

Accession Numbers: UA1982.32, 1982.38, 1983.14, 1983.15, 1983.61

Loyola University Chicago
College of Arts and Sciences

Associate Dean, Water Tower Campus, Records

Dates: 1949-1982 (bulk 1970-1979)

Creator: McCummiskey, James V., S.J.

Hartmann, Cletus F., S.J.

Tischler, Richard E., S.J.

Rodman, Hugh B., S.J.

Hart, Charles W.

Festle, John E., S.J.

Extent: 14.5 linear feet

Level of description: Folder

Processor & date: Ashley Howdeshell, March, 2011; updated by K. Young, 2019

Administration Information

Restrictions: 3 boxes restricted. Consult archivist for details.

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Citation: Loyola University Chicago. University Archives and Special Collections. College of Arts and Sciences, Associate Dean, Water Tower Campus, Records, 1949-1982. Box #, Folder #.

Provenance: Records were transferred to the University Archives in 1982 and 1983 by the Office of the Associate Dean of College of Arts and Sciences.

Separations: Extraneous and duplicate materials were removed and destroyed.

See Also: Office of the President records.

Administrative History

In 1909, St. Ignatius College became the College of Arts and Sciences of Loyola University. The first person to hold the title Dean of the College of Arts and Sciences was Rev. Joseph Reiner, S.J., from 1923 to 1931. The position of Associate Dean of the College of Arts and Sciences was established in 1946. The Associate Dean implements policies and plans at the Water Tower Campus set by the Dean of the College of Arts and Sciences.

James V. McCummiskey, S.J. held the first Associate Dean position from 1946-1949. Cletus F. Hartmann, S.J. was Associated Dean from 1950 to 1951; he was followed by Richard E. Tischler, S.J. from 1952 to 1956. Hugh B. Rodman, S.J. was Associate Dean from 1958 to 1970 and his successor was Charles W. Hart, 1972-1977. John E. Festle, S.J. was Associate Dean from 1977 to 1982. These records cover the tenure of these six Associate Deans.

Scope and Content

The College of Arts and Sciences, Associate Dean, Water Tower Campus records consist of 14.5 linear feet spanning the years 1949-1982 and covering the tenure of six Associate Deans. The records include annual reports, staff procedural documents, correspondence,

committee minutes, departmental memorandums, financial documents, policy statements, statistics, and student records. Series are arranged alphabetically by subject.

Series 1: Associate Dean's Records, 1949-1982, n.d., Box 1-26

This series contains records from the Associate Dean's Office. The series contains annual reports, staff procedural documents, correspondence, policy statements, departmental memorandums, committee minutes, financial documents, and statistics.

Series 2: Restricted, 1955-1981, Boxes 27-29

This series contains student and faculty records.

Subjects:

Admissions
Afro-American Studies
Affirmative Action
Alpha Sigma Nu
Annual Reports
Anthropology
Applied Physics
Business Administration
Campus Ministry
Centennial
Chemistry Department
Classical Studies Department
Communication Arts Department
Correspondence
Criminal Justice Department
D'Arcy Gallery
Economics
English Department
English Writing Center
Enrollment
Faculty Council
Festle, S.J., John E.
Fine Arts Department
Freshman Orientation
Graduate School
Hart, Charles W.
Hartmann, S.J., Cletus F.
History Department
Honors Program
Loyola University Chicago
Mathematical Department
Matre, Richard A.
McCummiskey, S.J., James V.
McNamara, Robert J.
Military Sciences Department

Modern Languages Department Niles
College
Philosophy Department Political
Science Department Psychology
Department Rodman, S.J., Hugh B.
Scholarship Committee
School of Education
School of Social Work Sociology
Department
Statistics
Theology Department
Tischler, S.J., Richard E.
Urban Ethnic Studies Department
Walker, Ronald E.
High Risk Education program
Project Head Start

Accession Numbers: UA1982.32, UA1982.38. UA1983.14, UA1983.15, UA1983.61

Creators: McCummiskey, James V., S.J.; Hartmann, Cletus F., S.J.; Tischler, Richard E., S.J.; Rodman, Hugh B., S.J.; Hart, Charles W.; Festle, John E., S.J.

<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
<u>Series 1: Associate Dean's Records, 1949-1982,</u>			
<u>n.d.</u>			
1	1	Academic Calendar	1964-1976
1	2	Academic Calendar	1976-1980
1	3	Academic Priorities Committee	1977
1	4	Academic Survey	1967-1976
1	5	Administrative Council	1957-1976
1	6	Administrative List	1977
1	7	Admissions Committee Minutes	1979-1970
1	8	Admissions Forms	1978-1979
2	1	Admissions Policy	1949-1977
2	2	Admissions Policy Index	n.d.
2	3	Advanced Placement Program	n.d.
2	4	Affirmative Action	1970-1971, 1978-1980
2	5	Afro-American Studies Program	1974-1977
2	6	Alpha Sigma Nu	1968-1977
2	7	Alumni Relations	1973-1974
2	8	Annual Reports to the President	1949-1967
2	9	Annual Reports to the President	1966-1967, 1973
2	10	Anthropology Department	1970-1975
3	1	Anthropology Department – Annual Reports	1965-1970
3	2	Applied Psychology	1978-1980
3	3	Applied Psychology	1981-1982
3	4	Appointments	1970-1975
3	5	Association of American Colleges	1971
3	6	Buckley Amendment – Family Educational Rights and Privacy Act of 1974	1975
3	7	Budgets	1958-1961
3	8	Business Administration, School of	1973-1976
3	9	Campus Ministry	1972-1977
3	10	Centennial Events	1969
3	11	Chairmen's Meeting Minutes	1975-1977
3	12	Chemistry Department	1974
3	13	City College Courses and Loyola Equivalents	n.d.
3	14	Class Schedules	1948-1959, 1964-1965
3	15	Classical Studies Department	1960-1977
3	16	Classical Studies Department	1980

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3	17	Classical Studies Department – Annual Reports	1963-1969
4	1	Communication Arts Department	1972-1977
4	2	Communication Arts Department	1973-1976
4	3	Communication Arts Department	1977
4	4	Communication Arts Department	1978
4	5	Communication Arts Department	1979-1980
4	6	Communication Arts Department	1980-1981
4	7	Communication Arts Department	1981-1982
4	8	Communication Arts Department – Annual Reports	1956-1969
4	9	Comprehensive Examinations	1970
4	10	Consolidation Committee	1965-1968
5	1	Core Curriculum	1970-1977
5	2	Correspondence – Charles W. Hart	1971-1977
5	3	Correspondence – Richard A. Matre	1970-1973
5	4	Correspondence – Richard A. Matre	1974-1977
5	5	Correspondence – Robert J. McNamara	1970-1973
5	6	Correspondence – Ronald E. Walker	1973-1974
5	7	Correspondence – Ronald E. Walker	1975-1977
6	1	Correspondence Study Division	1974-1975
6	2	Course Scheduling	1978-1980
6	3	Counseling Corps	1976-1977, n.d.
6	4	Criminal Justice	1970-1974
6	5	Criminal Justice	1975-1977
6	6	Criminal Justice Department	1977-1978
6	7	Criminal Justice Department	1978-1979
7	1	Criminal Justice Department	1979-1980
7	2	Criminal Justice Department	1980-1981
7	3	Criminal Justice Department	1981-1982
7	4	Criminal Justice Department – Director Appointment	1975
7	5	Criminal Justice Department – Promotional Literature	n.d.
7	6	Criminal Justice Program	1974-1977
7	7	Criminal Justice Symposium	March 19, 1980
7	8	Curriculum Committee	1965-1968
7	9	Danforth Foundation Fellowship	1968-1975
7	10	D’Arcy Gallery	1970-1977
7	11	Dean’s Advisory Committee	1965-1969
7	12	Dean’s Council Meeting Minutes	1974
8	1	Dean’s List	1968-1978
8	2	Degrees Conferred by Division and Curriculum	1923-1964
8	3	Economics Department – Annual Reports	1964-1967
8	4	Education, School of	1960-1977
8	5	Education, School of	1980-1981
8	6	Education – Annual Reports	1961-1969
8	7	Education, School of – Curriculum and State	1968, 1971, n.d.

		Certificate Requirements	
8	8	English Composition Proficiency Examination	1972
8	9	English Department	1960-1970
8	10	English Department	1970-1976
8	11	English Department	1971-1972
9	1	English Department	1973
9	2	English Department	1974
9	3	English Department	1975
9	4	English Department	1976-1977
9	5	English Department	1978-1979
9	6	English Department	1979-1980
9	7	English Department	1980-1982
9	8	English Department – Annual Reports	1958-1965
9	9	English Department – Annual Reports	1968-1974
9	10	English Writing Center	1978-1982
9	11	English Writing Center – Placement Examinations	1978-1982
10	1	English Writing Center – Referral Forms	1980, 1982
10	2	English Writing Placement – Sample Letters to Students	1978-1980
10	3	English Writing Sections – Reports/Statistics	1977-1979
10	4	English Writing Sections – Reports/Statistics	1980
10	5	English Writing Sections – Reports/Statistics	1981
10	6	Enrollment	1909-1970
10	7	Enrollment – I Semester	1972-1973
10	8	Enrollment Projections	1968-1972
10	9	Examination Procedures	1968-1977
10	10	Faculty Council	1972
10	11	Faculty Council	1972-1974
10	12	Faculty Council	1975
10	13	Faculty Directory	1966-1968
10	14	Faculty Directory	1967-1971
11	1	Faculty Rules and Procedures	1978-1981
11	2	Financial Aid, Office of	1972-1977
11	3	Fine Arts Department	1970-1975
11	4	Fine Arts Department	1972-1977
11	5	Fine Arts Department	1977-1978
11	6	Fine Arts Department	1979-1980
11	7	Final Grades	1971
11	8	Foundations	1968, 1977
11	9	Foreign Students	1952-1969
11	10	Freshman Class Profile	1966-1968
12	1	Freshman Learning Groups	1971-1972
12	2	Freshman Orientation	1961-1971
12	3	Freshman Orientation	1971
12	4	Freshman Orientation	1972-1973
12	5	Freshman Summary, Data on	1953-1972

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12	6	General Counsel's Office	1975
12	7	General Studies	1972
12	8	Grade Distribution Studies	1950-1957
12	9	Graduate School	1976-1977
12	10	Grant Information	1972-1973
12	11	Grant Information	1974-1977
12	12	Grant Proposals – History, George Szemler	1975
12	13	Guidance and Counseling	1974
13	1	High Risk Education Program	1969
13	2	History Department	1969-1976
13	3	History Department	1978-1979
13	4	History Department	1979-1980
13	5	History Department	1980-1981
13	6	History Department	1981-1982
13	7	History Department – Annual Reports	1956-1961
13	8	History Department – Annual Reports	1961-1969
13	9	Honors Program	1959-1971
14	1	Honors Program	1972-1977
14	2	Honors Program	1978-1979
14	3	Honors Program – Annual Reports	1960-1973
14	4	Honors Program Convocations	1945-1976
14	5	Humanities Meeting Minutes	1973
14	6	Illinois Financial Assistance Act (House bill 1218)	1971-1976
14	7	Information Packet	1981
14	8	Information Systems Newsletters	1972
14	9	Internal Education, Office of	1973-1975
15	1	Jesuit Educational Association	1947-1977
15	2	Jesuit Educational Association Meetings	1958-1967
15	3	Law, School of	1974
15	4	Lewis Towers Deans Meeting	1971
15	5	Lewis Towers Space Committee	1972-1974
15	6	Lewis Towers Space Committee	1975-1977
15	7	Lewis Towers Student Operations Board	1972-1974
15	8	Long Range Planning Committee	1971
16	1	Management Planning Session	1973
16	2	Mathematics Department	1965-1975
16	3	Mathematical Sciences Department	1977-1978
16	4	Mid-Semester Grades	1977-1980
16	5	Mid-Term Grades	1974-1978
16	6	Military Sciences Department	1961-1976
16	7	Military Sciences Department – Annual Reports	1961-1970
16	8	Mini-Courses	1973-1974
16	9	Modern Languages Department	1953-1973
16	10	Modern Languages Department	1957-1973
16	11	Modern Languages Department	1974-1977
16	12	Modern Languages Department	1978-1979

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16	13	Modern Languages Department	1979-1981
17	1	Natural Science Department	1973-1977
17	2	Natural Science Department – Annual Reports	1955-1969
17	3	Niles College – Annual Report	1968-1969
17	4	New Programs and Curriculum Changes	1971-1975
17	5	Newsletter, Lewis Towers Arts and Sciences	1971, 1975
17	6	North Central Association	1973-1975
17	7	Nursing, School of	1964-1975
17	8	Nursing, School of – Schedule of Classes	1973-1975
17	9	Open House Days	1977-1979
18	1	Open House Days	1980-1982
18	2	Philosophy Department	1951-1977
18	3	Philosophy Department	1976, 1979, 1982
18	4	Philosophy Department – Annual Reports	1959-1965
18	5	Physical Education Department	1963-1975
18	6	Physical Education Department	1978, n.d.
18	7	Placement Office	1972
18	8	Political Science Department	1956-1977
18	9	Political Science Department	1978-1980
18	10	Political Science Department	1981-1982
19	1	Political Science Department – Annual Report	1955-1969
19	2	Positions Available	1978-1982
19	3	Pre-Law Proposal	1974
19	4	President’s Medallion	1977
19	5	President, Office of	1971-1977
19	6	Project Head Start	1967
19	7	Psychology Department	1951-1965
19	8	Psychology Department	1966-1975
19	9	Psychology Department	1978
19	10	Psychology Department – Annual Reports	1959-1968
19	11	Registration and Enrollment	1971-1977
20	1	Registration	1978-1982
20	2	Residence Hall Directory	1972-1973
20	3	Rome Center	1969-1975
20	4	Salary Administration Policy	1978-1982
20	5	Schedule Changes	1970-1978
20	6	Scholarship Committee – Budget	1974-1976
20	7	Scholarship Committee – General Information	1972-1975
20	8	Scholarship Committee Minutes	1972-1973
20	9	Scholarship Committee Minutes	1973-1974
20	10	Scholarship Committee Minutes	1974-1975
20	11	Scholarship Committee Minutes	1975-1976
20	12	Security Committee, Ad Hoc	1975
20	13	Search Committee for the Dean of the College of Arts and Sciences	1973
20	14	Senate at Lewis Towers (S.A.L.T.)	1973-1975
21	1	Social Work, School of	1971-1976

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21	2	Social Work Department	1977-1978
21	3	Social Work Department	1978-1979
21	4	Social Work Department	1979-1980
21	5	Social Work Department	1980-1981
21	6	Social Work Department	1981-1982
21	7	Social Work, School of – Course Offerings	1975-1976
21	8	Social Work, School of – Promotional Literature	1964-1978
21	9	Social Work – Publications	1980-1982
21	10	Social Work Symposium	1977
21	11	Sociology Department	1969-1974
22	1	Sociology Department	1971-1974
22	2	Sociology Department	1975-1977
22	3	Sociology Department	1977-1979
22	4	Sociology Department	1979-1981
22	5	Sociology Department – Annual Reports	1956-1969
22	6	Space Management Committee	1981-1982
22	7	Staff Procedures and Benefits	1968-1975
23	1	Stanford Diagnostic Reading Test	1975
23	2	Statistics	1980-1981
23	3	Statistics – Comparative	1968-1973
23	4	Statistics – Enrollment	1947-1958
23	5	Student Personnel Services	1967-1973
23	6	Student Personnel Services	1974-1977
23	7	Student Profile, Lewis Towers	1971
23	8	Student Welcome Packet	1975-1976
23	9	Summer Session	n.d.
23	10	Survey of Freshman Applications and Registered Full-Time Undergraduates	1960-1968
23	11	Survey of Freshman Applications and Full-Time Undergraduate Registration	1966
24	1	Theology Department	1960-1975
24	2	Theology Department	1978-1982
24	3	Theology Department – Annual Reports	1956-1969
24	4	Three Year Plans for Academic Departments	1976
24	5	Three Year Plans for Academic Departments, continued	1976
24	6	Three Year Plans by Department, Afro-American Studies – Mathematics	1977-1980
25	1	Three Year Plan by Department, Military Science – Theology	1977-1980
25	2	Three Year Plan	1977-1980
25	3	Undergraduate Major Manual	1979
25	4	Uniqueness Committee	1974-1975
25	5	University Housing Opinion Survey	1973
25	6	Urban Ethnic Studies Program	1970-1971, n.d.
25	7	Urban Ethnic Studies Program	1973
26	1	Urban Ethnic Studies Program	1974

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26	2	Urban Ethnic Studies Program	1975-1977
26	3	Urban Ethnic Studies Program – Funding and Grants	1971-1972
26	4	Urban Ethnic Studies Program – Funding and Grants	1973
26	5	Urban Ethnic Studies Program – Funding and Grants	1974-1975
26	6	Urban Government	1976
26	7	Weekend College	1977
26	8	Women’s Studies Program	1979-180

Series 2 : Restricted, 1955-1981

27	1	Admissions Committee on Undergraduates	1975-1981
27	2	Admissions Review Committee	1973-1977
27	3	Alpha Sigma Nu	1968-1970
27	4	Communication Arts Department	1974
27	5	Criminal Justice Program – Letters of Recommendation	1975-1977
27	6	Faculty Personnel Records – Social Work Department	1981
27	7	Student Records	1974, n.d.
27	8	Student Records – Academic Survey	1964-1970
27	9	Student Records – Admissions	1953-154, n.d.
27	10	Student Records – Advanced Placement	1965-1971
27	11	Student Records – Alpha Sigma Nu	1974-1975
28	1	Student Records – Annual Report to the Departmental Chairmen	1964-1970
28	2	Student Records – Biographical Record	n.d.
28	3	Student Records – Bursar	1972-1976
28	4	Student Records – Class Enrollment Report	1977-1978
28	5	Student Records – Communication Arts Department	1972-1973
28	6	Student Records – Dean’s List	1967-1974
28	7	Student Records – Economics and Finance Department	1962-1963, 1972-1976
28	8	Student Records – English Composition Proficiency Examination	1972
28	9	Student Records – English Department	1968-1975
28	10	Student Records – Examiner File	1980
28	11	Student Records – Freshman Placement	1972
28	12	Student Records – Grade Report	1975
28	13	Student Records – Health Professions Advisory Committee	1973-1974
28	14	Student Records – Honors Program	1968-1972
28	15	Student Records – Illinois Financial Assistance	1972-1973, n.d.

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		Act	
28	16	Student Records – Medical School	1974
28	17	Student Records – Modern Languages	n.d.
		Department	
28	18	Student Records – Office of the Examiner	1972-1977
28	19	Student Records – Philosophy Department	1964-1969
29	1	Student Records – Probation Lists, Lake Shore	1963, 1971
		Campus	
29	2	Student Records – Probation Lists, Lewis Towers	1955-1973
		College of Arts and Sciences	
29	3	Student Records – Probation Lists, Lewis Towers	1973-1978
		College of Arts and Sciences	
29	4	Student Records – Probation Lists, School of	1969-1977
		Business Administration	
29	5	Student Records – Probation Lists, School of	1970-1977
		Education	
29	6	Student Records – Scholarships and Fellowships	1975-1981
29	7	Student Records – School of Education	1976-1977
29	8	Student Records – Transcript	1972
29	9	Student Records – Urban Ethnic Studies Program	1977