Record Group 9: Office of Academic Affairs

Collection Overview:
Title: Office of Academic Affairs
Creator: Liberty University
Dates: 1971 – 2000
Repository: Liberty University Archive
Extent: 2.29 linear feet
Abstract: This Record Group contains the papers of the Office of Academic Affairs from 1971 - 2000. Included are newsletters, minutes, general materials, and official papers.

Historical Note:

Scope and Content Notes:
This Record Group is approximately 2.29 linear feet. It contains newsletters, minutes, general materials, and official papers.

Administrative Notes:
Access Restrictions: highlighted materials are in the Restricted section of the archives. Access to these materials is strictly monitored and may only be obtained with signed permission from the creating entity.
Use Restrictions: Copyright for Official University records is held by Liberty University; all other copyright is retained by the authors of the materials or their descendents as stipulated by United States copyright law.
Preferred Citation: [folder name, number]; [series name, number]; [sub-group name, number]; Office of Academic Affairs, Record Group 9; Collection Name; Liberty University Archive, Lynchburg VA.
Arrangement: Sub-Groups are arranged by subject.
Processing Information: Collection was processed by Abigail Sattler.
Last Updated: This Finding Aid was last updated on March 20, 2014.
Related Materials:

Brief Description of the Collection:
LU 9:1-2 Box 1: General Materials and Publications
LU 9:1-2 Box 2: Restricted General Materials and Publications
LU 9:3 Box 1: Applications for Faculty Positions, Reports and Studies
LU 9:3 Box 2: Policies, Manuals and Accreditation Materials
LU 9:4 Box 1: Minutes Etc.
Detailed Description of the Collection:

LU 9:1-2 Box 1
Sub-Group 1: General Materials
   Series 1: Student Materials
      Unit 1: Academic Status Sheets
      Unit 2: Graduation Rosters
   Series 2: Mass Communications
      Unit 1: Memos and Announcements 1970’s
      Unit 2: Memos and Announcements 1980’s
   Series 3: Faculty Materials
      Unit 1: Faculty Evaluation Forms
Sub-Group 2: Publications
   Series 1: The Academic Dean’s Memo
      Unit 1: 1970’s
         Folder C: Volume 3 (1975 – 1976)
         Folder E: Volume 5 (1977 – 1978)
   Series 2: The Akademian Newsletter
      Unit 1: Volume 1-2 (Summer-Fall 1978)
      Unit 2: Volume 3 (Spring 1979)
      Unit 3: Volume 4 (Fall 1979)
      Unit 4: Volume 5 (Spring 1980)
      Unit 5: Volume 6 (1980 – 1981 School Year)
      Unit 6: Volume 7 (Fall 1981)
LU 9:1-2 Box 2

Series 3: Liberty University Fact Book
Unit 1: 1985 – 1989

LU 9:3 Box 1

Sub-Group 3: Official Papers
Series 1: Applications for Faculty Positions
Unit 1: 1986 – 1988
  Folder A: Applications A-B
  Folder B: Applications C-E
  Folder C: Applications F-H
  Folder D: Applications I-K
  Folder E: Applications L-M
  Folder F: Applications N-R
  Folder G: Applications S-T
  Folder H: Applications U-Z

Series 2: Studies and Reports
Unit 1: Studies of Faculty Load
  Folder A: 1975 – 1979
  Folder B: 1980 – 1984
Unit 2: Ten Year Plan

LU 9:3 Box 2

Series 3: Policies and Manuals
Unit 1: Guide to Creating a 10-Year Plan
Unit 2: Faculty Evaluation and Promotion Guidebook

Series 4: Accreditation Materials
Unit 1: 1974 – 1975
Unit 2: 1975 – 1976
Unit 3: 1976 – 1977
Unit 4: 1978 – 1979

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Sub-Group 4: Minutes Etc.
Series 1: 1970’s
  Unit 1: Undated
  Unit 2: 1976 – 1977
  Unit 3: 1977 – 1978
  Unit 4: 1979 – 1980

Series 2: 1980’s
  Unit 1: 1981 – 1982
  Unit 2: 1982 – 1983
  Unit 3: 1983 – 1984
  Unit 4: 1985 – 1986
  Unit 5: 1987 – 1988

Series 3: 1990’s
  Unit 1: 1998 – 1999
  Unit 2: 1999 – 2000

LU 9:5 Box 1
Sub-Group 5: Council on Academic Affairs
  Series 1: Minutes Etc. 1970’s
    Unit 1: 1972 – 1973
      Folder A: Part 1
      Folder B: Part 2
    Unit 2: 1973 – 1974
    Unit 3: 1974 – 1975
    Unit 4: 1975 – 1976
      Folder A: Part 1
      Folder B: Part 2
    Unit 5: 1976 – 1977
    Unit 6: 1977 – 1978
      Folder A: Part 1

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  Folder B: Part 2
  Folder C: Part 3
Folder D: Part 4
Folder E: Part 5

Unit 7: 1978 – 1979
Unit 8: 1979 – 1980

Series 2: Minutes Etc. 1980’s
Unit 1: 1980 – 1981
Unit 2: 1981 – 1982
Unit 3: 1982 – 1983
Unit 4: 1983 – 1984
Unit 5: 1984 – 1985

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Unit 6: 1985 – 1986
Unit 7: 1986 – 1987
Unit 8: 1987 – 1988

Folder A: Part 1
Folder B: Part 2

Unit 9: 1988 – 1989
Unit 10: 1989 – 1990