983
- Bx 17 Fld 73 Calendar 1983-1984
- Bx 17 Fld 74 Calendar 1984-1985
- Bx 17 Fld 75 Calendar 1985-1986
- Bx 17 Fld 76 Calendar 1986-1987
- Bx 17 Fld 77 Calendar 1987-1988
- Bx 17 Fld 78 Calendar 1988-1989
- Bx 17 Fld 79 Calendar 1989-1990
- Bx 17 Fld 80 Calendar 1990-1991
- Bx 17 Fld 81 Calendar 1991-1992
- Bx 17 Fld 82 Calendar 1992-1993
- Bx 17 Fld 83 Calendar 1993-1994
- Bx 17 Fld 84 Calendar 1994-1995
- Bx 17 Fld 85 Calendar 1995-1996
- Bx 17 Fld 86 Calendar 1996-1997
- Bx 17 Fld 87 Calendar 1997-1998
- Bx 17 Fld 88 Calendar 1998-1999

Bx 17 Fld 89 Calendar 1999-2000
Bx 17 Fld 90 Calendar 2000-2001
Bx 17 Fld 91 Calendar 2001-2002
Bx 17 Fld 92 Calendar 2002-2003
Bx 17 Fld 93 Calendar 2003-2004
Bx 17 Fld 94 Calendar 2004-2005
Bx 17 Fld 95 Calendar 2005-2006
Bx 17 Fld 96 Calendar 2006-2007
Bx 17 Fld 97 Calendar 2007-2008
Bx 17 Fld 98 Calendar 2008-2009
Bx 17 Fld 99 Calendar 2009-2010
Bx 17 FI 100 Notepads c. 1938
Bx 18 Fld 1 Fan c. 1943
Bx 18 Fld 2 Fan 1944-1945 (2)
Bx 18 Fld 3 Fan. No date. See Bx 19 Fld 87 for donor
information
Bx 18 Fld 4 VHS Tape c. 2006
Bx 18 Fld 5 AUC Decals
Bx 18 Fld 6 Keychain
Bx 18 Fld 7 AUC Pens and Pencil from Display
Bx 18 Fld 8 Recruiting Letter and Poster 2016

College Days

Programs to recruit high school seniors to enroll as freshmen.

Bx 18 Fld 9 1941-1995 College Days Schedules and
Memos
Bx 18 Fld 10 1981 College Days Future Student Packet

Admissions

Two admissions packets, one from the 1990s, the other from 2015 during the college's attempted revival.

Bx 18 Fld 11 c. 1990s Admissions Packet
Bx 18 Fld 12 2015 Application for Undergraduate
Admissions

Financial Aid

A few items displaying the cost of education as well as available scholarships.

Bx 18 Fld 13 1900 Board and Tuition Bill to Mrs. M. L.
Shepherd
Bx 18 Fld 14 May 1944 Notes on Student Accounts Banked

at Clinton Trust Co.

Bx 18 Fld 15 c. 1980s List of Student Scholarships

Bx 18 Fld 16 1985 Memo from Student Finance announcing
a scholarship for students who work on
campus

Bx 18 Fld 17 1985-1986 Financial Aid Guide

Bx 18 Fld 18 1992-1993 Financial Aid Guide

Other Enrollment Department Materials

Bx 18 Fld 19 Enrollment Data for 1965-1970, 1989.
Transferred here from Board of Higher
Education (Collection 366).

Bx 18 Fld 20 Fall 1994 Enrollment Memos

Bx 18 Fld 21 1995 Parents Weekend Program

Bx 18 Fld 22 1996 Camp Meeting Recruiting Schedule

Bx 18 Fld 23 2002 Parents Weekend Program

Bx 18 Fld 24 2007-2008 Calendar Updates

Class Schedules

These are lists of all classes taught at the college, including days,
times, room, and professors.

Bx 18 Fld 25 1968-1969

Bx 18 Fld 26 1969-1970

Bx 18 Fld 27 1970-1971

Bx 18 Fld 28 Spring 1971

Bx 18 Fld 29 1971-1972

Bx 18 Fld 30 1972-1973

Bx 18 Fld 31 1973-1974

Bx 18 Fld 32 1974-1975

Bx 18 Fld 33 1975-1976

Bx 18 Fld 34 1976-1977

Bx 18 Fld 35 1977-1978

Bx 18 Fld 36 1978-1979

Bx 18 Fld 37 1979-1980

Bx 18 Fld 38 1980-1981

Bx 18 Fld 39 1981-1982

Bx 18 Fld 40 1982-1983

Bx 18 Fld 41 1983-1984

Bx 18 Fld 42 1984-1985

Bx 18 Fld 43 1985-1986

Bx 18 Fld 44 1986-1987

Bx 18 Fld 45 1987-1988

Bx 18 Fld 46 1988-1989

Bx 18 Fld 47 1989-1990
Bx 18 Fld 48 1991-1992
Bx 18 Fld 49 Spring 1992
Bx 18 Fld 50 1993-1994
Bx 18 Fld 51 1994-1995
Bx 18 Fld 52 1995-1996
Bx 18 Fld 53 2003-2004
Bx 18 Fld 54 2007-2008

Summer Session and Other Programs

These are brochures for summer and other programs. Bulletins for these programs can be found elsewhere in the Center for Adventist Research.

Bx 18 Fld 55 1961-1969
Bx 18 Fld 56 1970-1979
Bx 18 Fld 57 1980-1987
Bx 18 Fld 58 1993-1995
Bx 18 Fld 59 2001-2007
Bx 18 Fld 60 1954-1955 Fort Devrens Extension Program
Bx 18 Fld 61 1983-1991 Intercession

Teacher Loads

These show the amount of hours taught by each professor.

Bx 18 Fld 62 1966-1967
Bx 18 Fld 63 1967-1968
Bx 18 Fld 64 1968-1969
Bx 18 Fld 65 1969-1970

Academic Events

Convocations and Chapels

These are programs from a few required assemblies. Spiritual programs are found below under Student Life.

Bx 18 Fld 66 1976-1996 Honors and Awards Recognition Chapel Program. For 1990, 1991, and 1992 programs, see Bx 21 Fld 80.
Bx 18 Fld 67 1994-2007 Opening Convocation Programs

Lecture Series

These are academic events featuring lectures to students. Of note here is the G. Eric Jones Lecture Series, which provides full text of the lectures.

- Bx 18 Fld 68 July 1935 Contract to have Dr. Thomas C. Poulter, antarctic explorer, lecture at AUC for a Saturday evening program, October 1935
- Bx 18 Fld 69 July 1935 Contract to have Norman Hapgood, journalist and former Minister to Denmark, to lecture on "International Hot Spots" at AUC for a Saturday evening program, January 1936
- Bx 18 Fld 70 1966 G. Eric Jones Lecture Series Transcriptions, "In Search of Mental Health," by Dr. C. E. Wittschiebe
- Bx 18 Fld 71 1967 G. Eric Jones Lecture Series Program, "Marxism's Impact on the Twentieth Century," by Alonzo L. Baker
- Bx 18 Fld 72 1968 G. Eric Jones Lecture Series Transcriptions, "The Christian and Social Change," by Dr. Jack W. Provonsha
- Bx 18 Fld 73 1969 G. Eric Jones Lecture Series Transcriptions, "God in a Scientific Age," by Dr. R. M. Ritland
- Bx 18 Fld 74 1971 G. Eric Jones Lecture Series Transcriptions by George Target. Note the irony in the first paragraph where Target says he is "unnerved" to think that his words will someday be "placed in the same room with the first copies of the Youth Instructor."
- Bx 18 Fld 75 2006-2007 Faculty Lecture Series Flyers
- Bx 18 Fld 76 2007-2008 Faculty Lecture Series Flyers

Records of Credits Earned

These books contain credits transferred to the college, and credits earned while at the college. These credits are not official. Official Transcripts for Atlantic Union College may be secured by contacting the records office at Southwestern Adventist University.

- Bx 29 Fld 1** O.S. 1894-1913 South Lancaster Academy
- Bx 26 Fld 1 1901-1949 Nursing Students
- Bx 26 Fld 2 1922-1949 A-B
- Bx 26 Fld 3 1922-1949 C-G
- Bx 27 Fld 1 1922-1949 H-L
- Bx 27 Fld 2 1922-1949 M-R
- Bx 28 Fld 2 1922-1949 S-Z

Graduations

Graduation materials below are in order by year, but each year differs in the amount of materials. A few materials on graduation planning are at the end of this section.

- Bx 18 Fld 77 1889 Rhetoricals Program
- Bx 18 Fld 78 1893 Program
- Bx 18 Fld 79 1894 Invitation, Program (2), newspaper article, and handwritten copy of "True Pleasure" address by F. C. Gilbert. Original handwritten copy in the Gilbert-Tymeson Collection in the Center for Adventist Research.
- Bx 18 Fld 80 1895 Program
- Bx 18 Fld 81 1897 Invitation and Program
- Bx 18 Fld 82 1908 Class Day Program and "The Two Crowns" Graduation Address by C. S. Longacre
- Bx 18 Fld 83 1909 Invitation and Program (2), and Class Day Program (3)
- Bx 18 Fld 84 1910 Invitation and Program, and Class Day Program
- Bx 18 Fld 85 1913 Invitation and Program
- Bx 18 Fld 86 1915 Invitation and Program
- Bx 18 Fld 87 1916 Invitation and Program (2) with separate Class Day Program (same as printed in invitation)
- Bx 18 Fld 88 1917 Program
- Bx 18 Fld 89 1921 Class Night Program (2) and Copy of Class Photograph with Identification. Original Photograph transferred to Center for Adventist Research Photograph Collection.
- Bx 18 Fld 90 1922 LJC Commencement Program
- Bx 18 Fld 91 1924 Class Night and Commencement Programs
- Bx 18 Fld 92 1926 Class Night Program
- Bx 18 Fld 93 1929 Commencement and Class Night Programs
- Bx 18 Fld 94 1931 Diploma of Doris Putnam Brown, Bachelor of Religious Education
- Bx 18 Fld 95 1932 Baccalaureate Program
- Bx 18 Fld 96 1933 Class Song
- Bx 18 Fld 97 1935 Consecration, Baccalaureate, and Commencement Programs, and *Gleaner* Article
- Bx 18 Fld 98 1936 Class Lists, one handwritten key for unknown photograph, one from *Gleaner*
- Bx 18 Fld 99 1937 Consecration Program
- Bx 39 Fld 2 O. S. 1938 Photograph Album. Also contains a few others events, and some pictures of local scenery.

- Bx 18 FI 100 1939 Program
- Bx 18 FI 101 1940 Program
- Bx 18 FI 102 1942 Program
- Bx 18 FI 103 1945 Program
- Bx 18 FI 104 1946 Program (2)
- Bx 18 FI 105 1948 Program
- Bx 18 FI 106 1949 Program
- Bx 18 FI 107 1950 Program
- Bx 18 FI 108 1951 Invitation
- Bx 18 FI 109 1952 Invitation
- Bx 18 FI 110 1954 Program
- Bx 18 FI 111 1956 Program (2)
- Bx 18 FI 112 1957 Program
- Bx 18 FI 113 1958 Program and Class List
- Bx 18 FI 114 1959 Program, Class List, and Class Photograph with Identification (some unclear, but can be deduced by comparing other documents as they are in alphabetical order).
- Bx 18 FI 115 1960 Invitation, Program (copy), and note to faculty renting regalia
- Bx 18 FI 116 1961 Invitation, Program, and Annotated Class List
- Bx 18 FI 117 1962 Spring and Summer Invitations and Programs, and Annotated Class List
- Bx 18 FI 118 1963 Spring and Summer Invitations and Programs
- Bx 18 FI 119 1964 Spring and Summer Invitations and Programs, and *Gleaner* Article
- Bx 18 FI 120 1965 Spring and Summer Invitations and Programs
- Bx 18 FI 121 1966 Spring and Summer Invitations and Programs
- Bx 18 FI 122 1967 Spring and Summer Invitations and Program
- Bx 19 Fld 1 1968 Spring and Summer Invitations and Programs
- Bx 19 Fld 2 1969 Spring and Summer Invitations and Programs
- Bx 19 Fld 3 1970 Spring and Summer Invitations and Programs
- Bx 19 Fld 4 1971 Spring Invitation, Spring and Summer Programs
- Bx 19 Fld 5 1972 Spring Invitation, Spring and Summer Programs
- Bx 19 Fld 6 1973 Spring and Summer Invitations and Programs
- Bx 19 Fld 7 1974 Spring and Summer Invitations and Programs
- Bx 19 Fld 8 1975 Spring Invitation, Spring and Summer Programs
- Bx 19 Fld 9 1976 Spring Invitation, Spring and Summer Programs
- Bx 19 Fld 10 1977 Spring Invitation, Spring and Summer Programs
- Bx 19 Fld 11 1978 Spring Invitation, Spring and Summer Programs
- Bx 19 Fld 12 1979 Spring Invitation, Spring and Summer Programs
- Bx 19 Fld 13 1980 Spring Invitation, Spring and Summer Programs, Class Gift Information, and "Placement 1980" booklet containing photographs and profiles of each graduate and

- their qualifications for employment
- Bx 19 Fld 14 1981 Spring and Summer Invitations and Programs, and Class Gift information
 - Bx 19 Fld 15 1982 Spring Invitation, Spring and Summer Programs
 - Bx 19 Fld 16 1983 Spring Invitation, Spring and Summer Programs
 - Bx 19 Fld 17 1984 Spring and Summer Programs, Summer Invitation
 - Bx 19 Fld 18 1985 Spring and Summer Programs
 - Bx 19 Fld 19 1986 Spring and Summer Programs, Summer Invitation
 - Bx 19 Fld 20 1987 Spring Invitation, Spring and Summer Programs
 - Bx 19 Fld 21 1988 Spring and Summer Programs
 - Bx 19 Fld 22 1989 Spring and Summer Programs, and Nursing Graduate Pinning
 - Bx 19 Fld 23 1990 Winter Invitation, Spring and Summer Programs
 - Bx 19 Fld 24 1991 Spring and Summer Invitations and Programs
 - Bx 19 Fld 25 1992 Winter, Spring, and Summer Invitations, Spring and Summer Programs and Annotated Class Lists, and Spring Nursing Pinning
 - Bx 19 Fld 26 1993 Winter, Spring, and Summer Invitations, Spring and Summer Programs
 - Bx 19 Fld 27 1994 Winter, Spring, and Summer Invitations, Spring and Summer Programs, Spring Nursing Pinning, and Annotated Class Lists
 - Bx 19 Fld 28 1995 Winter, Spring, and Summer Invitations, Spring and Summer Programs, Spring Nursing Pinning, and Annotated Class Lists
 - Bx 19 Fld 29 1996 Spring and Summer Invitations and Programs
 - Bx 19 Fld 30 1997 Spring Invitation, Spring and Summer Programs
 - Bx 19 Fld 31 1998 Spring and Summer Invitations and Programs
 - Bx 19 Fld 32 1999 Spring and Summer Invitations, Summer Program
 - Bx 19 Fld 33 2000 Spring and Summer Programs
 - Bx 19 Fld 34 2001 Spring and Summer Programs
 - Bx 19 Fld 35 2002 Spring and Summer Programs
 - Bx 19 Fld 36 2003 Spring and Summer Programs, Summer Invitation
 - Bx 19 Fld 37 2004 Spring Program
 - Bx 19 Fld 38 2005 Spring Invitation, Spring and Summer Programs
 - Bx 19 Fld 39 2006 Spring Program and Speaker Invitation Letter
 - Bx 19 Fld 40 2007 Winter and Spring Programs
 - Bx 19 Fld 41 2008 Summer Program
 - Bx 19 Fld 42 2009 Spring and Summer Program
 - Bx 19 Fld 43 2010 Spring Program
 - Bx 19 Fld 44 Graduation Speakers 1972-1998

Bx 19 Fld 45 Graduation Planning Materials 1978-1986
Bx 19 Fld 46 Note to graduates from New England Memorial
Hospital. No date.

VII. Departments and Services

Academic Departments

Materials in these sections are fairly sparse, and often limited to one document for that department.

Adult Degree Program

The Adult Degree Program (ADP) was set up by the college to provide education for people who were past normal college age, and had families and other life experience. This program appeared to have been fairly successful during its prime, and is one of the few programs for which we have a good amount of materials.

Bx 19 Fld 47 ADP Bulletin. No date.
Bx 19 Fld 48 1981 ADP Bulletin
Bx 19 Fld 49 1989 ADP Bulletin
Bx 19 Fld 50 1990-1991 ADP Bulletin
Bx 19 Fld 51 1995-1996 ADP Bulletin
Bx 19 Fld 52 2006-2008 ADP Bulletin
Bx 19 Fld 53 1979-1996 ADP Seminar Schedules
Bx 19 Fld 54 1995 ADP Admission Application
Bx 19 Fld 55 2005 ADP Daily Convocation Program
Bx 19 Fld 56 2007 ADP Graduation Banquet Program
Bx 19 Fld 57 ADP Memos to Students and Faculty
Bx 19 Fld 58 2001 ADP Newsletter
Bx 19 Fld 59 ADP Promotional Brochures. No date.

Art

This includes the Bartlett Art Gallery, which featured student and faculty artwork, as well as other artists.

Bx 19 Fld 60 1971 Description of "The First Advent"
Sculpture by Alan Collins, Associate
Professor of Art
Bx 19 Fld 61 Bartlett Art Gallery Materials. Includes
Promotional Brochures,
Announcements, and Articles about the
Gallery. Includes a page of artwork by
Marjorie S. Whiddee.

Business

Bx 19 Fld 62 May 1995 Sigma Beta Delta Business National Honor Society First Initiation Ceremony Program

Chemistry

Bx 19 Fld 63 December 1927 Gas Contract for Laboratory

Education

While the department was called "Education and Psychology," there are no materials present for the psychology department. This was the only department to feature a master's degree. Also see Accreditation and Authorization, above.

Bx 19 Fld 64 1938 Browning Normal School Fund-Raiser to redecorate classrooms

Bx 19 Fld 65 1991 Master of Education Program Handbook

Bx 19 Fld 66 1998-1999 Master of Education Program Handbook

Bx 19 Fld 67 Education Department Flyers

History

Bx 19 Fld 68 1995 Senior Seminar Presentations

Bx 19 Fld 69 1995 Department Newsletter

Bx 19 Fld 70 2001 Department Newsletter

Honors Core Program

Journeys was the publication of the honors core program. It is unknown how long this program, or this publication, operated.

Bx 19 Fld 71 1994-1995 Journeys

Library

This is the most extensive academic department, likely because much of the information for this section, and this entire collection, came from the Heritage Room of the G. Eric Jones Library.

- Bx 19 Fld 72 1979 "An Introduction to Resources for Black Studies in the G. Eric Jones Library"
- Bx 19 Fld 73 1990-1996 Memos, Newsletters, and Announcements
- Bx 19 Fld 74 1993 WACL Interlibrary Loan Statistics
- Bx 19 Fld 75 Special Events Photograph Album
1988 "A Passion for the Diminutive: Collecting Miniature Books" with Miriam Owen Irwin
1988 "Climbing Your Family Tree Can Be Fun" with John Charles Schumacher
1988 Founders' Day Treasure Hunt
1995 25th Anniversary of the Library and Unveiling of the Three Angels Message Clock
- Bx 19 Fld 76 1991-1996 Social Events
- Bx 19 Fld 77 Edwin Markham Plaque. Edwin Markham was a poet who donated items to AUC's library.
- Bx 19 Fld 78 1995 Minutes of the Library Supervisors' Meeting

Heritage Room

This was a special room of the library that housed historical documents related to the college, the surrounding Adventist institutions, and the Seventh-day Adventist Church as a whole. All items from the AUC Library Heritage Room came to the Andrews University Center for Adventist Research in 2020. Any needed items have been integrated into the Center's collection.

- Bx 19 Fld 79 1979-1982 Archives and Artifacts Committee Correspondence. Photographs referred to here transferred to Center for Adventist Research Photograph Collection.
- Bx 19 Fld 80 1981 Heritage Room Dedication Materials
- Bx 19 Fld 81 Items Contained in the Heritage Room
- Bx 19 Fld 82 Historical Materials Policies
- Bx 19 Fld 83 1984-1985 Correspondence regarding GC Session Historical Art Exhibit
- Bx 19 Fld 84 1989 Adventist Heritage Museum

Preparations

- Bx 19 Fld 85 1995 Three Angels Message Clock
Unveiling Program
- Bx 19 Fld 86 2000 New England Adventist Heritage
Center Preparations and Events
- Bx 19 Fld 87 Letters Regarding Donations to Heritage
Room
- Bx 19 Fld 88 Plaques for Display Items
- Bx 19 Fld 89 Library Donation Seals
- Bx 19 Fld 90 Timecard for John Charles
Schumacher, Heritage Room
Employee

Math and Physics

- Bx 19 Fld 91 1940 Letter from Robert W. Woods,
Department of Math and Physics, to
Mrs. Craig itemizing the apparatuses
held by the college

Modern Languages

- Bx 19 Fld 92 Modern Language Department Brochure. No
date.

Music

- Bx 19 Fld 93 1916-2007 Concert Programs and Flyers
- Bx 19 Fld 94 1940 Contract documenting sale of an organ
from Joseph M. Ross to W. F. Shaw for
one dollar. Envelope reads "Organ
Contract - Alumni."
- Bx 19 Fld 95 1958 Newspaper Articles about Music Program
- Bx 19 Fld 96 1960-1995 Christmas Concert Programs
- Bx 19 Fld 97 1963-1991 Aeolians Programs and Reunions
- Bx 19 Fld 98 Band and Orchestra History, Programs, and
Correspondence
- Bx 19 Fld 99 1994-1995 Thayer Conservatory Newsletter

Nursing

Also see Accreditation and Authorization above.

- Bx 28 Fld 5 Two Ceramic Lamps
- Bx 20 Fld 1 Health Class Flyer. No date.

Physical Education

- Bx 20 Fld 2 1978 Recreational Facility Policies
- Bx 20 Fld 3 1985-1994 Pool Hours and Events

Religion

- Bx 28 Fld 3 1976 Framingham Bible Crusade Scrapbook. Presented by Herman Bauman and Marion Kidder, with AUC theology students assisting.
- Bx 28 Fld 4 1977 Leominster Bible Crusade Scrapbook. Presented by Herman Bauman and Marion Kidder, with AUC theology students assisting.
- Bx 20 Fld 4 1993-1995 Ministerial Dedications
- Bx 20 Fld 5 Proposal for a Certificate in Personal Ministries. No date.

Social Work

- Bx 20 Fld 6 1996 Bone Marrow Donation Flyers
- Bx 20 Fld 7 2004 Social Work Newsletter

Campus Services

These are non-academic departments. As above, materials for these departments are relatively sparse.

Cafeteria

- Bx 20 Fld 8 February - April 1982 Menus
- Bx 20 Fld 9 Dining Commons Hours (post 1994)

Campus Safety

- Bx 20 Fld 10 1986 Parking Regulations
- Bx 20 Fld 11 2004-2005 Safety and Security Guidelines
- Bx 20 Fld 12 2007-2008 Safety and Security Guidelines
- Bx 20 Fld 13 Crisis Handbook. No date.

Center for Continuing Education

The relationship of this department to the Adult Degree Program (see above) is unknown.

- Bx 20 Fld 14 1985-1999 Course Schedules

Bx 20 Fld 15 1993-1999 Newsletters

Bx 20 Fld 16 Cooperative Education Brochure. No date.

Counseling Center

Bx 20 Fld 17 1990-1991 "Referring Students: A Guide for Faculty" by Dolores Londis, Director

Employment and Human Resources

This section is comparatively extensive, and includes employee handbooks, as well as some letters regarding employee situations.

Working Policies and Employee Handbooks

For further discussion on employee handbooks, see Finance Committee minutes.

Bx 20 Fld 18 1944 Working Policy and Plan of Organization

Bx 20 Fld 19 1947 Staff Manual

Bx 20 Fld 20 1950 Working Policy and Faculty Handbook

Bx 20 Fld 21 1952 Working Policy and Faculty Handbook

Bx 20 Fld 22 1978 Faculty-Staff Handbook

Bx 20 Fld 23 1988 Faculty Working Policy and Handbook

Bx 20 Fld 24 1993 Employee Handbook

Bx 20 Fld 25 1998 Employee Handbook

Bx 20 Fld 26 1999 Employee Handbook

Bx 20 Fld 27 Letter from Karen Lane of Choate, Hall & Stewart to Mark Hyder, Vice President for Finance regarding AUC's Employee Handbook

Bx 20 Fld 28 2002 Employee Handbook

Bx 20 Fld 29 2004 Employee Handbook

Bx 20 Fld 30 2015 Employee Handbook

Correspondence Regarding Employees

This includes letters with concerns about employees, as well as notices from the HR Department to employees.

Bx 20 Fld 31 February 1908 Letter from SLA (likely Benjamin F. Machlan, Principal)

to Elder W. H. Heckman detailing accusations of sexual misconduct (hugging, kissing, and fondling teenage girls) against a "Brother Baum," head janitor for four years at SLA. The letter indicates that Baum was discharged of his duties. One of the reason given is that "the spirit of prophecy holds Principal and teachers responsible for the moral welfare of the school." The letter also states that "Brother Baum with your recommendation can return here next year."

Bx 20 Fld 32 October 1919 letter from John E. Thayer to a Mr. Graham, stating that he has already found a janitor to replace the one he has. It is possible that this is William H. Graham, who was Business Manager at SLA in 1910 (see Bx 15 Fld 17 above). In this case, Mr. Graham was likely trying to arrange student employment.

Bx 20 Fld 33 c. 1931 Letter from R. J. Tyler to C. S. Munn, SLA Treasurer, regarding the wages he can pay if he retains "Philip" or if Philip finds work elsewhere

Bx 20 Fld 34 August 1931 Letter from J. C. Grant, MD, of New England Sanitarium and Hospital, to O. M. John, AUC President, regarding the health condition of a "Professor Utt," recommending that he not teach for the next year

Bx 20 Fld 35 September 1931 Letter from H. J. Curtis to C. S. Munn, AUC Treasurer, requesting tithe be deducted from his paycheck

Bx 20 Fld 36 July 2004 Newsletter

Bx 20 Fld 37 July 2011 Notice to Employees from Don King, Board Chair, and Norman Wendth, President,

regarding AUC Closure. Includes signatures of employees affirming that they received the notice.

English Language Institute

This appears to have been more of a summer program than an actual department, but there is not much information here to be certain. The program was listed in the 1976 Seventh-day Adventist Encyclopedia.

Bx 20 Fld 38 1998-2000 Promotional Brochures

John Henry Weidner Center

In the early 1990s, John Weidner gave his collection of materials to AUC. After the college's closure in 2011, the Weidner Foundation negotiated with the board of trustees to transfer Weidner's papers to the Weidner Foundation. As of 2013, they were housed with the European Collections of the Hoover Institute at Stanford University (see <https://weidnerfoundation.org/the-weidner-collection/>). See also Bx 7 Fld 20, and Board Materials between 2011-2013.

Bx 20 Fld 39 John Henry Weidner Center Opening Flyers, Articles, and Information

The Reading Center

Bx 20 Fld 40 1991-1994 Promotional Brochures

Bx 20 Fld 41 1993-1994 Newsletters

VIII. Alumni

Events

Annual Anniversary Homecoming Programs

This is a fairly comprehensive collection of programs and other materials for the annual event.

Bx 20 Fld 42 1922 Article

Bx 20 Fld 43 1932 Article

Bx 20 Fld 44 1936 Guest Lists. Found in the 1932 folder, and many names correspond to the 1932 article, but 1936 is frequently signed by guests as the year they

graduated, or finished working for the college.

Bx 20 Fld 45 1942 Napkin

Bx 20 Fld 46 1954

Bx 20 Fld 47 1957

Bx 20 Fld 48 1958

Bx 20 Fld 49 1960

Bx 20 Fld 50 1961

Bx 20 Fld 51 1962

Bx 20 Fld 52 1964

Bx 20 Fld 53 1967

Bx 20 Fld 54 1968

Bx 20 Fld 55 1969

Bx 20 Fld 56 1974

Bx 20 Fld 57 1975

Bx 20 Fld 58 1976

Bx 20 Fld 59 1977

Bx 20 Fld 60 1978

Bx 20 Fld 61 1979

Bx 20 Fld 62 1981

Bx 20 Fld 63 1982. See also Centennial Celebration, below.

Bx 20 Fld 64 1983

Bx 20 Fld 65 1984

Bx 20 Fld 66 1985

Bx 20 Fld 67 1986

Bx 20 Fld 68 1987

Bx 20 Fld 69 1988

Bx 20 Fld 70 1989

Bx 20 Fld 71 1990

Bx 20 Fld 72 1991

Bx 20 Fld 73 1992

Bx 20 Fld 74 1993

Bx 20 Fld 75 1994

Bx 20 Fld 76 1995

Bx 20 Fld 77 1996

Bx 20 Fld 78 1997

Bx 20 Fld 79 1998

Bx 20 Fld 80 1999

Bx 20 Fld 81 2000

Bx 20 Fld 82 2001

Bx 20 Fld 83 2002

Bx 20 Fld 84 2004

Bx 20 Fld 85 2006

Bx 20 Fld 86 2009

Bx 20 Fld 87 2011

Bx 20 Fld 88 2015
Bx 20 Fld 89 2017
Bx 20 Fld 90 2018

Centennial Celebration

This extensive collection of materials presents this event from its early planning stages to the review of the events afterwards. This was not just one special event, but a multitude of events celebrating the college's 100 years of existence.

- Bx 20 Fld 91 Programs for each of the Centennial Events
- Bx 20 Fld 92 1978-1980 Centennial Commission Minutes, Memos, and Correspondence
- Bx 20 Fld 93 1981-1982 Centennial Commission Minutes, Memos, and Correspondence
- Bx 21 Fld 1 1977-1982 Announcements, News Releases, and Articles
- Bx 21 Fld 2 1979-1981 Centennial Class Chapel Programs
- Bx 21 Fld 3 Community Day Planning Materials
- Bx 21 Fld 4 Centennial Stationary and Paraphernalia
- Bx 21 Fld 5 Centennial Homecoming Weekend Guest Packet
- Bx 21 Fld 6 Outline and Progress Notes for "And There was Light," a book on AUC's history by Myron F. Wehtje, Professor of History. Other progress reports can be found in the Centennial Commission Minutes, above.
- Bx 21 Fld 7 1982 "And There was Light" by Myron Wehtje, Professor of History. Book on AUC's history, focused primarily on the years 1882-1928, with one chapter at the end dedicated to 1928-1982.

"Then, Now, and Tomorrow" Centennial Lecture Series

This lecture series was born out the Centennial Committee, and ended up as its own book.

- Bx 21 Fld 8 Research Information for Series
- Bx 21 Fld 9 News Releases
- Bx 21 Fld 10 Full Text of Lectures with Event Notes and Proofreading for Book
- Bx 21 Fld 11 Originals for Book
- Bx 21 Fld 12 "Then, Now, and Tomorrow" Book

Bx 21 Fld 13 Lecture Series and Book
Correspondence

125th Anniversary Celebration

Not as big of an event as the centennial, the planning minutes and a commendation from the state are all we have for this event.

Bx 21 Fld 14 2007 125th Anniversary Planning Committee
Minutes and Materials

Bx 28 Fld 1 2007 Commendation from Massachusetts
House of Representatives for 125th
Anniversary

Other Events

Bx 21 Fld 15 1996 "A Concert of Classical Violin & Piano"
hosted by the Alumni Relations Office

Records

These lists of alumni are supplemented by the lists of Black Alumni and WWII veterans in the sections below.

Bx 21 Fld 16 1888-1981 List of Alumni by Graduation Year

Bx 21 Fld 17 Alumni Mission Service Lists and Articles

Bx 25 Fld 38 Alumni Rolodex: Last Names Giampa - Moyo.

Restricted: No Copies

Black Alumni

In the early 1990s, a Black Alumni committee was formed to supplement the already-active alumni association, and to bolster support within the Black alumni community. They held several special homecoming weekends, and raised money for scholarships. The key feature of this section is the extensive research of this committee that provided a list of Black alumni starting in the year 1940. We know from photographs that there were Black students and graduates prior to this year. More research still needs to be done here.

Executive Committee

The governing body of the organization.

Bx 21 Fld 18 1990-1991 Minutes

Bx 21 Fld 19 1992-1994 Minutes

Homecoming Weekends

- Bx 21 Fld 20 1990 Planning Materials
- Bx 21 Fld 21 1990 Publicity Materials
- Bx 21 Fld 22 1990 Handouts
- Bx 21 Fld 23 1990 Business Meeting
- Bx 21 Fld 24 1990 Photograph Album
- Bx 21 Fld 25 1991 Planning Materials
- Bx 21 Fld 26 1991 Handouts
- Bx 21 Fld 27 1991 Photograph Album
- Bx 21 Fld 28 1991 Photograph Album (duplicate of above,
but without text under photographs)
- Bx 21 Fld 29 1992 Publicity Materials
- Bx 21 Fld 30 1992 Handouts
- Bx 21 Fld 31 1992 Photograph Album
- Bx 21 Fld 32 1993 Publicity Materials
- Bx 21 Fld 33 1993 Handouts
- Bx 21 Fld 34 1993 Photograph Album
- Bx 21 Fld 35 1994 Publicity Materials
- Bx 21 Fld 36 1994 Handouts
- Bx 21 Fld 37 1994 Photograph Album
- Bx 21 Fld 38 1995 Publicity Materials
- Bx 21 Fld 39 1995 or 1996 Slides
- Bx 21 Fld 40 1996 Handouts

Communications

- Bx 21 Fld 41 Blank Stationary
- Bx 21 Fld 42 Education Committee Mentoring Program
- Bx 21 Fld 43 1990 Membership Drive
- Bx 21 Fld 44 1990-1993 Correspondence, mostly from Lee
Parson
- Bx 21 Fld 45 1991 Correspondence with Area
Representatives **Restricted: No Copies
of Addresses**
- Bx 21 Fld 46 1991 Correspondence between Lee Parsons
and Judy Kerr regarding Bermudan
Alumni
- Bx 21 Fld 47 1992-1994 Black Alumni Newsletter

Finances

These items are restricted due to records of donations and scholarships with names and addresses.

- Bx 21 Fld 48 1990-1994 Financial Statements, Bills,

**Employee Time Cards, and Donation
Records. Restricted: No Copies**

Bx 21 Fld 49 Scholarship Fund. Restricted: No Copies

Alumni Lists

Bx 21 Fld 50 1940-1990 Black Alumni Lists
Bx 21 Fld 51 1990-1992 Correspondence and Notes
regarding Black Alumni Lists
Bx 21 Fld 52 1990 Graduate Lists and Letter
Bx 21 Fld 53 1990-1994 Student Recognition Lists

Correspondence, Surveys, and Association Minutes

Bx 21 Fld 54 March 1960 Letter from Grace S. Oakley to Donald
Siver, Alumni Treasurer, with newspaper
clipping from *Sandy Creek News*.
Bx 21 Fld 55 December 1985 Minutes of the Meeting of the Alumni
Association Officers
Bx 21 Fld 56 1988 Alumni Questionnaire Response Summary for
1979-1986
Bx 21 Fld 57 October 1990 Golden Chapter Newsletter, no. 46

IX. Public Relations

Articles and Publications about AUC

This section features articles about AUC, mostly from the extensive scrapbook collection spanning over 50 years. Articles not found in the scrapbooks are found under the following sub-heading.

Annual Scrapbooks

From 1951-2002, the college collected newspaper clippings that mentioned AUC, SLA, Browning Elementary, or another of its entities over the years in large scrapbooks. The collection is almost complete, only missing books from 1992 and 1996. These scrapbooks are important for researchers looking to get a chronological picture of what took place at AUC, and contain plenty of information not found elsewhere in this collection.

Bx 29 Fld 2 1951, 1952, and 1953
Bx 29 Fld 3 1954-1955
Bx 29 Fld 4 1956-1957
Bx 30 Fld 1 1958
Bx 30 Fld 2 1959

Bx 30 Fld 3 1960-1961
Bx 30 Fld 4 1962
Bx 30 Fld 5 1963
Bx 30 Fld 6 1964
Bx 31 Fld 1 1965
Bx 31 Fld 2 1966
Bx 31 Fld 3 1967
Bx 31 Fld 4 1968, Part 1
Bx 31 Fld 5 1968, Part 2
Bx 31 Fld 6 1969
Bx 32 Fld 1 1970
Bx 32 Fld 2 1971
Bx 32 Fld 3 1972, Part 1
Bx 32 Fld 4 1972, Part 2
Bx 32 Fld 5 1972, Part 3
Bx 32 Fld 6 1973, Part 1
Bx 33 Fld 1 1973, Part 2
Bx 33 Fld 2 1974, Part 1
Bx 33 Fld 3 1974, Part 2
Bx 33 Fld 4 1974, Part 3
Bx 33 Fld 5 1975, Part 1
Bx 33 Fld 6 1975, Part 2
Bx 34 Fld 1 1975, Part 3
Bx 34 Fld 2 1976, Part 1
Bx 34 Fld 3 1976, Part 2
Bx 34 Fld 4 1976, Part 3
Bx 34 Fld 5 1977, Part 1
Bx 34 Fld 6 1977, Part 2
Bx 34 Fld 7 1978, Part 1
Bx 35 Fld 1 1978, Part 2
Bx 35 Fld 2 1979
Bx 35 Fld 3 1980
Bx 35 Fld 4 1981
Bx 35 Fld 5 1982
Bx 35 Fld 6 1983
Bx 36 Fld 1 1984
Bx 36 Fld 2 1985
Bx 36 Fld 3 1986
Bx 36 Fld 4 1987
Bx 37 Fld 1 1988
Bx 37 Fld 2 1989
Bx 37 Fld 3 1990
Bx 37 Fld 4 1991
Bx 37 Fld 5 1993
Bx 38 Fld 1 1994

Bx 38 Fld 2 1995
Bx 38 Fld 3 1997
Bx 38 Fld 4 1998
Bx 38 Fld 5 1999
Bx 39 Fld 3 2000
Bx 39 Fld 4 2001
Bx 39 Fld 5 2002

Other Articles about AUC

Bx 22 Fld 1 May 1993 Coulter Press special edition celebrating the accreditation of the Clinton Area Chamber of Commerce, with several mentions of AUC throughout

Bx 22 Fld 2 July 1996, "July 4 concert is 'gift to community,' by Anna L. Bisol in *The Montachusett T&G*

Bx 22 Fld 3 2006, "Atlantic Union College Turnaround Success," Unknown Publisher or Author.

Bx 22 Fld 4 January 2007, "AUC offers free courses to seniors," by Karen Nugent in *Telegram & Gazette*

Bx 22 Fld 5 June 2007, "Maintaining a family legacy," *The Item*. Article on ancestors of Fern Babcock (wife of President George Babcock) who were founders of AUC.

Publications & News Releases

Publications directly from AUC to its staff, students, and the public.

Bx 22 Fld 6 1976 AUC Crow Sheets
Bx 22 Fld 7 February 1981 Hear Ye
Bx 22 Fld 8 February 1992 AUC in the News
Bx 22 Fld 9 February - April 1994 AUC Weekly Happenings
Bx 22 Fld 10 September 1994 - March 1996 This Week at AUC
Bx 22 Fld 11 2000-2003 Summer Newsbreak

Community Programs

This section includes events in which AUC invited others from the Adventist or local community.

Bx 22 Fld 12 1988 Workshop for Academy Librarians
Bx 22 Fld 13 May 1993 Second Annual Recognition of Educational Accomplishments for Clinton Area Educational

Forum, hosted by AUC)

Bx 22 Fld 14 1994 Charles E. Bradford Lectures on Preaching

Bx 22 Fld 15 May 1994 Seminario de Capacitacion Profesional para Ministerios Hispanos de la Union del Atlantico (Professional Training Seminar for Hispanic Pastors of the Atlantic Union), held at AUC

Bx 22 Fld 16 2012 Correspondence regarding renting space to other community organizations

Guest Services

Bx 22 Fld 17 c. 1976-1980 (empty) Guest Information Folders

Bx 22 Fld 18 1981-1982 Guest Information Packet

Bx 22 Fld 19 1991 Guest Information Packet

Bx 22 Fld 20 July 1994 Tour Confirmation of Reservation for Cliff Jones and Union Officers

Bx 22 Fld 21 Guest Flyers. No date.

X. Faculty and Staff

This section includes information about faculty life at AUC. For more information on AUC's faculty, researchers should look at the committee minutes, and at articles in the *Gleaner*, *Accent*, and *Lancastrian*. These periodical issues may be found in the Center for Adventist Research's periodical collection.

Faculty Meetings

Probably the most complete of any committee in the collection, faculty meetings dealt with various matters over the years, based on the leadership styles of the administration. During its final years the structure was changed to a "Faculty Senate."

Bx 22 Fld 22 September 1937 - June 1948

Bx 22 Fld 23 September 1944 - May 1954

Bx 22 Fld 24 September 1953 - May 1956

Bx 22 Fld 25 September 1956 - July 1959

Bx 22 Fld 26 September 1959 - May 1962

Bx 22 Fld 27 September 1962 - May 1965

Bx 22 Fld 28 September 1965 - May 1967

Bx 22 Fld 29 September 1967 - May 1969

Bx 22 Fld 30 September 1969 - May 1971

Bx 22 Fld 31 June 1971 - April 1973

Bx 22 Fld 32 June 1973 - May 1974

Bx 22 Fld 33 June 1974 - April 1975

Bx 22 Fld 34 August 1975 - May 1976

- Bx 22 Fld 35 July 1976 - May 1977
- Bx 22 Fld 36 August 1977 - May 1978
- Bx 22 Fld 37 August 1978 - May 1979
- Bx 22 Fld 38 August 1979 - May 1980
- Bx 22 Fld 39 August 1980 - May 1981
- Bx 23 Fld 1 February 1981 - April 1986 (newest first)
- Bx 23 Fld 2 August 1981 - May 1982
- Bx 23 Fld 3 August 1982 - May 1983
- Bx 23 Fld 4 July 1983 - May 1984
- Bx 23 Fld 5 August 1984 - December 1987
- Bx 23 Fld 6 January 1988 - March 2005
- Bx 23 Fld 7 September 2004 - December 2009 Faculty Senate
Bylaws, Survey Results, and Minutes (newest
first)
- Bx 23 Fld 8 October 2007 Models for Restructuring Proposed by
Faculty

Faculty Communications

The bulk of this section includes Memos sent from various departments to all faculty and staff. For 1994-1996 (The James Londis Presidency), the material is extensive.

- Bx 23 Fld 9 1978
- Bx 23 Fld 10 1980-1984
- Bx 23 Fld 11 1985-1989
- Bx 23 Fld 12 1986-1987 "Where Can I...? Book"
- Bx 23 Fld 13 1988-1989 "Where Can I...? Book"
- Bx 23 Fld 14 1991-1993
- Bx 23 Fld 15 1994
- Bx 23 Fld 16 1995
- Bx 23 Fld 17 1996

Faculty Events and Clubs

These are materials from various faculty events, socials, and clubs. Additional material can be found under Faculty Communications, above.

- Bx 23 Fld 18 1960 Faculty Recognition Day program
- Bx 23 Fld 19 1980-2007 Social Invitations
- Bx 23 Fld 20 1993-1995 Latino Faculty, Staff & Administrators
Correspondence and Events
- Bx 23 Fld 21 1995 Women's Ministries

Faculty Lists

The two folders here include comprehensive lists of faculty, and

committees that faculty were members of.

Bx 23 Fld 22 1985-1994 Faculty by Department

Bx 23 Fld 23 1989-1994 Standing Faculty Committees

Faculty Publications and Honors

The first few files in this section relate to AUC's collection of data to find faculty publications. The items following are actual publications or records of honors, arranged by the faculty member's last name.

Bx 23 Fld 24 1970s-1990s Correspondence and Worksheets for the compilation of a list of faculty publications

Bx 23 Fld 25 c. 1970s index cards of faculty publications, sorted by type

Bx 23 Fld 26 1991 Returned Worksheets for Faculty Theses and Dissertation Titles

Bx 23 Fld 27 c. 1990s "Faculty Publications: A Selected Bibliography"

Bx 23 Fld 28 Eugene Cobb, "Cancer Through a Dark Lens," art exhibit in 1995 at Warwick Museum (brochure)

Bx 23 Fld 29 Carolyn S. Kearbey, "Training Elementary Students for Public Speaking," article in October/November 1993 *Adventist Education*

Bx 23 Fld 30 Roy G. Kryger, et. al., "Radicals and Scavengers. Diffusion Controlled Scavenging of Phenyl Radical and Absolute Rate Constants of Several Phenyl Radical Reactions, article in November 1977 *Journal of American Chemical Society*

Bx 23 Fld 31 Ann Parrish, "Honk If You Love Jesus," commentary on the Sabbath School Lesson for May 27, 1980 *Insight*

Bx 23 Fld 32 Lynn Sauls, "Traherne's Hand in the Credenhill Records," brief article in March 1969 *The Transactions of the Bibliographical Society*

Bx 23 Fld 33 Ruth Pope, "Teaching the Student With a Hearing Loss," article in Summer 1994 *Adventist Education*

Bx 23 Fld 34 Ruth Pope, "The Impact of Language on Mathematical Learning: Implications From Research," article in February/March 1994 *Adventist Education*

Bx 23 Fld 35 Roger L. Preston, "Visions of the Holocaust," art exhibit in 1988 at Fitchburg State College

(poster)

- Bx 23 Fld 36 Kaestner Robertson, "Pianist in Recital," concert in 1988 at Thayer Conservatory (poster)
- Bx 23 Fld 37 1994 Brochure and *Sentinel & Enterprise* honoring Toshimasa Francis Wada, Music Professor. He was named in the "100 Who Have Made a Difference" awards from Fitchburg State College. He is listed on page 9A of the newspaper.
- Bx 23 Fld 38 Myron Wehtje, "The Congressional Elections of 1799 In Virginia," article in July 1968 *West Virginia History*
- Bx 23 Fld 39 Myron Wehtje, "Charles Willson Peale and His Temple," article in April 1969 *Pennsylvania History*
- Bx 23 Fld 40 Myron Wehtje, "Rufus King and the Formation of the Constitution," article in April 1969 *Studies in History and Society*
- Bx 23 Fld 41 Myron Wehtje, "Opposition in Virginia to the War of 1812," article in January 1970 *The Virginia Magazine of History and Biography*
- Bx 23 Fld 42 Myron Wehtje, "Peterson, *The Defence of Norfolk in 1807 as Told by William Tatham to Thomas Jefferson*," book review in April 1971 *The Virginia Magazine of History and Biography*
- Bx 23 Fld 43 Myron Wehtje, "Battle of New Orleans," article in *The Encyclopedia of Southern History*

Continuing Education

- Bx 23 Fld 44 1934-1935 "Teacher's Notes," agreements to repay AUC unless the teacher uses the monies for graduate study, and teaches at the college for one year.

XI. Student Life

Student Handbooks

This extensive collection provides a look at how rules and student life changed over the years.

- Bx 24 Fld 1 1935-1936
Bx 24 Fld 2 1941-1942
Bx 24 Fld 3 1945-1946
Bx 24 Fld 4 1952-1953

- Bx 24 Fld 5 c. 1950s
- Bx 24 Fld 6 1957 "Your Life at AUC," a more informal handbook
edited by Otilie Stafford
- Bx 24 Fld 7 1963-1964
- Bx 24 Fld 8 1966-1967
- Bx 24 Fld 9 1968-1969
- Bx 24 Fld 10 1969-1970
- Bx 24 Fld 11 1972-1973
- Bx 24 Fld 12 prob. 1973-1974
- Bx 24 Fld 13 1974-1975
- Bx 24 Fld 14 1975-1976
- Bx 24 Fld 15 1976-1977
- Bx 24 Fld 16 1978-1979
- Bx 24 Fld 17 1982-1983
- Bx 24 Fld 18 1983-1984
- Bx 24 Fld 19 1985-1986 Commuter Handbook
- Bx 24 Fld 20 1990-1991
- Bx 24 Fld 21 1994-1995 "The Insiders" Informal Student Guide
- Bx 24 Fld 22 1995-1996
- Bx 24 Fld 23 1995-1996 "AUC Insiders: Guide to College"
- Bx 24 Fld 24 1997-1998
- Bx 24 Fld 25 2001-2002
- Bx 24 Fld 26 2002-2003
- Bx 24 Fld 27 2005-2007
- Bx 24 Fld 28 2009-2010
- Bx 24 Fld 29 2010-2011
- Bx 24 Fld 30 2015-2016
- Bx 24 Fld 31 prob. 2016-2017

Residence Halls

This section includes materials relating to AUC's residence halls, including residence hall handbooks, which provided dorm-specific rules.

- Bx 24 Fld 32 1932-1937 Room Check Cards
- Bx 24 Fld 33 1944 Leave Request
- Bx 24 Fld 34 Preston Hall Handbook. No date, but after 1964.
- Bx 24 Fld 35 1991-1996 Dorm Student Extensions
- Bx 24 Fld 36 2005-2006 Residence Hall Handbook
- Bx 24 Fld 37 c. 2016 Lenheim Hall & Preston Hall Manual

New Student Orientation

This section includes material for the various ways the college handled orientating new students over the years.

- Bx 24 Fld 38 1945 Freshmen Days
- Bx 24 Fld 39 1957 Schedule for Week of Orientation, Testing, and Registration
- Bx 24 Fld 40 1990 New Students' Dedication
- Bx 24 Fld 41 1994-1995 New Student Orientation Schedule
- Bx 24 Fld 42 1994-1996 Freshmen Year Program
- Bx 24 Fld 43 1995-1996 New Student Orientation Schedules for Fall and Spring
- Bx 24 Fld 44 2006 Ignition Summer Program, allowing freshmen to start early with free tuition

Student Data

This is primarily lists of student addresses, with a small amount of demographic data. These student address lists are similar in character to what is found published in the Minuteman. The 1978 demographic data is at a high level and does not contain student names. For more demographic data for AUC, see the Board of Higher Education Collection in the Center for Adventist Research.

- Bx 24 Fld 45 1964-1965 Student Address List
- Bx 24 Fld 46 1965-1966 Student Address List
- Bx 24 Fld 47 1966-1967 Student Address List
- Bx 24 Fld 48 1967-1968 Student Address List
- Bx 24 Fld 49 1968-1969 Student Address List
- Bx 24 Fld 50 1969-1970 Student Address List
- Bx 24 Fld 51 1970-1971 Student Address List
- Bx 24 Fld 52 1971-1972 Student Address List
- Bx 24 Fld 53 1972-1973 Student Address List
- Bx 24 Fld 54 1973-1974 Student Address List
- Bx 24 Fld 55 1974-1975 Student Address List
- Bx 24 Fld 56 Spring 1978 Demographic Data
- Bx 24 Fld 57 1989 Student and Alumni Survey Data, and list of students

Class Officers and Events

This material includes lists of officers, class gifts, and other non-graduation events relating to the graduating classes.

- Bx 24 Fld 58 1910-1999 Senior Class Officers
- Bx 24 Fld 59 1923-1992 Register of Class Gifts
- Bx 24 Fld 60 1961-1966 Senior Presentation Programs
- Bx 24 Fld 61 1993-1994 Class Officers
- Bx 24 Fld 62 1996 Senior Class Banquet Information

Student Association and Senate

- Bx 24 Fld 63 1958-1996 Student Association Events
- Bx 24 Fld 64 1994-1995 Student Senate Materials
- Bx 24 Fld 65 September 2002 Student Association Town Hall Meeting with Administrators
- Bx 24 Fld 66 2009 Letter from Edith (Lawson) Woodruff including Student Association pamphlets with the School Song and Auditorium Decorum from the mid-1900s

Clubs and Societies

These materials are arranged alphabetically by club name.

- Bx 24 Fld 67 Academy Literary Society 1887
- Bx 24 Fld 68 American Temperance Society 1966
- Bx 24 Fld 69 Black Christian Union 1989-1994
- Bx 24 Fld 70 Business Club 1994
- Bx 24 Fld 71 Council of Hispanic Students for Progressive Action (CHISPA) 1994-1995
- Bx 24 Fld 72 Le Club Francophone 1994
- Bx 24 Fld 73 International Food Festival 1994, an event put on by all clubs
- Bx 24 Fld 74 Kappa Nu Epsilon, possibly 1944
- Bx 24 Fld 75 Phi Delta Chi 1939
- Bx 24 Fld 76 Sigma Gamma. No date.

Other Student Events

These materials are arranged alphabetically by event.

- Bx 24 Fld 77 Boston Excursion 1991-1996
- Bx 24 Fld 78 Encore 1994, end of year event
- Bx 24 Fld 79 Fine Arts Week 1980-2007
- Bx 24 Fld 80 Latino Heritage Week 1993-1995
- Bx 24 Fld 81 Progressive Party 1996
- Bx 24 Fld 82 Student Life at AUC Newsletters 1994, detailing student events
- Bx 24 Fld 83 SunFun 1979-1985, calenders with summer events

Spiritual Life

Worships and Assemblies

This section contains materials relating to the worship opportunities, both required and voluntary, offered by AUC. For the academic assemblies, see Academic Events.

- Bx 24 Fld 84 1938-1939 Chapel Record

- Bx 24 Fld 85 1957-1995 Week of Prayer Programs
- Bx 24 Fld 86 April 1977 AUC Creation Science Institute schedule, conducted by members of the Geoscience Research Institute, and bulletin from the college church.
- Bx 24 Fld 87 1979 Chapel Absence Policy
- Bx 24 Fld 88 1985 Worship Policies
- Bx 24 Fld 89 1985-1989 College Morning Praise Programs
- Bx 24 Fld 90 February - May 1993 Fiat Lux, "A Weekly Resource of Spiritual Inspiration and Encouragement"
- Bx 24 Fld 91 1993 Adventist Heritage Week Program
- Bx 24 Fld 92 August 1994 "Your Very First Sabbath" Schedule of Events
- Bx 24 Fld 93 Advertisement to Students for a \$10,000 Tuition Drawing at the end of an evangelistic series preached by Marion Kidder at the Worcester SDA Airport Drive Church. No date.

College Church

The South Lancaster Seventh-day Adventist Church was the original church that served the college. In the 1980s a new College Church was built, and the original building is now known as the Village Church. For further research, some of the alumni homecoming programs and graduation programs, above, contain bulletins from these churches.

- Bx 24 Fld 94 Historical Sketch of the South Lancaster Church, donated by Edith (Lawson) Woodruff. No date.
- Bx 24 Fld 95 South Lancaster Seventh-day Adventist Church Photograph Block. Built in 1878 and later called the Village Church.
- Bx 24 Fld 96 1995 College Church Events: "Brilliant Gem" Shaker Music Program and Wedgewood Trio Reunion Concert

Student Outreach and Missions

This section has information on students who went as missionaries while students at the college, as well as a few outreach programs in Massachusetts. For information on alumni who later served as missionaries, see Alumni Lists, above.

- Bx 25 Fld 1 1962-1988 Statistics on Student Missions
- Bx 25 Fld 2 1971 Boston Seventh-day Adventist Temple Centennial Celebration Bulletin, featuring a list of Community Services including “The Gate,’ an Atlantic Union College experiment in coffee house ministry”
- Bx 25 Fld 3 1982 Student Project for Recreational Activities for Youth (SPRAY) Brochure
- Bx 25 Fld 4 1988 Student Missions Fund-Raising Letters
- Bx 25 Fld 5 1988 Letters and Photographs from Debra Hawley, Student Missionary to Truk

Student Publications

This is a miscellaneous collection of student publications, most of which came from the Heritage Room in the G. Eric Jones Library. The main student publications, *the Student Idea*, *Campus Clatter*, *Minuteman*, and the *Lancastrian*, are housed in the Center for Adventist Research’s periodicals collection.

- Bx 25 Fld 6 1913 “History of Missions: Sketch of Alexander Duff” by Shirley Wade
- Bx 25 Fld 7 1931-1995 List of Yearbook Dedications
- Bx 25 Fld 8 1932 Letters of Protest regarding the reduction of AUC to junior college level and combining of unions. (For more information, see E. Edgar Miles Hall in the Architecture Books, Bx 16 Flds 64-65).
- Bx 25 Fld 9 1937 Biology Assignment, by Mary A. Hardy. Stored together with a “Student Alphabet,” with an order of service on the back, presumably also by Hardy.
- Bx 25 Fld 10 1994 Contours Advertisement
- Bx 25 Fld 11 1996 “The Fate of the S. S. Hope” by Kacey Long
- Bx 25 Fld 12 “One Hundred Years of Missions.” Author unknown. No date.
- Bx 25 Fld 13 “Reading and Study After School Days,” and “Lancastrian Song,” both presumably by a Miss Hall (placed together where found). Also includes a handwritten note from Rochelle Kilgore asking her to fill out a wedding announcement form for the *Clinton Daily Item*. No date.
- Bx 25 Fld 14 Daniel Assignments by Bill Knott. No date

Bx 25 Fld 15 Collection of Poems written by AUC Students, "The Week Before Christmas," "Autumn Splendor," and a booklet of additional poems. No date.

XII. Historical Documents

These historical materials are arranged by year.

Bx 25 Fld 16 SLA School Song

Bx 25 Fld 17 LJC School Song

Bx 25 Fld 18 AUC School Song

Bx 25 Fld 19 Poem about AUC. Author Unknown

Bx 25 Fld 20 Maps of AUC. No date.

Bx 25 Fld 21 c. 1899-1907 Envelopes formerly containing contracts and deeds, many of which are filed above. One underlines that the E. E. Miles contract "mentions Orchard St."

Bx 25 Fld 22 1949 Campus Telephone Directory

Bx 25 Fld 23 1976 List of Department Chairs, Time Zones, and Calendars from a secretary's desk

Bx 25 Fld 24 c. 1985 copy of "Pioneer Valley Academy – 1965-1983: Original Architectural Model" by John Charles Schumacher. The article gives a history of the academy, and also discusses its relationship with AUC.

Bx 25 Fld 25 April 1994 Adventist Heritage issue exclusively on AUC, with memo inside cover to faculty and staff from Jocelyn Fay, Alumni and Public Relations Director of AUC and guest editor of this issue.

Bx 25 Fld 26 c. 1997 History of AUC, written for an accreditation document.

Bx 25 Fld 27 2010 Email from Michael Scofield about his family's history, and its relationship to AUC.

City of South Lancaster History

While these documents focus primarily on the history of South Lancaster, they mention, or at least are related to, the history of AUC as well.

Bx 25 Fld 28 c. 1888 Handwritten Letters from Jessie Cady to "Irene." This is probably Irene Cady, with whom SLA had a sewage agreement (see Bx 1 Fld 43). The handwriting is difficult to read. Transcription has been attempted for one letter, but the handwriting is only slightly more legible.

- Bx 25 Fld 29 Historical Materials collected by John Charles Schumacher
- Bx 25 Fld 30 Brochure for First Church and article on Lancaster history "from Town Clerk's office."
- Bx 25 Fld 31 2006 Letter from Heather Maurer Lennon, AUC alumna, to George Babcock, AUC President, including information about the town's history.

XIII. Special Collection

World War II

During World War II, AUC provided much care for their students who served as soldiers in the conflict. Especially of note here is the G. Eric Jones' scrapbook that contains letters written to him by students.

- Bx 41 Fld 1 O.S. G. Eric Jones' WWII Soldier's Correspondence Scrapbook, with letters from soldiers.**
- Bx 25 Fld 32 Key to the WWII Soldier's Correspondence Scrapbook
- Bx 25 Fld 33 Letters, Photographs, and other items received from WWII Soldiers
- Bx 25 Fld 34 Servicemen's Gift Records and Letters from G. Eric Jones to Servicemen
- Bx 25 Fld 35 The Lancaster Cheerio, published by the Lancaster War Service Committee, including notes from AUC and AUC staff, such as Mrs. G. E. Jones and Rowena Purdon
- Bx 25 Fld 36 1941-1945 List of AUC Soldiers/Veterans serving in World War II, including those who died in the service
- Bx X Fld X O.S. Banner: WWII Servicemen from AUC**
- Bx 25 Fld 37 Display Materials

Items Removed:

All of the following were transferred to the following collections within the Andrews University Center for Adventist Research.

To the Rochelle Philmon Kilgore Collection

Papers and articles relating to honors and celebrations, as well as an article by Kilgore, some correspondences, and some personal items.

To the Clara Jeanette Nosworthy-Wright Collection

Biographical information, articles written by Nosworthy-Wright, and items

relating to her work with AUC's Alumni

To the Gilbert-Tymeson Family Collection

F. C. Gilbert's handwritten graduation address, and items related to his books

To the General Collection:

William K. Mansker Eulogy

Edith and Edward Oberg's (siblings) student documents

Ephraim Edgar Miles' personal documents and correspondence, and items related to his work with the AUC's bindery

Rowena E. Purdon's 1886 algebra assignment and a memory of her.

Oscar R. Schmidt. Work-related items, and a paper written in his honor.

Otilie Stafford's Poetry Collection information, and memorial service program.

Thomas Sinclair Geraty Curricula Vitae.

Dennis W. Radford Curricula Vitae.

Obituaries of the following students and faculty:

Goodloe Harper Bell

Glenda Elaine Davis

Arthur F. Esposito

Emma M. (Green) Farnsworth

George Eric Jones

Eddie Medina

Miriam Deh-Fen Mi

Gerald E. Miles

Paul Gilbert Poyser, Jr.

Floy A. Wilson