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UA1981.36

## Loyola University Chicago

### Office of Student Affairs

### Donna Dorl, Director of Student Activities, Records

**Dates:** 1962-1981, Undated

**Creator:** Donna Dorl (1948-)

**Extent:** 2.5 linear feet

**Level of description:** Folder

**Processor & date:** Bryan Morey, February 2019

#### **Administration Information**

**Restrictions:** Box 7 is restricted per University Archives policies.

**Copyright:** Copyright in materials created by employees, committees, and student organizations during their time at Loyola University Chicago is owned by the University.

**Citation:** Loyola University Chicago. Archives & Special Collections. *Donna Dorl, Director of Student Activities, Records, 1962-1981*. Box #, Folder #.

**Provenance:** Transferred from the Office of Student Affairs on April 10, 1981.

**Separations:** A photograph related to Loyola's choir club (Lodorians) was separated and transferred to the University Photograph Collection. Documents with sensitive personal information were pulled and shredded.

**See Also:** Donna Dorl, Director of Student Activities, Records, Joan Steinbrecher, Ph.D., Dean of Students Records, 1964-1981, Mariette LeBlanc, Associate Dean of Students, Records, Lake Shore Student Government Association (LSGA) Records, Student Organizations & Events Records; University Photograph Collection.

#### **Administrative History**

Established in 1983, the office of the Vice President of Student Services originated in 1929 as two separate offices for male and female students – the offices of the Dean of Men and the Dean of Women. These offices continued in existence until 1969. In 1946 the office of the Dean of Students was established with both the Dean of Men and Dean of Women reporting to the Dean of Students. In 1971 the former Dean of Men and Dean of Women offices were retitled Associate Dean of Students reporting to the Dean of Students. In 1973 the office of the Dean of Students was renamed the office of the Vice President of Student Services. In 1974, Mariette M. LeBlanc was appointed the first female Vice President for Student Services, where she served until her retirement in 1987. She previously served as Associate Dean and Dean of Students at the Water Tower Campus.



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During the fall semester of 1978, Student Services appointed Donna Dorl to Director of Student Activities and Assistant Dean of Students for Loyola's Lake Shore Campus. She earned her Bachelor's degree at the University of Wisconsin-Eau Claire and her Master's degree in Education Administration at the State University of New York in Albany. She previously worked in Student Activities at Rensselaer Polytechnic Institute in Troy, New York, and at the University of Wisconsin-Eau Claire.

## **Scope and Content**

The Donna Dorl, Director of Student Activities, Records, consist of 2.5 linear feet spanning the years 1962-1981. Records include committee minutes, correspondence, applications for approval for campus speakers, orientation week programs and plans, lists of campus speakers and events, university calendars, student club minutes and by-laws, affirmative action reports for the Office of Student Affairs, and financial information for the Student Activities Board, Centennial Forum, and various student organizations.

## **Series**

### **Series 1: Student Activities, 1963-1980. Boxes 1-2.**

This series includes lists of campus events, convocation plans, applications for off-campus speakers (non-Loyola individuals coming to Loyola's campus to speak), lists of approved off-campus speakers, committee meeting minutes, correspondence, semester calendars, Affirmative Action reports, Student Activities Award Banquet plans, a nomination for dorm-of-the-year, and Student Handbook update plans.

### **Series 2: Student Organizations, 1963-1980, Undated. Boxes 2-3.**

This series includes student organization correspondence, by-laws, promotional materials, election information, a summary of all student organizations, and leadership handbooks. The following student organizations are included: Loyola Concert Choir / Lodorians (university glee club), Circle K International, Afro-American Student Organization, Loyola College Radio Conference, College Democrats, Tau Kappa Epsilon, and Loyola Student Government Association. A letter to Senator Edward Kennedy requesting that he speak to the College Democrats is also included.

### **Series 3: Financial, 1975-1980. Boxes 3-6.**

This series includes budgets, check requisitions, and invoices, for the Student Activities Office, Student Activities Board, Centennial Forum, and student organizations, including the Loyola *Phoenix* newspaper, Loyola Student Government Association, Water Tower Government, Volunteer Action Program, Latin America Student Organization, Black Cultural Center, Cadence, Loyolan yearbook, and WLUC radio.



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**Series 4: Restricted, 1962-1981. Box 7.**

This series includes dormitory officer and resident names and addresses, student organization member addresses, Affirmative Action lists, President's Ball invitation lists, and student organization officers' addresses.

**Subjects:**

Affirmative Action  
Afro-American Student Organization  
Award Banquet, Office of Student Activities  
Black Cultural Center  
Cadence  
Circle K International  
Centennial Forum  
College Democrats  
Convocation  
Delaware Hall  
Dorl, Donna  
Greek Week  
Hunger Week  
Kennedy, Edward  
Latin American Student Organization  
Lodorians  
Loyolan yearbook  
Loyola College Radio Conference  
Loyola Concert Choir  
Loyola Student Government Association  
National On Campus Report  
North Shore Emergency Association  
Orientation  
Mertz Complex  
*Phoenix*  
President's Ball  
Stebler Hall  
Student Activities Board  
Student Activities Office  
Student Government Association  
Student Services and Welfare, Committee  
Tau Kappa Epsilon  
Volunteer Action Program  
Water Tower Government  
WLUC radio



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**Accession No.: UA1981.36**  
**Creator: Donna Dorl (1948-)**

<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
<b><u>Series 1: Student Activities, 1963-1980</u></b>			
1	1	Loyola University Campus Events, Convocation	1963-1964
1	2	Room Clearances	1965-1966
1	3	Student Activities – correspondence, directory, report, awards banquet	1966-1981
1	4	List of speakers and their topics	May 1967 – May 1969
1	5	Speaker clearances for off-campus speakers	September 1967 – May 1968
1	6	Location of off-campus events	1968
1	7	Orientation Week Program	September 4-8, 1968
1	8	Orientation Week Pamphlet	1969
1	9	Mertz Complex Scheduling	February 1969
1	10	Speaker clearances for off-campus speakers	February – April 1969
1	11	Speaker Clearances for Off-Campus Speakers	June 1968 – May 1969
1	12	Organization Development Committee Meeting Minutes – North Shore Emergency Association – Loyola Plans	November 1968 – October 1969
1	13	Semester Calendar	1969-1970
1	14	Speaker clearance for off-campus speakers	September 1969 – January 1970
1	15	Minutes for committee for Student Services and Welfare	October – December 1969
1	16	Delaware Hall – Dormitory of the year nomination statement	March 20, 1971
2	1	Affirmative Action Progress Reports	1972-1978
2	2	Greek Week – Planning and Schedules	1973, 1974, 1977
2	3	Office of Student Activities Award Banquet – Correspondence: Organization Heads, Invites, Fr. Baumhart, Planning Committee	Spring 1974
2	4	Office of Student Activities Award Banquet – Organization Procedures Program	Spring 1974



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2	5	Student Activities Office Award Banquet – Banquet Facility	Spring 1974
2	6	Student Activities Office Awards Banquet – Invitations	Spring 1974
2	7	Student Activities Office Awards Banquet – Award Plaque orders	Spring 1974
2	8	Student Activities Office Awards Banquet – Flowers for banquet – order forms	Spring 1974
2	9	Committee on Student Life – Minutes, agendas, list of student organizations	1975-1976
2	10	National On Campus Report – Subscription – Student Activities Office	1976-1977
2	11	Contracts for performers for fall events	1977
2	12	Semester Events Calendar	1977-1978
2	13	Hunger Week Schedule	November 13-21, 1978
2	14	Academic Calendar	1978-1979
2	15	Committee on Student Life, Organizational Development Committee, Student Organization Committee, Publications Board, and Food Committee – Minutes, correspondence	1978-1979
2	16	Student Community Action / Service Projects	1978-1979
2	17	Student Handbook – 1974-1975 – letter about updates	March 10, 1980

**Series 2: Student Organizations, 1963-1980,**  
**Undated**

2	18	Loyola Concert Choir / Lodorians	1963-1969
2	19	Circle K International	1963-1970
3	1	Afro-American Student Organization	1969
3	2	Summary of Student Organizations	Circa late 1960s-1970s
3	3	Loyola College Radio Conference	February 15-17, 1974
3	4	Loyola College Democrats – request for Senator Edward Kennedy to visit campus and speak	1978
3	5	Circle K Club petition and by-laws, Tau Kappa Epsilon Membership, LGSA elections	1979-1980
3	6	Student Organizations Handbooks – for leaders	Undated



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**Series 3: Financial, 1975-1980**

3	7	Student Activities Office Budget Summaries	1975-1980
3	8	Attached Budget Transfer Requests for <i>Phoenix</i> Newspaper	September 27, 1976
3	9	Budget Summary for Student Organizations	1976-1978
3	10	Correspondence about budget clearance – Student Activities Office	1976-1980
3	11	Budget Summary for Centennial Forum	1977-1978
3	12	Budget Summary for Student Activities	1977-1978
3	13	Centennial Forum Purchase Orders	1977-1978
3	14	Loyola <i>Phoenix</i> purchase orders and check requisitions	1977-1978
3	15	<i>Phoenix</i> – Completed Purchase Orders	1977-1978
3	16	Purchase Orders Pending – Student Activities Office	1977-1978
3	17	Student Activities Board Budget Ledgers, requisitions, purchase orders	1977-1978
3	18	Student Activities Board – Cost of Activities	1977-1978
4	1	Student Activities Office Budgets, purchase requisitions, invoices	1977-1978
4	2	Budgets – orientations, Student Activities Office	1978
4	3	Budget Request and Summary	1978
4	4	Loyola Student Government Association Budget Ledgers and Check Requisitions	1978
4	5	Loyola Student Government Association – Income	1978
4	6	<i>Phoenix</i> Newspapers income	1978
4	7	Student Activities Board income	1978
4	8	Student Activities Special Events	1978
4	9	Summer Orientation	1978
4	10	Fall Orientation Budget Ledger, purchase orders	1978
4	11	<i>Phoenix</i> Newspaper – Printing	1978
4	12	Student Activities Office – Fall Orientation – budgets, check requisitions	Fall 1978
4	13	Student Activities Office – Fall Orientation – budget ledgers, check requisitions, purchase orders	Fall 1978
4	14	Purchase orders – <i>Phoenix</i> , Centennial Forum (1 of 2)	1978-1979



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5	1	Purchase orders – <i>Phoenix</i> , Centennial Forum (2 of 2)	1978-1979
5	2	Receipts for Summer Overnight Orientation	1978-1979
5	3	Student Activities Board – Freshman Summer Overnight Orientation, Centennial Forum, events – purchase orders, requisitions (1 of 2)	1978-1979
5	4	Student Activities Board – Freshman Summer Overnight Orientation, Centennial Forum, events – purchase orders, requisitions (2 of 2)	1978-1979
5	5	Student Activities Office – budgets (1 of 2)	1978-1979
5	6	Student Activities Office – budgets (2 of 2)	1978-1979
5	7	Student Activities Office budget correspondence	1978-1979
5	8	Budget Summary for Awards Banquet President’s Ball	1978-1980
5	9	Loyola Student Government Association – budget	1979
6	1	Summer Overnight Orientation Budget	1979
6	2	Awards Banquet purchase orders and budget ledgers	May 1979
6	3	President’s Ball budget amendment	November 5, 1979
6	4	Volunteer Action Program budget ledgers, invoices, check requisitions	1979-1980
6	5	Budget Summaries: Loyola Student Government Association, Water Tower Government, Latin American Student Organization, Black Cultural Center	1980
6	6	Budget Summary for Cadence, Loyolan yearbook, and WLUC Radio	1980
6	7	Budget Summary for <i>Phoenix</i> and Volunteer Action Program	1980

**Series 4: Restricted, 1962-1981**

7	1	Stebler House Government and Residents	1962-1977
7	2	Loyola Concert Choir – member lists and addresses	1963-1969
7	3	Delaware Hall Residents and Financials	1963-1973
7	4	Circle K International Club – officers – addresses – membership report	1963-1970
7	5	Student Organization Presidents and Moderators	1968-1976



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7	6	Affirmative Action Ethnic Analysis Report for Student Activities Office	April 13, 1977
7	7	President's Ball invitation list	1979
7	8	Student Organization Officer Addresses	1979-1981