

## University Libraries

### Departmental Records, 1893-1995

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#### Overview of the Collection

<b>Repository:</b>	Clemson University Libraries Special Collections, Clemson, South Carolina
<b>Creator:</b>	Clemson University
<b>Collection #:</b>	Series 74
<b>Title:</b>	University Libraries Departmental Records
<b>Dates:</b>	1893-1995, bulk dates 1932-1990
<b>Abstract:</b>	This collection documents the departmental records of the Clemson University libraries.
<b>Quantity:</b>	48 cubic feet consisting mainly of folders and 29 ledgers, 46 photographs, 28 audiocassettes, 5 oversize folders

#### Scope and Content Note

The majority of the collection consists of documents, but it also includes photographs, ledgers, floor plans, audiocassettes, and oversize material.

The bulk of the correspondence is that of library directors Cornelia Graham, Gordon Gourlay, Joe Boykin, and associate library director Richard Meyer.

The material in the collection covers the period 1893-1995, with most of the collections dating from 1932-1990.

This collection is organized into five subseries, as follows: Administrative; Committees/Commissions/Task Forces/Groups; Units/Branches; Publications and Ephemeral Material; Memorabilia/Oversize/Collected/Photographs/Audio.

The records are arranged chronologically by series, and alphabetically within each subseries with one exception. Part of the Administrative files are arranged by an alphanumeric code.

Particular topics of interest in this collection are Clemson University Libraries, activities of library committees, library faculty and staff, library automation, construction of library building, and library reorganization.

Major correspondents include Cornelia Graham, Gordon Gourlay, Joe Boykin, Richard Meyer.

## Administrative History

Librarians/Directors	1897	C.M. Furman, Jr.
	1901-1903	A. Lesesne Lewis
	1903-1906	Susan Hall Sloan
	1906-1925	Katherine B. Trescot
	1925-1931	Marguerite Doggett
	1931	Mary Conrad Stevenson (acting)
	1932-1954	Cornelia Graham
	1954-1980	J.W. Gordon Gourlay
	1980-1981	Richard Meyer (acting)
	1981-Present	Joseph F. Boykin, Jr.
Library Location:	1893-1926	Main Building (Tillman Hall)
	1926-1966	Agricultural Building (Sikes Hall)
	1966 - Present	Robert Muldrow Cooper Library

## Additional Collection Information

### Restrictions

#### Restrictions on Access:

A portion of this series with material related to confidential matters such as personnel and student records is restricted. [see Subseries V., E.]

### Preferred Citation

#### Cite as:

Description and date of item, Folder No., Series 74, University Libraries Departmental Records, 1893-1995, Special Collections, Clemson University Libraries, Clemson, SC

#### Generic example:

Memo, Goodman to Gourlay, December 11, 1953, Folder 10, Box 4, Series 74, University Libraries Departmental Records, 1893-1995, Special Collections, Clemson University Libraries, Clemson, SC

### Biographical Note

Cornelia Ayer Graham was the daughter of Bothwell and Sarah Virginia Ayer Graham

John Wallace Gordon Gourlay

Joseph Boykin was born November 7, 1940.

Richard Meyer

### Chronology

Cornelia Graham

1922	Clemson College Library, Assistant Librarian
1932	Clemson College Library, Librarian
1958	Clemson College Library, Retires

John Wallace Gordon Gourlay

1954	Clemson College Library, Director of Library
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Joseph Boykin

1965-1968	University of North Carolina at Charlotte, Assistant to the Librarian and Instructor
1968-1970	University of North Carolina at Charlotte, Acting Head Librarian and Assistant Professor
1970-1981	University of North Carolina at Charlotte, Director of the Library and Associate Professor
1981-	Clemson University, Director of Libraries and Librarian

Richard Meyer

August 1979	Clemson University Libraries, Associate Director
July 1, 1980	Clemson University Libraries, appointed acting director

### Administrative Subseries I.

This series of records consists of annual reports, correspondence, memoranda, minutes, and publications. The bulk of records is correspondence of library directors Cornelia Graham, Gordon Gourlay, and Joe Boykin spanning the years 1932-1990. Documented in the records are activities of committees, faculty and staff, library automation, construction of library building, and library reorganization. There is correspondence from deans and directors, treasurers and college presidents that reflects the on-campus activities as well as the university's programs throughout the state and nation.

The administrative files of Joe Boykin and Richard Meyer, Associate Director, are arranged by an alphanumeric code [A1, A2, B1, B2, etc.]. The earlier administrative records of Gordon Gourlay, Cornelia Graham and Katherine Trescot are arranged alphabetically by subject. The records are subdivided into the following five sub-series and arranged alphabetically by subject.

Box	Folder	Title
	1	A1 Library Automation, 1971-1987
	5-6	A2 South Carolina Task Force – Library Automation, 1979-1987
	7	A3 Consortium to Develop an On-line Catalog, 1981
	8	A4 Information Technology Needs, 1985-1989
	9	A5 Northwestern Online Total Integrated System [NOTIS], 1988-1989
	10-12	B1 Budget, 1979-1990
	13-2(1)	B1a Five-Year Plan, 1970-1980
2	2	B1b Student Hours, 1981-1985
	3	B1c Financial Information System, 1979-1980
	4	B1d Current Needs, 1984
	5	B2 Budget Requests, 1990-1991
	6-7	B3 Internal Audit, 1979-1991
	8	B4 Travel Information, 1979-1981
	9-10	B6 Grants and Contracts, 1981-1990
	11	B7 HEGIS Report, 1979-1982
	12-13	B8 Clemson University Major Funds Group, 1974-1991
	14-15	B9 Proposed Donation Organization, 1980-1989
	16-3(1)	B9a Proposed Donors, 1981-1990
3	2	B9b Joseph Shirley Endowment, 1981-1989
	3	B9c Abram Wolfe Davidson, 1981-1982
	4	B9d Anthony Hunt Collection, 1982
	5	B9e Walter Brown, 1979-1987
	6	B9f Carl Lund, 1982-1988
	7	B9g General Hugh B. Hester, 1983-1984
	8	B9h John Mapler, 1983-1984
	9	B9i Edward Young, 1983-1984
	10	B9j Latimer, 1972-1987
	11	B9k James Duffy, 1983
	12	B9l Helen Gerardia, 1983
	13	B9n Katherine Watson, 1983
	14	B9o Calhoun Lemon, 1984-1985
	15	B9p Eleanor Fike, 1984
	16	B9q Nancy Steorts, 1985
	17	B9r James R. Mann, 1985-1986
	18	B9s George B. Hartzog, 1984
	19	B9t Mrs. John Lane, 1985
	20	B9u Kathryn Inabinet, 1985
	21	B9v Bernice Morecock, 1985
	22	B9w Bookplate Donors, 1985
	23	B9y Carroll Campbell, 1986
	24	B9z Mary Katherine Littlejohn, 1988-1991
	25-26	B10 Clemson University Libraries Endowment, 1972-1990
	27	B12 Library Friends, 1989-1990
	28	B15 Athletic Department Block C Club, 1984
	29	B16 Donation – Books/Magazines, 1982-1991
4	1-6	C1 Collection Development Committee, 1979-1988
	7	C1a Collection Evaluation Methodology, 1977-1982
	8	C2 Library Liaison, 1980-1981
	9-1	C3 Library Council, 1976-1989

5	2	C4	Subscription Review Committee, 1980
	3	C5	Library Tenure and Review Committee, 1980
	4	C6	Faculty Evaluation Committee, 1974-1979
	5	C7	Library Handbook Committee, 1980
	6	C8	Serials List Task Force, 1981-1982
	7-8	C9	Staff Development, 1981-1989
	9-10	C9a	Library Unit Open House, 1981-1987
	11	C9b	Ad Hoc Committee for Bibliographic Orientation, 1981-1982
	12	C10	Ad Hoc Committee to Recommend Ranking, 1982-1985
	13	C10a	Library Faculty Review Committee, 1986
6	1-2	C11	Library Reorganization, 1980-1987
	3	C12	Bylaws, 1982-1990
	4-7	C13	Library Faculty Meetings, 1982-1991
	8-10	C14	Library Advisory Committee, 1983-1985
	11-12	C15	Miscellaneous Ad Hoc Committees, 1987-1994
	13-14	C17	Library Development Advisory Committee, 1984-1987
	15	C18	Northeastern Online Total Information System [NOTIS] Circulation Preparation Committee, 1984-1992
	16	C19	University Library Advisory Committee, 1984-1992
7	1	C20	Libraries Handicapped Committee, 1986-1989
	2-3	C22	Library Classified Staff Council, 1987-1989
	4	C22a	Activities and Events Committee
	5	C22b	Employee Recognition Program, 1986-1990
	6	C23	Staff Meetings, 1989-1991
	7	C24	Library Reclassifications and Salary Adjustments, 1990
	8	C25	Faculty Status on Salaries of Librarians, 1990-1991
	9	D1	Library Hours, 1974-1990
	10	D2	Holiday Schedules, 1974-1989
	11-13	D3	Security, 1972-1992
	14	D4	Inventory, 1981-1984
	15-17	D4a	Value of Book Collection, 1979-1991
	18-20	D5	Equipment, 1978-1988
	21	D5a	Carrells, 1977-1981
8	1	D5b	Printer, 1978-1979
	2-3	D5c	Security System, 1981-1989
	4-5	D5d	Maintenance Agreements, 1982-1990
	6-7	D5e	IBM Circulation, 1976-1986
	8-9	D5f	Library Lockers, 1982-1985
	10	d5g	Microfilms, 1982-1987
	11-12	D5i	Telephones, 1987-1988
	13	D6	Exterior Problems, 1979-1983
	14-15	D6a	Hazardous Weather, 1982-1991
	16-18	D7	Interior Problems, 1985-1991
	19-20	D7b	Temperature and Humidity Control, 1979 July-1989 July
	21-22	D7c	Energy Conservation, 1976-1986
	23-24	D7d	Fire Drills, 1981 October-1988 March
	25	D7e	Photocopying, 1982-1988
	26	D7f	Disaster Plan, 1984-1987
	27-2	D8	Prepared Statistics, 1972-1990
9	3	D8a	FACTS, 1990
	4	D9	Typewriters, 1987

	5	D10	Signage, 1988
	6	D11	Library User Information System [LUIS] Campaign, 1988
	7-8	D12	Identification Cards, 1988-1990
	9	D13	Special Projects, 1974-1986
	10	D14	Incident Reports, 1986-1989
	11	D15	Janitorial Services Contract, 1988-1990
	12	D17	Suggestion Box, 1989
	13	D18	Library Video Report, 1989
	14-18	E1	American Library Association, 1983-1987
	19-1	E2	Association of College and Research Libraries, 1975-1990
10	2-3	E3	Association of Research Libraries, 1989-1990
	4-6	E4	Association of Southeastern Research Libraries-Minutes and Correspondence, 1967-1990
	7-9	E4a	Statistics, 1964-1986
	10-12	E5	Interinstitutional Library Committee, 1965-1987
	13-14	E6	South Carolina Library Association, 1980-1987
11	1	E6a	Legislation Committee, 1986-1987
	2	E6b	Ad Hoc Library Association, 1987
	3-6	E7	Southeastern Library Network [SOLINET], 1979-1988
	7-8	E7a	Contract/Bylaws, 1980-1987
9-10	E7b		Meetings and Workshops, 1981-1991
	11	E7c	Minutes, 1980-1988
	12	E7d	SOLINEWS, 1986-1989
	13	E7e	Taskforce on Governance, 1986
	14-2	E9	Online Computer Library Center [OCLC], 1982-1989
12	3-4	E9a	Users' Council, 1981-1991
	5	E9b	Board of Trustees, 1983-1984
	6	E9c	Online Computer Library Center [OCLC] Users' Council, 1986-1989
	7-8	E11	Southeastern Library Association, 19880-1991
	9-10	E12	Southeastern College and University Libraries, 1941-1988
	11	E12b	College and University Library Association, 1990
	12	E13	Special Libraries Association, 1986-1987
13		E15	South Carolina Library Association/North Carolina Library Association Biennial Conference, 1989
	14-15	E17	Center for Research Libraries, 1982-1986
	16-1	E18	South Carolina State Historical Records Advisory Board, 1981-1989
13	2	E19	Council on Library Resources, 1987
	3	E20	Z39 American National Standards Committee, 1982-1984
	4-5	E21	State Documents Depository, 1982-1990
	6	E22	Piedmont Library Association, 1985-1991
	7	E23	National Agricultural Library [NAL], 1982-1987
	8	E24	Clemson-Furman MBA Program Library Support, 1983
	9	E25	Clemson University/University of South Carolina/Medical University of South Carolina, 1986
	10	E27	National Technical Informational Service [NTIS], 1988-1994
	11	E29	Research Library Network of South Carolina, 1987
	12	E30	Southern University Group, 1988
	13	E33	Cooperative Library Agency for Systems and Services [CLASS], 1989
	14	E37	FAXON, 1991-1992
	15	E39	Council of Librarians, 1990
	16	E40	Locally Mounted Databases, 1990-1991

	17	E41	AGRICOLA, 1990
	18	E44	FOCUS, [N.D.]
	19	E45	National Library Week, 1990
	20	E48	National Agricultural Text Digitizing Program [NATDP] Projects, 1990
	21	E51	Clemson University Forestry and Agriculture Network [CUFAM], 1987
	22-23	F1	Affirmative Action, 1974-1989
	24-25	F1a	Recruitment Procedures, 1981-1989
	26-27	F2a	Ads/Jobs Descriptions/Screening Committee, 1980-1990
	28	F3	Classified Replacement Authorization, 1981
	29	F6	Tenure Policies, 1980-1987
	30	F6a	Suggested, Tenure Agreement, Appointment, Non-Appointment Forms, 1981-1987
	31	F6b	Library Faculty Reappointment, 1989
	32	F6c	Ranking System, 1976-1982
14	1	F7	Faculty Evaluations, 1978-1981
	2-4	F7a	Goals and Objectives, 1977-1994
	5-6	F8	Faculty Complaints/Problems, 1978-1991
	7-10	F9	Organizational Charts, 1982-1991
	11-12	G1	Director's Annual Reports, 1969-1989
	13-2	G1a	Other Written Reports, 1967-1995
15	3	G1b	Library's Annual Reports, 1988-1989
	4-5	G2	News Releases, 1980-1990
	6	G4	Library Guide, 1982
	7	G5	Clemson Publications – Library, 1988
	8	G6b	Automation, 1988
18	9-4	Ho	Director's Correspondence, 1977- 1992
	5	Hob	Southern Association of Colleges and Schools – Visit Georgia State, 1987
	6	H1	Correspondence, 1979 August-1980 September
	7-10	H1	Associate Director's Correspondence, 1981-1991 July
19	11	H1	Meyer, R.W. Authority Control, 1986-1989
	12		Development, 1983-1988
20	1		Total Integrated Information System, 1980 March
	2-3		Appendix, 1979
	4		Evaluation, 1980-1983
	5-7		Part 2, 1981 June
	8	H2	Acquisitions and Cataloging Process, 1978-1980
	9-2		Monographs, 1978-1988
21	3-4	H3	Serials, 1979-1989
	5-6	H4	Cataloging, 1981-1988
	7	H4a	Retrospective Conversion, 1982-1985
	8-11	H5	Circulation, 1974-1989
	12	H5a	Validation Stickers, 1975-1981
	13	H5b	Students Leaving Building, 1978-1981
	14	H6	Documents, 1984-1988
15			Public Documents, 1961-1983
	16-1	H7	Reference, 1978-1983
22	2-3		Social Science and Humanities (SS&H), 1984-1989
	4-5	H8	1975-1983
	6-8	H8a	Bibliographic Searching, 1976-1988

	9-3	H9	Special Collections, 1977-1989
23	4-5	H9a	Strom Thurmond Papers, 1982-1987
	6	H9a1	Papers of Nancy Thurmond, 1985
	7	H9c	Records Management/Retention, 1986-1988
	8-10	H10	Architecture Library, 1976-1989
24	1	H10a	Computerized Slide Bibliography and Display System, 1981-1982
	2-3	H10b	Library Resource Committee, 1983-1985 April
	4	H11	Other Branch Libraries, 1984-1988
	5-6	H11a	Sirrine Library, 1972-1989
	7		Advisory Committee, 1982-1983
	8	H11b	Chemistry Library, 1979-1982
	9	H12	Miscellaneous Memoranda to Staff, 1977-1982
	10-11	H14	Technical Services, 1987-1991
	12	H15	Electronic Communication, 1990-1992
	13	H16	Kiryu Library Proposal, 1990
	14	I0	Non-Clemson Users, 1980
	15-16	I1	Handicapped Users, 1977-1982
	17	I2	User Complaints, 1983-1987
25	1		1983
	2-4	J1	Board of trustees, 1960-1987
	5	J1a	Board of Visitors, 1982-1983
	6-7	J2	President and University Council, 1978-1986
	8-9	J2a	President's Inauguration, 1979-1986
	10-11	J3	Provost, 1979-1988
	12-13	J3a	Vice Provost, 1982-1989
	14-15	J4	Vice President for Industrial Advancement, 1984-1988
	16-17	J5	Student Government, 1975-1988
	18	J5a	Blue Key, 1981-1983
	19	J5b	Student Organization, 1983-1984
	20	J6	Dean of University Research, 1981-1985
	21	J7	Dean of Graduate Studies, 1982-1989
	22	J8	Dean of Undergraduate Studies, 1974-1979
	23	K1b	President's Capital Campaign, 1981
26	1	K1bb	Federal Program Priorities, 1989
	2	K2a	Catalog Study Committee, 1982
	3	K3	Committee on Graduate Studies and Research, 1983
	4	K5	Institutional Self-Study, 1981
	5	K6	Computer Resource Advisory Committee, 1981-1986
	6-8	K8	Review of Proposed Academic Programs, 1981-1987
	9	K10	Depositories Committee, 1981-1983
	10	K11	Accreditation Teams, 1980-1990
	11	K11a	SACS Accrediting Visitation Report, 1982
	12	K11b	University of Vermont Accreditation Visit, 1989
	13-14	K13	Vending Machine Funds, 1981-1990
	15	K14a	Study of Higher Education in South Carolina, 1985-1989
	16	K15	Oral History Program, 1982
	17	K16	Audio-Visual Committee, 1979-1980
	18	K17	Planning Committee for Strom Thurmond Institute, 1981-1989
	19	K18	Academic Development Council, 1982
	20-21	K19	Athletic Council, 1983-1987
	22	K21	Advancement Council, 1984-1985



	23		Dean's, 1986- 1988
	24	K23	Thurmond Institute Building Committee, 1985-1989
	25-2	K24	Centennial Committee, 1984-1989
27	3	K24c	Exhibits Sub-Committee, 1985-1988
	4	K25	Rare Possessions Committee, 1988
	5	K26	Commissions on Classified Staff, 1986-1987
	6	K27	Faculty Staff Club Level Committee, 1985
	7	K28	National Dropout Center, 1986-1990
	8-9	K29	Kellogg Proposal, 1988-1990
	10	K32	Employee Suggestion Committee, 1987
	11	K34	Academic Council, 1988-1989
	12	K35	Research Advisory Committee, 1989-1990
	13	K36	Development Director, 1988-1989
	14	K37	Committee of Faculty Orientation Program, 1988
	15	K38	Committee on Faculty Affairs, [N.D.]
	16	L3	Faculty Orientation, 1986-1989
	17-18	L3a	Commencement, 1983-1991
	19	L4	Faculty Emeritus Status, 1980-1983
	20	L5	Faculty Manual, 1981-1983
	21	L6	Faculty Status, 1981-1983
	22	L7a	Library Representatives, 1987-1988
	23	L8	Faculty Salary Survey, 1979-1984
	24	L9	Faculty Consulting White Paper, 1981-1983
	25	L11	American Association of University Professors, 1982
	26	M0	Personnel Division/Wage and Salary, 1986-1991
28	1	M0a	Safety Coordinator/Occupational Safety and Health Administration [OSHA] Reports, 1978-1989
	2	M2	Computer Center, 1986-1989
	3	M2a	Teleprocessing Request, 1979-1988
	4	M2b	Time Sharing Option [TSO] User Identification Requests, 1980-1983
	5	M3	Physical Plant, 1985-1989
	6	M4	Admissions and Registration (Enrollment Statistics), 1988-1989
	7	M5	Financial Aid/Work-Study Program, 1986-1990
	8	M6	Payroll, 1987-1990
	9	M7	Financial Management, 1986-1987
	10	M8	Purchasing, 1986-1989
	11	M9	Duplication Service/Mail Room, 1980-1985
	12-13	M10	Police/Fire Departments, 1979-1989
	14	M11	Public Relations and Communications, 1981-1985
	15	M12	Travel Information, 1977-1983
	16-17	M14	Business and Finance, 1981-1992
	18	M14a	Facilities Planning Committee, 1990-1992
	19	M15	Athletic Department, 1990
	20	M16	Division of Administrative Programming Services [DAPS], 1984
	21	M17	Professional Development, 1989
	22	M18	University Union, 1987-1990
	23	M19	Housing Office, 1981
	24	M22	Miscellaneous Departments, 1985-1988
25			Student Development/Student Alumni Council (SAC), 1982-1984
	26	M23	College of Sciences, 1988
	27	M23a	Palmetto Leadership, 1989-1990

	28	M24	College of Education, 1982-1984
	29-30	M25	Strom Thurmond Institute, 1983-1989
	31	M26	Engineering, 1985-1991
29	1	M29	College of Forestry, 1989
	2	M31	Institutional Research, 1990
	3	M32	Alumni, 1989-1991
	4	N1	State Personnel Division, 1978-1983
	5	N2	Budget and Control Board, 1981-1984
	6	N3	South Carolina State Tax Commission, 1971-1976
	7-12	N4	South Carolina State Library, 1970-1987
	13	N4a	Committee on Library Automation, 1989
	14	N5	Commission of Higher Education, 1975-1984
	15-16	N8	Department of Archives and History, 1985-1991
	17	N9	Arts Commission, 1991
30	1	N12	FOCUS – SOUTH CAROLINA, 1990-1992
	2	N15	Library Services and Construction Act, 1990
	3	O1	Privacy Act, 1977-1982
	4	O2	Library Use Law, 1979
	5-6	O3	Copyright Laws, 1976-1983
	7	Q1	Development Seminars, 1989-1991
	8	S	Surveys, 1980-1984
	9	T1	Peat, Marwick, Mitchell and Co., 1986-1987
	10		Acquisitions, Bibliography of South Carolina (Turnbull), 1954-1955
	11		Adams, Hatch and Agricultural Research, 1952-1953
	12		Advances in Library Automation and Networking (ALAN) Article, 1988
	13		Affirmative Action, 1973-1977
	14		HEW Visit to Cooper Library, 1979
	15		Agricultural Economics Library, 1961-1966
	16		Engineering Periodicals, 1952
	17		Experiment Station, 1933-1954
	18		Material, Collecting and Preserving, 1936
	19		Reference Department, 1939-1940
	20		Interlibrary Loan and Exchange, 1933-1946
	21		Periodicals, 1933
	22		Letters to the United States Department of Agriculture, 1932-1937
31	1		Research, Finance Reports, 1938-1942
	2		Research A-2, B-4, C-7. G-7, 1953-1954
	3		Alumni Office, 1925-1926
	4		American Association of University Women, Children's Book Project, 1951
	5		American Heritage Picture History, 1973
	6-12		American Library Association, 1926-1984
	13		American Society for Engineering Education, 1947-1952
	14		Anglo-American Cataloging Rules 2 Implementation, 1980
	15-32		Annual Report, 1903-1940
32	1-14		1940-1954
33	1-10		1954-1963
34	1-11		1963-1967
35	1-15		1967-1972
36	1-11		1972-1975
37	1-12		1975-1979

38	1-11	1979-1989
	12-1	Material, 1937-1956
39	2	October Report to Board of Trustees, 1950
	3	Reference and Periodicals, 1946-1952
	4	Science, Technology and Agriculture Division, 1966-1967
	5-7	Application for Grant for Construction of Library, 1965 January-1965 March
	8	Appraisals, 1983
	9	Appropriations, 1902-1914
	10-13	Archives, 1936-1953
	14-15	Room, 1945-1965
	16	Area Reference Resource Center, Advisory Council, 1972-1974
	17	Army Map Service, 1946-1947
	18	Art, 1927-1930
	19	Asbury's Letters [Bishop Francis Asbury], 1940-1941
	20-21	Association of College and Reference Libraries, 1950-1955
	22	Statistics, 1963
	23	Association of Research Library Standards, 1975
	24-4	Association of Southeastern Research Libraries, 1957-1974
40	5	Atlas Sheets, 1973
	6	Audit Report, Library, 1954
	7	Sales and Services, 1949 June
	8-9	Aull, G.H., 1927-1939
	10	Automates Systems, 1969
	11	Automation History, [N.D.]
	12	Auxiliary Enterprises, 1960-1961
	13	Behrend Collection of Books, 1952
	14	Bibliofilm Service, 1936-1940
	15	Bibliographic Orientation for LTA's, 1982-1983
	16	Bibliographies (Miscellaneous), 1950-1951
	17	(Miss Dew), 1951-1952
	18	Complied, 1955
	19	Bills of Lading, 1903-1915
	20-26	Binding, 1923-1964
	27	Contracts and Correspondence, 1971-1974
	28	Publications, 1956-1963
41	1-2	Board of Trustees, 1976-1979
	3	Board of Visitors, 1969-1979
	4-5	Book and Periodical Information, 1905-1979
	6	Book Fair, 1990
	7	Book Lists, 1907-1908
	8	Book Orders, Faculty Requests, 1924-1930
	9	Bookplates, 1899-1960
	10	Early, 1900-1941
		Books
	11	About South Carolina, 1947
	12	Added, 1934-1935
	13	Discarded/Lost, 1933-1935
	14	Gifts, 1932-1933
		Loaned to
	15	Architectural Department, 1940-1946
	16	Engineering, 1939-1941

	17	Overdue, Army, 1943-1944
	18	Clemson College and Vicinity, 1943-1944
	19-21	Booksellers, 1942-1948
	22	Bookweek Material, 1931-1932
42	1	Breeze Library & Equipment Company, Incorporated, 1946-1947
	2	Brewer, Richard, 1935
	3	Brissey (W.L.) Lumber Company, 1924-1929
	4-6	Brown, A.J., Treasurer, 1947-1954
	7-9	Browsing Room, 1940-1947
	10	Bryan Books and Periodicals, 1953
	11	Bryan, AB, Bills, etc., 1925
	12	William Wright, 1979
	13-17	Budget, 1984-1995
	18	Approval, 1921-1929
	19-20	Information, 1970-1988
	21	CU at Greenville. 1970-1971
	22-23	Request, 1948-1986
	24	Allocation for Fiscal Year 1989-1990, 1989-1990
	25	Requirements, 1955-1957
	26	1929-1944
43	1-3	Agricultural Reference, 1926-1944
	4	Building, etc., 1945
	5	Business Women of South Carolina, 1936
	6	Byrnes, James F., Information, 1972
	7	Calendars, 1950-1952
	8	Calhoun "Coat of Arms", 1943
	9	Camellia Society. 1951
	10	Camp, Wofford B., 1987
	11	Card Catalog Petitions, 1985-1988
	12	Carnegie Institution of Washington, 1930-1937
	13	Music Collection, 1953-1963
	14	Cartoons, 1985
	15-17	Catalog Department, 1953-1963
	18	Catalogue of Clemson Agricultural College, 1893-1911
	19	Charging Systems, 1924
	20	Chemical Engineering, 1953-1961
	21	Lecture, 1955?
	22-23	Chemistry Library, 1956-1980
	24	Chicago Purchases, 1947
	25-26	Circulation, 1939-1954
	27	Department, 1948
	28	Routine Manual, 1950s
	29	Lost Books, 1946
	30	Statistics, 1945-1946
31		Study, 1964
	32	Citizens' Conference on the Library of South Carolina, 1934
44	1	Civil Services, 1941
	2	Civil Works Administration, 1933-1935
	3	Clapp-Jordan Formula, 1973-1975
	4	Cleaning Supplies, 1947
		Clemson

		Alumni Association, 1960-1977
	6	Anniversary Celebration, 1943-1944
	7-8	Collection of Paintings, 1925-1978
		College
9		Bylaws, 1937-1941
	10	Faculty, Bradley, M.C., 1955
	11	Daniel, D.W., 1947-1956
	12	Gifts, General, 1954
	13	Kress Fund, 1940-1941
	14	Letters, 1956
	15-21	Library, 1930-1966
	22	Cataloging Department, 1946
	23	Circulation Department, 1946
	24	Gifts, Biography, Behrend, BA, 1954
	25	Handbook, 1950
	26	Interlibrary Loans and Reference, 1943-1944
	27	News, 1931-1939
	28	Rules for Shelving Books, 1953
	29	News Bureau, 1947
	30	Record Series, 1951
	31	Funeral Society, 1980
	32	Furman MBA Program, 1969-1974
		University
33-1		At Greenville, 1966-1973
45	2-4	At Sumter, 1965-1973
	5	Statistics, 1966-1969
	6	Library suggestions for Furniture Layouts, 1965
	7	Coalition for Networked Information, 1991
	8	College Library Salaries and Schedules in Southeast, 1949
	9	College Survey, Staff Reports, 1954
	10-12	Commandant, 1933-1951
	13	Cunningham (Colonel), 1943-1945
	14	West, RJ (Colonel), 1932-1933
	15	Commencement 1896, [N.D.]
	16	Committee on Conservation of Cultural Resources 1941-1942
	17	Committee for the Protection of Human Subjects, 1979
	18-19	Community Council Book Project, 1953-1964
	20	Comptroller, 1960-1964
46	1	Cooper Library Equipment Specifications, 1966
	2	Cooper, H.P., Dean and Director of Extension Station
	3	Copyright, Watkins, 1964
	4	Coronation – British Monarchy, 1953
		Correspondence
	5-6	A, 1948-1954
	7-8	C, 1950-1954
	9-11	H, 1935-1953
	12	J-K, 1950-1954
	13-14	L, 1947-1954
	15-16	M, 1947-1953
	17	O, 1947-1953
	18-19	P, 1948-1954

	20-21	Q-R, 1948-1953
	22-23	S, 1948-1951
	24-25	T-W, 1948-1954
	26	Armistead, Myra, 1973-1989
	27-30	Documents, 1935-1953
47	1	Doggett, Marquerite, 1926, 1930
	2-13	General, 1933-1971
48	1-3	Librarians, 1955-1961
	4	New library Building Vendors, 1961
	5	Personnel Office, 1957-1960
	6-7	Stephenson, Mary C., 1931-1967
	8	Couch, Katy Austin, 1958
	9	Cox, Walter, 1954
	10-11	Credit Memorandums, 1949-1954
	12	Data Requirement for Preparation of Criteria for Excellence for University Libraries, [N.D.]
	13-14	Daughters of the American Revolution, Andrew Pickens Chapter, 1942-1974
	15-16	Dean's Retreat, 1990-1991
	17-19	Departmental Libraries, 1932-1956
49	1	Departmental Surveys/Sterling Comm., 1970
	2	Development, 1992
	3	Discards, 1948
	4	Displays in Reading Room in Sikes Hall, 1965-1966
	5	Donations, 1953
	6	Doten-Duton Desk Company, 1926
	7	Duke University, 1934
	8	Eastern States, 1924
	9	Education: South Carolina, 1932-1933
	10	Educational Council, 1956-1957
	11	Education Division Publications (Agricultural Reference), [N.D.]
	12-13	Edwards, R.C., President, 1958-1966
	14	Electrical Engineering, 1965
		Employee
15		Classification, 1970-1971
	16	Hiring Dates, 1958
		Engineering
17		Bibliographies and Lists of Material for Professors, 1951
18		Bulletins and State Publications, 1934
	19	Department, 1927
	20	Exchange List, 1951
	21	Experiment Stations, 1930
	22-23	School Libraries, 1946-1950
	24	Bibliographies and Lists of Material for Professors, 1951
50	1-2	Recommended list of Basic Engineering Periodicals, Committee Correspondence, 1951-1952
	3	School of, Faculty and Staff, 1950
	4	English Parallels, 1946-1951
	5	Ephemera, 1942
	6-9	Equipment, 1989
	10	and Supplies, 1950-1951
	11	Inventory, 1975-1978

	12	Lighting, 1950-1952
	13-14	Evans, S.W., Treasurer, 1944-1947 Exhibit
15		08 – Purpose, Goals and Objectives of the Social Sciences and Humanities Division, 1975 December
16		09 – College Libraries (Term Paper Written at George Peabody College), 1970
17		10 – Documentation for complexity of Data Collections Conversion and Maintenance by Circulation Services Manager and Circulation Staff in the Clemson University Library, 1977
	18	11 – College of Architecture Handbook of Procedures, 1975 September
	19	12 – College of Architecture Annual Report 1975-1976, 1976 July
	20	13 – Library Expansion Phase 3 Intermediate Floor, 1976-1977
	21	14 – Public Relations, 1976
	22-23	Exhibits 1931-1940
51	1-4	Expenditure, 1949-1954 Extension
5		Department, 1961
	6	Service, 1932-1938
	7	Visits, 1987
	8	Facts and Figures/Robert Muldrow Cooper Library, 1982 January Faculty
9-12		Committee Reports, 1945-1953
	13	Orientation, 1968-1979
	14	Staff Meeting, 1987
	15	Fair Labor Standards Act, [N.D.]
	16	Farrar, M.D., Dean of Agriculture, 1951-1954
	17	Faxon Company, 1932-1940 Federal
18		Civil Services, 1952-1961
52	1	Emergency Relief Administration, 1935
	2	Research Laboratories, 1938
	3	Security Agency, United States Office of Education, 1940
	4	Fiction, 1938
	5	for the Older Boys and Girls, [N.D.]
	6	Field Trips, 1982-1983 Financial
	7	Information, 1981
	8-9	Reports, 1931-1947
	10	Fine Arts, [N.D.]
	11	Fiscal Regulations, 1929
	12	Five-Year Plan, 1978
	13	Floor Machine, 1939 Floor Plans
	15	Cooper Library, [N.D.]
	16	Sikes Hall, [N.D.]
	17	Florida State University Workshop, 1958
	18	FOCUS – South Carolina Tour, 1989
	19	Foreign Publications, 1932-1939
	20	Forestry Department, 1935
	21	Forms for Library Statistics, 1929
	22	Fort Hill, 1940

- 23 Forum Club, 1979
- 24 Frayser, Mary E. [Winthrop College], 1933-1936
- 25 Fresco [of Saint Hubert], 1950
- 26 Fresh-Fill Corporation, 1934
- 27 Freshman Week, 1925
- 28 Freshman's Instructions, 1949-1950
- Friends of the Library
- 29 1951-1953
- 30 1970-1971
- 31 Ephemera, 1940-1949
- 32-34 Gifts, 1947-1951
- 35 Organization, 1947-1949
- 53 1 Fund Raising Programs, 1981-1983
- 2 Funds, 1984
- 3-5 Furniture, 1934-1941
- 6 Brochures, 1940
- 7 Greenville Mantle and Manufacturing Company, 1924-1926
- 8-9 General Education Board, 1946-1949
- 10 Geological Survey, 1925
- Gifts
- 11-17 1926-1954
- 54 18-4 1954-1987 (5% sampling)
- 5 from Clemson College Library, 1935-1940
- 6 of Money, 1933
- 7 of the Estate of Senator Edgar A. Brown, 1975
- 8-9 Alphabetical Index, 1958-1981
- 10 Children's Books, 1953
- 11-12 Technical Library of Frank F. Fowle, Electrical Engineer, [N.D.]
- 13 Gittman's Book Shop, 1946-1948
- Goodman, John
- 14-20 Correspondence, 1931-1968
- 55 21-3 Memos to Gourlay, 1954-1967
- Gourlay
- 4 Carol Jean O'Rourke, 1977
- 5-9 J.W. Gordon, 1959-1975
- 10 Appointment, 1954
- 11-17 Architecture Library, 1955-1977
- 18-7 Correspondence, 1971-1980
- 56 8-1 Faculty Correspondence, 1972-1979
- 57 2 (A, B), 1958-1965
- 3 (C, E), 1958-1954
- 4 (G-J), 1952-1963
- 5 (L, M), 1958-1966
- 6 (N-P), 1964-1965
- 7 (R), 1957-1965
- 8 (S, Y), 1954-1963
- 9-11 Memorandums, 1974-1980
- 12-1 Government Documents, 1924-1961
- 58 2 Librarian, 1954-1956
- 3 Governor's Conference on Libraries, 1962
- 4 Governor's Review Commission, 1971-1972



- 5 Graduate School, 1967-1973  
6 Graduate Work, 1945  
Graham, Cornelia  
7-19 Faculty Correspondence, 1931-1953  
59 1-7 Personal Correspondence, 1942-1954  
8 Green, Claud B., Will of, 1979  
9 Hardin, MB, 1896  
10 Harper Brothers, Incorporated, 1947  
11 Harper, H.B. [Royal Typewriter Company], 1923-1924  
12 Hester, J.B., Gifts, 1963  
Historical  
13-14 Commission of South Carolina, 1933-1952  
15 Committee, 1947  
16 Records Survey, 1937  
History  
17 42 (Holmes), 1946  
18-19 of Clemson College Library, 1932-1940  
20 Holmes, A.G., 1927-1951  
21 Housing Office, 1952  
22 How to Use the Catalog, [N.D.]  
23 Hubbell Purchase, 1967  
24 Humorous Letters, 1972  
25 Interinstitutional Library Committee, 1964-1965  
26 /State Library Funding Formula, 1984-1985  
27-2 Interlibrary Loan, 1932-1946  
60 3 Statistics, 1931-1945  
4-20 Inventory, 1912-1964  
21 Agricultural Reference, 1926-1934  
22 Furniture [1930's], 1930-1931  
Invoices  
23 Juvenile Collection, 1954-1959  
24-25 Paid, 1891-1914  
26 Irving & Casson, A.H. Davenport Company, 1926  
27 Ivan Allen-Marshall Company, 1924-1926  
28 Janitors, 1956  
29 Japan Trip, 1988  
Job Description  
30 Bailey, Gertrude S., 1958-1959  
31 Campbell, Verner S., 1956  
32 Cook, Peggy H., 1956  
33 Cox, Geraldine H., 1956  
34 Ellis, Sidelle B., 1956  
35 Goodman, John, 1962  
36 Gourlay, J.W.G., 1956-1957  
37 Graham, Cornelia, 1956  
38 Head Library Assistant, Agricultural Reference Department, 1957  
61 1 Holden, Pauline K.  
2 Howell, John B., Jr., 1956  
3 Ireland, Carolyn M., 1956  
4-5 Library Positions, 1956-1962  
6 Mitchell, Faye J., 1956

	7	Pruitt, Shelba, 1962
	8	Schaap, Mary E., 1956
	9	Stevenson, Mary, 1956
	10	Johnson Collection, 1936
	11	Junior Engineers and Scientists Summer Institute [JESSI], 1958-1967
	12-17	Kinard, F.M., Dean, Correspondence, 1955-1960
	18	Kress, Claude W., Foundation, 1943-1959
	19	Kress Committee, 1950-1953
	20	Latimer Fund, 1975-1978
	21	Leather Preservative, 1974-1976
	22	Lee, Rudolph E., Head, Department of Architecture, 1940-1941
	23	Legislative Audit Council, State of South Carolina, Resources of South Carolina Libraries, 1979
	24	Lesson on the Use of the Library, 1960
	25-27	Librarian, Information for, 1911-1931
62		Librarian's Correspondence
	1	(A-B), 1904-1914
	2	(C-J), 1903-1914
	3	(L-M), 1903-1913
	4	(N-P), 1903-1913
	5	(R), 1903-1912
	6	(S-T), 1905-1913
	7	(W-Y), 1905-1912
		Librarians – Faculty
	8	Armistead, Myra, 1977-1979
	9	Campbell, Gail, 1973
	10	Dew, Marjorie, 1951-1966
	11	Doggett, Marguerite, 1931-1978
	12	Ellis, Sidelle, 1954-1980
		Goodman,
	13	John, 1946-1969
	14	Lois, 1977
	15	Graham, Cornelia Ayer, 1958-1972
	16	Mansfield, Agnes, 1971-1972
	17	McIver, Minna, 1979
	18	Meyer, Richard W., 1977-1981
	19	Nowack, Margy, 1979
	20	Porter, Dorothy C., 1973-1978
	21	Reames, J. Mitchell, 1961-1979
	22	Rutledge, Muriel G., 1970-1985
	23	Status, 1958
	24	Stevenson, Mary Pasco (Conrad), 1926-1979
	25	Sutcliffe, Priscilla H., 1980-1981
	26	Trescot, Katherine B., 1911-1979
	27	Triche, Charles W., 1974
		Libraries
	28	Foreign, 1952-1953
	29	Materials About Conferences, 1931-1934
		Library
	30	Administration and Management Association, Fund Raising and Financial Development Section (FRFDS), 1984-1987

	31	Association, 1930-1952
	32	Automation System, 1980
	33	Building Plans, 1946
63	1	Bureau, 1923-1929
	2	Card, [N.D.]
		Centennial Oral History Project, Narrator:
	3	Burkett, Wilma, 1988
	4	Callas, Ethel, 1988
	5	Cox, H. Morris, 1988
	6	Edwards, R.C., 1988
	7	Ellis, Sidelle, 1989
	8	Goodman, Lois, 1988
	9	Holden, Polly, 1988
	10	Holt, Berniece, 1988
	11	Lander, E.M., 1988
	12	Littlejohn, Mary Katherine, 1988
	13	Mansfield, Agnes, 1988
	14	Rambo, Earle K., 1988
	15	Stevenson, Mary Conrad, 1988
	16	Collection Evaluation, 1986
	17	Conference, 1933
	18	High School, 1937
	19	Constitution, 1951-1958
	20	Dedication, 1966 October
	21	Demonstration Bill, 1946
	22	Donor/Prospect List, 1985-1986
	23	Equipment, 1942-1943
	24	Exhibit: Some Birds and Animals of South Carolina, 1969
		Expansion
	25	Floor Diagrams and Basement General, 1968
	26	(Folder Two), 1970-1972
	27-29	Intermediate Floor and Basement, 1976-1079
64	1	Level, 1976-1977
	2	Phase 2 Moving Books, 1975-1977
	3	Phase 3, 1974-1977
	4	Second Tier, 1973
	5	Experiment Station, [N.D.]
	6-7	Handbook, 1950-1952
	8-9	History, 1933-1962
	10	Holdings, 1962-1963
	11	Hours of Operation, 1989-1990
	12	Improvements and Plans, 1951
	13	Incident, 1964
	14	Information, 1961-1968
	15	Instruction, [N.D.]
	16-18	Invitations, 1926-1951
	19	Journal, 1934-1936
	20	Lectures, 1949
	21	Lost and Fines, 1970-1971
	22	Materials, 1951-1953
	23	Memberships, 1905-1916

	24	Memories/Mary Stevenson Collection, 1987
	25	Mural (Sikes Hall), 1949-1950
	26	Needs, 1983-1984
	27	of Congress
	27-29	1924-1940
	30	Network Advisory Committee, 1977-1978
65	31-1	Plans, 1962-1966
	2	Policies, 1960-1978
	3	Manual/Administrative Policy Statements, AD-1 through AD-12, 1980-1996
	4	AD-13 through AD-35, 1980-1996
	5	ADP-1 through ADP-11, 1983-1996
	6	CD-1 through CD-8, 1980-1985
	7	Registration Book No. 3, 1934
	8	Renovations, 1951-1954
	9	Report and Proposed Budget, Summary, 1954-1956
		Reports
	10-12	1932-1955 February
	13-14	(Staff Communications), 1956-1965
	15-17	Schedules, 1946-1987
	18	Scholarships, 1934-1937
	19-20	Science Class, 1935-1937
	21	Services and Construction Act, 1966
		Staff
	22-23	1983-1986
	24	and Personnel, 1953-1954
	25	Anderson, Conyers, 1970
	26	Black, Peggy Cook, 1977
	27	Harris, Jane, 1974
	28	Holden, Polly, 1974-1979
	29	Holt, Berniece, 1964-1986
	30	Miscellaneous Reports, 1954-1958
66	1	Nowack, Margy, 1979
	2	Ross, Laura, 1973
	3	Shirmer, Marjorie Brown, 1973
	4	Sorrells, Dillman Baker (Architecture Library), 1987
	5	Wallace, Jacqueline Spenser (Jackie), 1975
		Statistics
	6-18	1931-1983
	19	of Southern College and University Libraries, 1933-1951
		Survey
	20-21	1945-1984
	22	Letters About, 1945-1946
	23	Other Libraries, 1931-1938
	24	Standards, 1974
	25	Technical Assistant Position, 1974-1977
	26	Tour Information, 1967
	27	Video, 1989
		Littlejohn, J.C.
	28-6	Business Manager, 1930-1954
67	7	Registrar, 1924-1925

	8	Macmillan Company, 1932-1940
	9	Manuscripts Cataloguing, c. 1936
	10	Mathematics Department, 1962-1966
	11-12	Mayfair Agency, 1927-1934
	13	Meeting with President Lennon, 1985 December 5
	14	Meetings with Deans and Directors, 1954
	15	Melliand Textiberichte, 1933-1935
	16	Membership Dues, 1953-1954
		Memorandums
	17-5	Library, 1975-1979 June
68	6	Personnel, 1978-1979
	7-4	University, 1970-1980
69	5	Meriwether, R.L. (South Carolina Library), 1949-1954
	6-10	Metz, G.E., Registrar, 1936-1952
	11	Microfilm, 1951-1952
	12	Middle Western States, 1924-1939
	13	Miller Collection, 1941
	14	Miscellaneous Items Found in Books, 1900s (early)
		Money
	15	Handling Procedures, 1989
	16	Spent by Subject/Fiscal Years, 1952-1955
	17	Spent for Books, 1946
	18	Montgomery, Walter, Sr., 1988
	19	Moody, Virginia, State Librarian, 1937-1939
		Museum
	20-23	1931-1956
	24	Layout, [N.D.]
	25	Music Room, 1940-1947
70	1	National Agricultural Library (NAL) Laser Disc II Project, 1987
	2	National Emergency Council for South Carolina (newsletter), 1938
	3-5	National Library Bindery Company, 1924-1937
	6	National Youth Administration, 1935
	7	New Books, 1925-1930
	8	New Courses, 1945
		Newspapers
	9	1932-1935
	10-11	Clippings, 1933-1970
	12	Nonprofessional Training, CAC Employees, 1959
	13	North Carolina Library Association/South Carolina Library Association Joint Conference, 1981
		Northwestern Online Total Integrated System [NOTIS]
	14	Articles About, 1977-1981
	15	Automation for Slides, 1984-1988
	16	Barcode Labels, 1985-1986
	17	BRS Screens, 1986
	18	Circulation Preparation Committee, 1984-1985
	19	Circulation System/ Clemson University Background Information, 1985
	20	Correspondence, 1982-1985
71	1	Hardware, 1983-1985
	2	Holdings, 1984
	3-7	Information, 1981-1987

	8	Overview, 1983
	9	Patron Identification Card, 1984-1988
	10	Proposed Course Reserve Functions, 1985
	11	Quick Information and Guides, 1987
	12	Technical Information and Database Size, 1986-1988
	13	Training, 1985
	14	Users' Council Interest Survey, 1986
	15-20	Users' Group, 1983-1988
		Online Computer Library Center [OCLC]
	21-7	Board of Trustees Meetings, 1986
72	8	Directories, 1979
	9	Information About, 1980
	10	Technical Bulletins, 1978
	11-13	Users Council, 1978-1980
	14	Archives, 1980
73	1	Article, 1979
	2	Brochure, 1980
	3-4	Bylaws, 1978-1982
	5	Executive Committee, 1979-1981
	6	Handbook, 1990
	7-14	Meetings, 1979-1986
	15	Report by Boykin, Joseph F., Jr., and Walbridge, Sharon, ca.1980
74	1	Solinet Manual, 1979
	2	Oconee Country Library, 1935-1938
		Office Equipment
	3	1925-1929
	4-6	Company, 1926-1951
		Office of
	7	Civilian Defense, 1942
	8	Price Administration, 1944
	9	Scientific Research Development (OSRD) Publications, 1946-1948
	10	Opportunity School, 1948
	11	Oral History Projects, 1981
	12	Organization of a "Browsing Room" in the Clemson College Library by John Goodman, 1936
	13	Professional Staff, Biographical Material and Duties, 1960
	14	Periodical Indexes, 1954
		Periodicals
	15-20	1923-1947
	21	Agricultural Reference, 1934-1942
	22	Needed, 1947
	23	to Which the Library Subscribes, 1932-1937
		Personnel
	24	Changes, 1977-1980
	25-26	Classification of Library Technical Assistant Series, 1977
	27-28	Division, 1957-1978
75	1	Letter (1957), 1980
	2	Philanthropic Societies, 1933
	3	Physical Plant, 1959-1965
	4	Physics Department, 1947-1964

	5	Pittsburgh Conference – “The Structure and Governance of Library Networks”, 1978 November 6-8
	6	Plans for Library Equipment, 1946-1947
	7-10	Policies and Procedures, 1951-1973
	11	Policy Statement/Clemson College, 1959
	12-1	Poole, R.F., President, 1941-1957
		Position Descriptions
76	2	1982-1990
	3	Acquisitions, 1978
	4	Cataloging, 1977
	5	Circulation, 1978
	6	Science and Technology, 1977-1979
	7	Senior Library Assistant/Serials Department, 1965 May
	8	Serials, [N.D.]
	9	Social Science and Humanities, 1971-1978
	10	Special Collections, 1976-1978
		Position Questionnaires
11		Acquisitions, 1977-1981
	12	Architecture, 1977
	13	Cataloging, 1977-1981
	14	Circulation, 1978
	15	Director’s Office, 1977-1978
	16	Documents, 1977-1979
	17	Science and Technology, 1977-1980
	18	Serials, 1977-1981
	19	Sirrine Library, [N.D.]
	20	Social Sciences and Humanities, [N.D.]
	21	Special Collections, 1977
	22	Post Office Department, 1932-1936
	23	President, 1957
	24	Prices, Quoted, 1935-1936
		Proceedings of the Citizens’
	25	Conference on the Library Needs of South Carolina, 1933-1936
	26	Library Conference Held at Clemson College, 1934 January 4-5
	27	Correspondence, Barker, Tommie Dora, 1933-1934
	28	Professional Librarians (Position Description), 1979 July 1
	29	Professors, General, 1932-1936
	30	Promotion of Good Reading Through Book Week, 1944
		Publications
	31	1926-1930
	32	Request, 1948-1953
	33-34	Publicity, 1953-1984
	35	Purchase/Fowle Collection, 1947
77	1	Purchasing, 1958-1965
	2	Questionnaires, 1929-1931
	3	Radio Speeches, 1935
	4	Rare Books in Clemson College Library, 1932
	5	Reader’s Exchange, [N.D.]
	6	Reading Comprehension Cards, [N.D.]
	7	Reading Interests in South Carolina, 1933
	8	Reames, J.M., Assistant Librarian, 1947-1952

	9	Reference – Abraham Lincoln’s Parentage, 1962
		Reference Questions
	10-11	1931-1947
	12	from Clemson Library, 1932-1938
	13-16	Out of Town, 1935-1952
	17	Reid, Robert Edward, 1951
	18	Rental Collection, 1932-1939
	19	Reorganization Documents, 1987
	20	Reorganization of the Libraries, 1987
	21	Repairs, 1932-1936
		Reports
	22-24	1952-1957
78	1	Academic Library Development Program, University of North Carolina at Charlotte, 1976 December
	2	Archives and Special Collections, 1949-1954
	3	Circulation, 1947
	4	Statistics, 1962-1964
	5	Classification and Cataloging of Archives, [N.D.]
	6-8	Clemson College Library, 1957-1959
	9	Notes/Marshall, 1955
	10	Progress Reports, 1946
	11	Clemson College Use of the Library, 1930-1944
	12	Cooper Library HVAC Renovations: Preservation Recommendations, 1992
	13	Cooper Library: Status and Agenda [Meyer]
	14	Data Required for Preparation of Criteria for Excellence for University Libraries, 1976 January 8
	15	Evaluation Study on Collections Supporting Doctoral Progress, 1982
	16	Fifth Year Interim Report (submitted to the Commission of the Colleges of the Southern Association of Colleges and Schools), 1967 June
	17	in South Carolina, 1962
	18	Library Information, 1965
	19	Library Mechanization, 1965
	20	Library Recommendations, 1940
	21	Library Reports and Proposed Budget Summary, 1954-1955
	22	Library Statistics and Operation, 1961
	23-24	Miscellaneous, 1940-1956
	25	Present and Future Needs of Clemson College Library, 1959 May 1
	26	Reference Problems, 1956
	27	Report of the Task Force on Libraries, 1979
	28	Report of War Information Library, 1943
	29	South Carolina State Plan 1979-80 through 1983-84: A five-year Program for Clemson University, 1978
	30	Strom Thurmond Institute Library Building Program, 1982
79	1	Suggested Program for Clemson College Library, 1962
	2	The Clemson College Library, A Statement of its Facilities, Services and Needs, 1946
	3	The Clemson College Library, Reports and Request, 1949
	4	Requests for Information from Clemson University Library, 1967-1971
		Requisitions, Approved
	5-6	Agricultural Reference, 1921-1931



	7	Miscellaneous, 1921-1931
	8	Reference, 1923-1925
	9	Riggs, W.M., President, 1916
	10	Rules for the Librarian, 1902
	11-12	Ruzicka, Joseph (bookbinding), 1925-1933
	13	Salaries, 1937
	14-15	Salary Payroll, 1944-1953
	16	Salary Studies, 1951-1955
	17	Schedules, Library Staff, 1942-1943
	18	Scholarships, 1932-1933
	19	School of Education, 1951-1952
	20-22	Science and Technology Division, 1969-1977
		Self-Study
	23	Faculty Library Survey, 1970
80	1	Library Department, 1970-1971
	2	Material, 1959-1960
	3-4	Pertaining to , 1960
	5-6	Replies to Survey, 1960
	7	Report of Clemson College, 1960
	8	Report on the Library, 1961
	9	Student Library Survey, 1971
	10	Senior Reading, Statistics, c. 1934
	11	Service Division, 1951-1952
	12	Signage, 1984
	13-5	Sikes, E.W., President, 1924-1941
81	6	Simpson (Mrs. R.W.) Collection, 1943
	7	Small Building Prints for Cooper Library, 1976
	8-9	Snead and Company, 1926-1933
	10	Social Security, 1951
	11	Soils, 1924
		Southeastern Library Network [SOLINET]
	12	Agreement, 1974
	13	Board of Directors, 1977-1979
	14	Bylaws, 1973-1978
	15	Charter Membership Certificate, 1979
	16	Chronology, 1985
	17	Contract Committee, 1977-1978
	18	Folder/President Edwards and SOLINET
82	19-10	Information, 1972-1980
83	1	Long Range Plan 1978, 1978
	2	Multi-State Network Boards Meeting, 1979
	3	SOLONEWS, 1974-1979
	4	South Atlantic Modern Language Association, 1951
		South Carolina
	5-7	Books, 1915-1929
	8	College Library Resources Survey, 1976
	9-12	Commission on Higher Education, 1970-1979
	13	Survey, 1992
	14	Department of Agriculture, 1933
	15	Federal Relation Committee, 1951
	16	Federation of Women's Clubs, 1921-1922

	17-19	Librarian, Correspondence, 1954-1958
84	1	Libraries, 1924-1940
		Library Association
	2-6	1925-1967
85	7	Board, 1990-1991
	8	College and University Section Nomination Committee, 1958
	9	Membership for Negroes, 1951
	10	Nominating Committee, 1960
	11	Scholarship Committee, 1964
	12	Treasurer, Goodman, John, 1952-1953
	13	Library Survey, 1940
	14	Retirement System, 1950
	15	Sales Tax, 1951
	16	State Historical Records Advisory Board (SHRAB), 1993-1994
		State Library Board
	17	1946-1947
	18	Library Development, 1934
	19	Tentative Program for Public Library Development, 1934
	20-21	Southeastern Interlibrary Research Facility, 1954-1959
	22	Southeastern Library Association, 1946
86	1-2	1951-1965
	3	College and University Section, 1950-1951
	4	Form Letter, 1955
	5	Library Education Committee, 1955-1956
	6	Southern Army, 1939-1940
		Southern Association of Colleges and Schools
	7	Georgia State University, 1988
	8	Reaffirmation Visit University of Alabama in Birmingham, 1984
	9	Self Study, Libraries, 1989-1990
	10	Survey, 1940
	11	Southern Checklists, 1938-1939
	12	Southern Packet, 1946-1948
	13-14	Southern Regional Education Board, 1954-1960
	15	Southern States, 1926-1928
	16	Space Statistics, 1971
	17	Speeches, Local, 1982
	18	Stacks Book, 1950
	19	Staff, 1949-1952
	20	Development, Program, 1981-1985
	21	Report and Job Descriptions, 1949-1954
	22	Suggestions, 1952
	23	Time Reports, 1936-1943
	24	State Magazine, The, Index 1956 July-1960 February, by Elizabeth Hope Burley, 1961
87		State Personnel Division
	1	Library Technical Assistants I-IV
	2	Study of Positions Associated with Libraries, 1977
	3	Statement of Clemson College Library Facilities, Service Needs, 1945
	4	States Relations Service, 1924
	5-6	Statistical Data (Miscellaneous Information regarding Budget), 1955-1963
	7	Statistics of Southern College and University Libraries, 1934-1956

	8	Student Affairs (Office of), 1959
	9-11	Assistants, 1931-1943
	12	Senate, 1972-1980
	13	Study Club, 1940-1942
	14-15	Summer School, 1939-1942
	16	Survey with Respect to Possible Assistance for the Clemson College Library, 1940
		Surveys
	17	1948-1950
	18	American Library Association, 1924-1926
	19-20	Land Grant Colleges, 1928-1940
	21	Suters, E.T. [library supplies], 1935-1940
88	1	Tattle-Tape Book Detection System, 1972
	2	Taylor, Rupert, Journals, 1907-1926 [see MSS 244]
		Textile
	3	Library, 1954-1965
	4	School, 1952
	5	Technology Digest, 1954-1964
		The Tiger
	6	1931-1943
	7	[Articles], 1950
	8	Thurmond Gubernatorial Papers Proposal, 1989-1990
	9	Thurmond Institute Trip, 1984
		Tillman
	10	Correspondence, 1942
	11	Hall Vault, 1979-1980
		Time Record
	12	Librarians, 1933
	13	Student Assistants 1940-1941
	14	Title IX Committee Report, 1976
	15	Total Integrated Library Information System (correspondence), 1980
	16	Training School for National Defense, 1940
	17-18	Treasurer, Evans, S.W., 1926-1933
	19	Trescott, Kathryn B., Fund, 1971-1977
	20	Trustees from 1888 to 1964, 1907-1964
	21	Unit Communications, 1987-1988
	22	Unit Goals, 1984-1987
	23-24	United Daughters of the Confederacy, John C. Calhoun Chapter, 1922-1943
		United States Department
	25	of Agriculture, 1924-1932
	26	Library, 1926-1931
89	1	of Health, Education, and Welfare, Civil Rights Compliance, 1970-1979
	2	United States Tariff Commission, 1925
		Van Buren, M., Inc.
	3-7	Library Planning Consultants, 1963-1966
	8	Specifications for Library Furniture and Equipment, 1965
	9	Steel Stack Schedule, 1965
	10	Victory Book Campaign, 1942-1943
	11	Wage and Salary Payrolls, 1946-1951
		Wages
	12-13	1952-1971

	14	Students, 1931-1932
	15	War Information Club, 1942-1945
	16	Washington, W.W., Registrar, 1927-1934
	17	Watson, David J., Superintendent of Buildings and Grounds, 1952-1957
	18	Woman's Club [Clemson College], 1921-1923
90	1	Works Projects Administration, 1936-1941
	2	Work Study Student Financial Information, 1990-1991
	3	Yawman and Erbe Manufacturing Co., 1926-1927

### Subseries II Committees/Commissions/Task Forces/Groups

These are files of the Library committees, commissions, task forces and groups. They include University Wide, Library Wide, Classified Staff and Library Faculty.

Box	Folder	Title
	A. University Wide	
91	1	Campus Life Separation Committee, 1987
	2	Classified Staff Affairs Commission 1987-1991
	3	Minutes, 1988-1989
	4-9	Clemson College Library Committee 1905-1964
	10	Aull, G.H., 1946-1950
92	1	Circulation Records Studied, 1963-1964
	2	Loan Regulations, 1961-1964
	3	Membership, 1955-1964
	4	Report of Library, 1956-1959
		Clemson University Library Committee
93	5-4	1964-1980
	5-7	Committee on Rare Possessions, 1974-1986
	8	Depositories Committee, 1981-1982
94	1	Faculty Senate Policy Committee/Library Representative, Myra Armistead, 1979-1982
	2	Fine Arts Committee, 1991-1995
	3	Kellogg Proposal Steering Committee, 1986-1987
	4	Library Planning Committee, 1958-1959
	5	Orientation Committee, 1988
	6-8	University Archives Committee, 1954-1978
	B. Library Wide	
	9	Activities and Events Committee, 1987-1991
	10	Ad Hoc Catalog Disbandment Committee, 1988
		Ad Hoc Committee
	11	Anti-Vandalism, 1991-1992 for Defining Objectives, Standards and Long Range Plans for
	12	an Electronic Reference Collection, 1987-1988
	13	an Online Services Program, 1988 May 20
	14	Bibliographic Instruction, 1988 May 30

- 15 Interlibrary Loan Services/Document Delivery, 1988 May 10  
 16 for Library Building Expansion, 1970-1975  
 17 "One Record or Two" Task Force, 1987  
 18 Bar-coding Committee, 1988  
 19-20 Bar-coding Task Force, 1985-1988  
 21 Collection Development Committee, 1985-1989  
 95 1-4 Committee for the Classification and Promotion of Professional Librarians  
 at Clemson University Library, 1978-1979  
 5 Guidelines for Professional Staff Structure, 1979 March 1  
 6 Committee for the Handicapped, 1985  
 7 Committee to Examine the Status of Professional Librarians, 1971-1979  
 8 Evaluation of Professional Librarian Committee, 1974-1976  
 9 Facilities Team, 1992-1994  
 10 Historical Committee, 1947-1948  
 11 Librarians in Charge, 1979-1981  
 96-97 1-10 Library Council, 1981 July-December – 1985 March-June  
 11 Library Dedication Committee, [N.D.]  
 12 Library Development Advisory Committee, 1984-1986  
 13 Library Executive Session/Minutes, 1993  
 14 Library Faculty Review Committee, 1981-1986  
 98 1 Library Resources Committee, 1984-1985  
 2 Library Staff Meetings, 1963-1980  
 3 Library Unit Heads Meeting, 1992-1994  
 Library-Wide Meetings  
 4 1988-1994  
 5 Questions, 1989  
 6 Loan Code Committee, 1989  
 7 Microforms Task Force, 1987  
 8 Northwestern Online Total Integrated System [NOTIS] Circulation  
 Preparation, 1985  
 9 Professional Librarians, 1978-1979  
 Search Committee for Library Director  
 10 1980-1981  
 11 Minutes, 1980  
 12 Status of Professional Librarians, 1972  
 13 Survey Committee, 1985  
 Task Force on  
 14 Collections – Five-Year Plan, 1986  
 15 Faculty and Staff Development – Five-Year Plan, 1986  
 16 Materials Organization – Five-Year Plan, 1986  
 17 Services – Five-Year Plan, 1986  
 18-21 University Libraries Administrative Council – Minutes, 1983-1992  
 22 User Services Group

## C. Classified Staff

- 23 Activities, and Events Committee, 1987-1991  
 99 1 Annual Report, 1987-1995  
 Benefits and Compensation Committee  
 2 Annual Report, 1990-1992  
 3 Benefits Fair, 1991-1993

	4	In Touch Articles, 1991-1993
	5	Legislature, 1992
	6	Minutes, 1987-1993
	7	By-laws, 1987-1993
	8-9	Communications Committee, 1987-1993
	10	Disaster Recovery and Emergency Preparedness Committee, 1990
	11	Employee Recognition Program, 1987
	12	Heating, Ventilation and Air Conditioning Committee, 1989
	13	Memorandums, 1988-1989
100	14-5	Minutes, 1987-1995
	6	Publications, [N.D.]
	7	Representatives, 1987-1989
	8-10	Staff Development Committee, 1987-1993
	11	Standing Committees, 1988-1992
	12	Suggestion Box, 1991-1994
	13	Vision Statement, 1991
	14	Welfare Committee – Annual Report, 1993-1994 Working Conditions Committee
	15	1987-1992
	16	Minutes, 1979-1989
	17	Working Environment Committee – Minutes, 1990-1993

## D. Faculty

101	1-3	Correspondence and Minutes, 1982-1994
	4	Memorandums, 1983-1992
	5	Travel Committee Minutes, 1983-1989

**Subseries III Units/Branches**

This subseries includes the documents pertaining to the library units Acquisitions, Cataloging, Circulation, Public Documents, Reference, Reserves and Media, Resource Sharing, and Systems; and the library branches of Architecture, Chemistry/Physics, Sitrine, and Special Collections.

**Box Folder Title****A. Acquisitions**

102	1-2	Annual Reports 1976-1992
	3	Monographs, 1982-1991
	4	Serials, 1984-1985
	5	Technical, 1987-1991
	6	Burkette, Wilma, 1989
	7-8	Correspondence, 1970-1987
	9	Current Periodicals and Continuations, 1965
	10	Merger of Acquisitions and Serials, 1989
	11	Monographs, 1981-1984
	12	Periodical Continuation Titles, 1976 Serials
	13	Cancellations, 1982-1983
	14-11	Department, 1959-1988
103	2	Expenditures, 1989-1991
	3	Review Project, 1988

	4	Unit, 1990-1991
	5	Statistics, 1981
<b>B. Architecture</b>		
	6	Annual Report, 1982-1992
	7	Charleston Center, 1987
	8-13	Correspondence, 1973-1992
	14	Emery A. Gunnin, 1971-1978
	15	Equipment and Space, 1981-1988 Genoa Program
	16	Handbook, 1974
	17	Library Correspondence, 1974-1979
104	1-2	Gifts/ Letters of Acknowledgement, 1961-1988
	3	Inventory, 1979-1982
	4-5	Library Resources Committee, 1984-1986
	6	New Books, 1983-1987
	7-9	Northeastern Online Total Integrated System [NOTIS] Circulation Implementation, 1984-1987
	10	Programming Exercise for the Architecture Library at Lee Hall – Graduate Studies in Architecture for Health, 1991
	11	Publications, 1986-1991
	12	Remodeling of Library, 1990-1991
	13	Slide Automation Project, 1981-1989
	14	Statistics, 1981
	15-18	Student Manual, 1986-1989
<b>C. Cataloging</b>		
	19	Annual Reports, 1984-1992
	20-21	Correspondence, 1982-1988
	22	Statistics, 1981
<b>E. Circulation</b>		
105	1-2	Annual Reports, 1982-1992
	3-7	Correspondence, 1972-1984
	8	Group (Handbook), 1974
	9	Statistics, 1980-1981
<b>F. Public Documents</b>		
	10	Annual Reports, 1983-1992
	11-6	Correspondence, 1963-1988
106	7	Depository Collection Inspection, 1980
	8-10	Federal Depository, 1982-1989
	11	State Plan, 1982-1985
107	1-2	Five-Year Plan, 1986-1992
	3	Goals and Objectives, 1983-1987
	4	Library Faculty Review Committee, 1988-1990
	5	Library User Information System [LUIS], 1985-1992

- 6 Map Group, 1995
- 7 Media, 1992
- 8 Northeastern Online Total Integrated System [NOTIS] Documents  
Cataloging, 1992
- 9 Patents, 1990-1992
- 10 Priorities, 1991-1992
- 11 Reference Unit, 1983-1985
- 12 South Carolina Shared Regional Depository, 1986
- 13 Strengths and Weaknesses, 1981
- 14 Suggestions Box, 1988
- 15-16 Superseded Documents Project, 1983-1986

**H. Reference**

- 17-18 Annual Reports, 1982-1992
- 19 Baker and Taylor Approval Plan, 1980-1981
- 20 Card Catalog, 1975-1980
- 21 Copier Service Problems, 1986
- 22-1 Correspondence, 1976-1992
- 108 Evaluation
  - 2 (Monographs), 1976-1981
  - 3 (Serials), 1971
  - 4 Exchange Publications, 1979
  - 5 Interlibrary Loan, 1964-1980
  - 6 Annual Report, 1980-1989
  - 7 Card, [N.D.]
  - 8-13 Meeting Minutes, 1976-1988
  - 14 Science and Technology Renovations, 1975-1979
  - 15-2 Social Sciences and Humanities – Annual Report, 1951-1973
- 109 Withington, Marian
  - 3 Collection Development for Sumter Program, 1967
  - 4 Correspondence, 1965-1989
  - 5 Dissertations, Thesis – Copying, Copyright and Loan for  
Copying, 1970-1979
  - 6 English 101 Lecture and Tour, 1973-1982
  - 7 Greenville Center, 1967-1970
  - 8 Interlibrary Loan, 1974
  - 9 Interlibrary Loan (Ad Hoc Committee), 1987-1988
  - 10 Tours and Faculty Orientation, 1961-1989
  - 11 Publications, [N.D.]

**K. Surrine Library**

- 110 12-13 Annual Reports, 1959-1985
- 1-4 Committee, 1957-1986
- 5-6 Correspondence, 1976-1984
- 7 Gifts Received  
1965-1986



- 8 Copy of Rare Textile Book, 1970
- 9 History of, 1902-1982
- 10 Hours, 1988
- 11 Index of *Greenville News* Articles, 1971-1978
- 12 Information, 1956-1977
- 111 1 Memorandum File, 1979-1982
- 2 Mission Statement, 1985
- 3 Photocopier, 1983-1984
- 4-5 Policy and Operations, 1972-1976
- 6 Procedure Manual, 1976
- 7-8 Publications, 1951-1989
- 9 Textile Pathfinders, 1978

### L. Special Collections

- 10 A Correspondence, 1962-1984
- 11 Account Numbers in Special Collections, 1989
- 12-13 Administrative Council, 1992-1994
- 14 Agricultural Extension Photographs Project, 1990
- 15 Agricultural Publications, 1984-1987
- 16 Alumni Day, 1984-1985
- 17 American Heritage Project, 1973-1974
- 18-3 Annual Report, 1966-1992
- 112 4 Architecture Library, 1994
- Archives
  - 5 Archives Room, and Manuscript Holdings, 1965
  - 6 Committee Presentation, 1978
  - 7 Archivist Part-Time, 1994
  - 8 Audio-Visual Materials, 1983
  - 9 Auditors' Questionnaire, 1991
  - 10 Auld Brass Plantation, 1977
  - 11 Authors, Clemson Area, 1972
  - 12 B Correspondence, 1962-1985
  - 13 Basement Removal, 1977
  - 14 Bindery Information, 1972-1981
  - 15 Book Budget, 1993-1994
  - 16 Bookplate Collection, [N.D.]
  - 17 Booksale Committee, 1989-1990
  - 18 Brochure, Cooper Library, 1983
  - 19 Brochures, 1978
  - 20-22 Brown, Edgar A., 1975-1984
  - 23 (Room Furnishings and Chronological Filing), 1971-1977
- 113 1-2 Budget, 1982-1995
- 3 Business Manual, 1990
- Byrnes Papers
  - 4-5 Byrnes Editing Process, 1977-1986
  - 6-11 Correspondence, 1963-1986
  - 12 Plan of Work, [N.D.]
  - 13 Researchers, 1965-1981
- 14 C Correspondence, 1968-1983
- 15 Calhoun House Fire, 1988

	16	Calhoun, John C., 1980
	17	Manuscript Prices, 1982
114	1	Papers, 1964-1968
	2	Portrait Copied by Oliver Branson, 1976-1978
	3	Calhoun Presentation Ceremonies – USS Calhoun, 1964-1965
	4	Carolina Microfilm, 1983-1987
	5-6	Centennial Committee, 1984-1988
	7	Centennial Cornerstone, 1986-1989
	8	Centennial: Lambert, 1985-1986
	9	Clemson Papers, Editing Proposal, 1967
	10	Clemson Portrait, 1988
	11	Clemson Publications for State Library, 1967-1968
	12	Clemson University Archives and Records Management Program, 1983
	13	Clemson University Publications, 1982-1989
	14	Conservation Needs, 1985
	15	Construction, 1994
		Cooper Library
	16	Five-Year Plan, 1986
	17	Committee, 1986-1988
	18-1	Library Council, 1982-1987
115	2	Needs, 1985-1986
	3	Reorganization, 1982
	4	Copyright Information, 1975-1980
	5	Cornerstone: Tillman Hall, 1986-1989
	6-10	Correspondence, 1971-1987
116	1	Clemson Players, 1965-1968
	2-6	Sutcliffe, Priscilla H., 1969-1981
	7	Tillman Papers, 1964-1967
	8	Cost Comparisons for Microfilming Procedures, 1992
	9	Crazy Letters, 1917-1950
	10	D Correspondence, 1967-1985
	11-12	Development Team, 1992-1993
	13	Dictionary of American Regional English: Tillman Letters, 1982
	14	Disaster Planning – Articles, 1979-1983
	15	Disaster Planning Committee, 1984
	16-1	Disaster Recovery Plan, 1984-1991
117	2	Bibliography, 1979-1989
	3	Disaster Team, 1993
	4	Display Case Exhibits, 1969-1970
	5	Display Cases, 1983
	6	Distribution of Special Collection Brochure, 1978-1979
	7	Donor Information, 1985
	8	E Correspondence, 1975-1985
	9	Eighteenth Century Short Title Catalog/North America, 1984-1986
	10	Electronic Records Workshop, 1991-1992
	11	Ellenberg, Karen T. – Goodbye, 1989
	12	English 101 Workshop, 1992
	13	Equipment and Supplies, 1963-1969
	14	Ethernet Hook-up, 1992

	Exhibit
15	Area Lighting, 1990
16	Checklist, 1987
17	Policy, 1984
18	Exhibits
	1987-1989
19	A History of the Clemson University Libraries/Centennial, 1988
20	Behrend Exhibit and Thackery News Story, 1970
21	Behrend – Peterkin, 1961
22	“Black History Week – Featuring Owen Dodson, Writer”, 1986
23	Centennial/Scientific Rare Books, 1988
24	Cornerstone Tillman Hall, 1988-1989
25	“Harry Ashmore: Distinguished Alumnus” 1988 April
26	Images of Clemson Remembered, [N.D.]
27	Index of, 1973-1988
28	International Clemson, 1989
29	Smith-Lever, 1989
30	South Carolina Textiles, 1987-1988
31	Trescot Collection (Katherine B.), 1984
32	Women, Family and Marriage in the Victorian South, 1837-1900
33	Women’s History Love-Letters (idea), 1989
34	“Women’s History Week”, 1987
35	F Correspondence, 1969-1985
36	Faculty Orientation, 1980
37	Fort Hill, 1986-1989
38	Friedlob, Thomas – Inventory of Clemson Financial Records, 1985
39	Funnies, 1978
40-2	G Correspondence, 1962-1985
118	Genealogical
	3 Handouts, 1980
	4 Requests, 1981-1983
	5 Research, 1968-1980
	6 Genealogists, 1977-1980
	7 Gift Policy for Archival Material, 1961-1981
	8 Gifts, 1972-1981
	9-12 Goals and Objectives, 1980-1996
	13 Graduate Assistants, 1984-1988
	14-15 H Correspondence, 1961-1985
	Historic Houses
	16-2 Advisory Committee, 1990-1994
119	3 Conservation Assessment Report, 1993 June
	4 Historical Markers, 1966
	5 Holdings, 1970
	6 Hoover Institution, Stanford University, 1982
	7-8 Hygrometer Readings, 1984-1991
	9 I Correspondence, 1978-1980
	10 Information, [N.D.]
	11 Institute for Southern Studies, 1986

	12	Internal Auditor, 1991
	13	Inventories, 1966-1987
	14	J Correspondence, 1970-1985
	15	Job Descriptions, 1974-1980
	16	K Correspondence, 1963-1985
	17	Kay Manuscripts, 1971
	18	L Correspondence, 1966-1985
	19	Land-Grant Colleges, 1961
	20	Leather Preservative, 1974-1976
	21	Libraries Philosophy/Values, 1992
	22-23	Libraries Reorganization, 1987-1992
120	1-2	Library Council, 1988-1992
	3-4	Library Faculty, 1982-1992
		Library Technical Assistant
	5	Job Descriptions, 1983-1987
	6	Records Center, 1990
	7	Study, 1978
	8	Library Travel Funds, 1983-1993
	9	List of Books in Special Collections, 1975
	10	M Correspondence, 1962-1984
	11	Marjorie Sly Album, 1987
	12	Mc Correspondence, 1969-1985
121	1	Media Team, 1992
	2	Media Workshop, [N.D.]
	3	Memorandums, Interoffice (campus), 1969-1980
	4-5	Memorandums, Intra-library, 1970-1985
	6	Merit Increases, 1987
	7	Microfilm Camera Concept, 1986-1992
	8	Microfilms and Microprint, 1957
	9	Microforms in Special Collections, [N.D.]
	10	Microforms Task Force, 1987
	11	Minimal Level Cataloging Task Force, 1987
	12	Minority Student Intern Program, 1991
	13	Missing Books, 1983-1990
	14	Mobile Shelving: Step 12 Request, 1992
		Monthly Reports
	15	Curator of Exhibits, 1990-1994
	16	Manuscript Archivist, 1990-1994
	17	NHPRC Grant-Archivist II, 1992-1993
	18	Records Manager, 1988-1991
	19	University Archivist, 1986-1994
		Move
	20-21	1988-1994
122	1	Shelving Specifications, 1993-1994
	2	Museum of the Confederacy, 1991
	3	N Correspondence, 1969-1985
		National Endowment for the Humanities
	4	Challenge Grant, 1994
	5	Grant Proposals, 1986-1987
	6	Liberal Arts Proposal, 1985
	7	Textile Proposal, 1987

		National Historical Publications and Records Commission (NHPRC)
	8	Archives and Records Management, 1986-1987
	9	Final Project, 1988
	10	Interim Reports, 1986-1987
	11	Archives Proposal, 1984
	12	Grant: Records Management Activities, 1985-1986
	13	Grant: Report and Notification, 1984-1987
	14	Records Analyst Monthly Reports, 1985-1988
	15	South Carolina Textile Industry Survey Project – Grant Proposal, 1987
	16	Textile Grant, 1991
	17	Final Draft, 1991
123	1	Final Report, 1995
	2	First Interim Report, 1992 February
	3	Second Interim Report, 1992 August
	4	Third, Fourth, Fifth, Sixth Interim Reports, 1993-1994
	5	Textile Project, 1991-1994
	6	Drafts and Correspondence, 1987-1988
	7	State Archives, 1992
	8	Textile Proposal – Drafts, 1990-1991
	9	Textile – Clifton Processing Notes, 1993
	10	National Union Catalog of Manuscript Collections (NUCMC), 1986-1992
	11	New Position Requests, 1990
	12	Northeastern Online Total integrated System [NOTIS], 1986-1988
	13	O Correspondence, 1962-1987
	14	Oral History Project – College of Engineering, 1990
	15	P Correspondence, 1965-1985
124	1	Palmer Prints, 1989
		Palmetto Archives Libraries & Museums Council on Preservation (PALMCOP)
	2	Conservation – South Carolina, 1987-1988
	3	Needs Assessment, 1992
	4	Pendleton District Historical and Recreational Commission, 1991
	5	Photocopying Procedures, 1983
	6	Photograph Collection, 1986
	7	Policies of the University and Library, 1961-1981
	8	Preservation of Manuscripts, 1974
	9	Project SHARE, 1995
	10	Proposal for Funding from the Dirken Center, 1982
	11	Q Correspondence, 1974
	12-13	Questionnaires, 1980-1994
	14	R Correspondence, 1962-1984
	15	Rare Book Room Inventory, 1975-1982
	16-17	Rare Books, 1971-1987
	18	Binding and Conservation, 1984-1990
	19	Policy, 1972
	20	Rare Possessions Inventory, 1986
	21	Records Center, 1985-1991
	22	Personnel Office Microfilm, 1991
	23	Plans, 1986-1989
	24	Software Program, [N.D.]

	25	Records Management Program – Business Manual, 1977-1990
	26	Recycling, 1990
		Reference
	27	Notes, 1987-1995
125	1-2	Policies, 1973-1989
	3	Report – Move Planning Committee, 1988 September 23
		Research
	4	Advisory Committee, 1984-1986
	5	Committee Library, 1986-1987
	6-3	Researchers, 1967-1982
126	4	Retiring Faculty and Staff Letters, 1984-1985
	5	Retirement Letters, 1986-1990
	6-12	S Correspondence, 1959-1984
	13	Security Legislation, 1972-1974
	14	Self-Study, 1981
	15	Signage System, 1984
	16	Software Inventory, [N.D.]
		South Carolina
	17	Collection, 1968-1971
	18-19	Department of Archives and History, 1970-1990
127	1	Old Exchange Building Case, 1974-1976
	2	Materials Given to Public Documents and Serials, 1983
	3	Office of the Governor, 1968-1976
		Room
	4-6	Correspondence, 1947-1968
	7	Disposition of Material, 1982-1983
		State
	8	Documents, 1977-1982
	9	Historical Advisory Board (SHRAB) – Corporation Records Task Force, 1993-1994
	10	Library (Clemson Publications for State Library), 1969-1979
	11	Museum, 1986
	12	South Carolinian Library, 1971-1979
	13	Space Needs, 1986-1992
	14	Special Collections and Records Management (SCAR) Coordination Team, 1993-1994
	15	Speech to Archives Committee, 1978
	16-20	Staff Meetings, 1987-1993
128	1	Statistics – Reporting, 1983-1988
		Strom Thurmond Institute
	2	Building, 1988-1993
	3	Dedication, 1988-1989
	4	Health Problems and Parking, 1992
	5	Seminar, 1984-1986
	6	Site, 1984
		Student
	7	Employment, 1977-1985
	8	Projects, 1987-1989
	9	Schedules, 1979-1992
	10	Wages, 1987-1988
	11	Suggestion Box, 1989

	12	Supplies, 1985-1986
	13-14	Surveys and Questionnaires, 1965-1982
	15	Sutcliffe, Priscilla H. – Special Collections Librarian, 1979
	16	Systems, 1991
	17	T Correspondence, 1967-1984
	18	Temperature and Humidity Levels, 1989
		Textile
	19	History, Museum of American, 1989-1990
	20	Records, 1984-1986
	21	The Institute of Wildlife and Environment Toxicology (TIWET), 1991
	22	Theses and Dissertations, 1993
		Thurmond Collection
		Accessions
	23-26	1982-1986
	27	82-2, 1982
	28	82-5, 1982
	29	82-9 through 82-43 rev., 1982
	30	87-13, 1987
	31	Aronsson Articles, 1981-1982
	32	Baker Articles, 1980-1981
	33	Budget, 1982-1987
	34	Computer Tapes, 1982
	35	Correspondence, 1982-1986
129	1	Educational Television – use of, 1982
	2	Estimated Costs, 1980
	3	Facts, 1989
	4	Finding Aids, 1987
	5	Government Documents, 1983-1986
		Gubernatorial Microfilming Projects
	6	Correspondence, 1983-1986
	7	Final Proposal, 194
	8	Holdings, 1982-1983
	9	LTA III/P. Hill, 1985-1986
	10	Original Proposal, 1983 July – August
	11	Draft #1, 1983
	12	Draft #2, 1983
	13	Reid – Microfilming Problems, 1983
	14	Reid Microfilming, 1983-1984
	15	Inventory, 1982
	16	Microfilming Procedures, 1982-1983
	17	Microfilming – Senate Microfilming Office, 1983
	18	Microfilming Specifications, 1982
	19	Microfilming Targets, [N.D.]
		Monthly Reports
	20-23	1983-1986
	24	and Correspondence [Kohl], 1983-1987
	25	Oral History Interview, 1979
	26	Photographs, [N.D.]
	27	Plan of Work, 1982
	28	#47Q, 1982
	29	[Kohl], 1983-1985

130	1	Update, 1984
	2	Projected Opening of Series, 1987
		Reference Questions
	3	Civil Rights/Desegregation, Nixon and Thurmond, 1969-1972
	4	General, 1985-1986
	5	School Lunch Program, 1985
	6	Survivor Benefit Plan, 1985
	7	Space, 1986
	8	Special Problems, 1984-1987
	9	Transition, 1987
	10	Washington Trip, 1987
		Thurmond Institute
	11	Building Plans, 1982-1985
	12	Library, 1982-1984
		Tillman Hall
	13	Contents of Treasurer's Vault, 1980
	14	Time Capsule Presentation, 1990
	15	U Correspondence, 1979-1980
	16-17	Unit Heads, 1992-1995
	18	University Archives Classification, 1987
	19	University of South Carolina Law School – Legal History Collection, 1984
	20	Use of Manuscript Collections, 1966-1968
	21	V Correspondence, 1975-1984
	22	Volunteer – Bruce Baker, 1995
	23	W Correspondence, 1961-1985
	24	Wish List, 1992
	25	XYZ Correspondence, 1971-1981

**M. Systems**

	26	Annual Report, 1991-1992
	27	Correspondence, 1983-1989

**Subseries IV Publications**

131	1	Brown Room
	2	Byrnes Room
	3-8	Clemson College Library Newsletter, 1949-1959
	9	Dedication of the Cooper Library, 1966
	10	Document On-line Retrieval Information Service [DORIS], 1989
	11	Do-It-Yourself [DIY] Handouts, 1991-1995
	12	Ephemera, 1929-1992
	13	Guide to the Science, Technology, and Agricultural Division, 1973
	14	IBM Punch Cards, 1993
132-133	1-6	In Touch, 1981-1995
		Indexes and Abstract
	7	Journals, 1975-1978
	8	Services, 1987
134	1	Information Brochures, 1980-1990
	2	Information for Users, 1981-1990



	3-7	Introduction to Library Research, 1984-1994
	8	Library Catalogue, 1913
135	1	Library Facts, 1980-1987
	2-3	Library Guide, 1960s-1970s
	4	Library Handbook, 1950-1994
	5	Library Patrons of Excellence, 1983
	6	Library User Information System [LUIS], 1981-1985
	7	Maps – Robert Muldrow Cooper Library, [N.D.]
	8	New books in Science and Technology, 1976-1979
	9	New Government Publications, 1972-1976
	10	News Articles, 1964-1984
	11	Quick!, 1989
	12	Records Management Program, [N.D.]
	13	Reference Guides, 1986-1989
	14	Regulations, 1975
	15	Resource Guide, 1990
	16	Robert Muldrow Cooper Library Newsletter, 1982-1985
136	1	Selected Statistical Sources, [N.D.]
		Staff
	2	Handbook, [N.D.]
	3	Manual, 1981-1991
		Strom Thurmond
	4	Ephemera, [N.D.]
	5	Institute Library Building Program, 1982
	6-10	Suggestion Box, 1989-1994
	11	<i>Thirty Years at the Heart of the University</i> , [N.D.]
	12	University Libraries Newsletter, 1986-1988
	13	Using the Card Catalog, 1982
	14	War Information Center, 1944

### Subseries V. Audio Cassettes/Ledgers/Photographs/Oversize/Restricted

These items have been separated from the main collection and include Audiocassettes, Blueprints, Ledgers, Memorabilia, Oversize, Photographs

#### A. Audiocassettes

		Library Centennial Oral History Project, 60-min. tape, Narrator:
137	1	Burkett, Wilma, 1988
	2	Callas Ethel, 1988
	3	Cox, H. Morris, 1988
	4-5	Edwards, R.C., 1988
	6	Ellis, Sidelle, 1989
	7	Goodman, Ellis, 1988
	8	Holden, Polly, 1988
	9	Holt, Berniece, 1988
	10	Lander, E.M., 1988
	11	Littlejohn, Mary Katherine, 1988
	12	Mansfield, Agnes, 1988
	13	Rambo, Earle K., 1988

- 138 14 Stevenson, Mary Conrad, 1988  
 Library Centennial Oral History Project, 60-min. tape (User's Copy),  
 Narrator:  
 1 Burkett, Wilma, 1988  
 2 Callas Ethel, 1988  
 3 Cox, H. Morris, 1988  
 4-5 Edwards, R.C., 1988  
 6 Ellis, Sidelle, 1989  
 7 Goodman, Ellis, 1988  
 8 Holden, Polly, 1988  
 9 Holt, Berniece, 1988  
 10 Lander, E.M., 1988  
 11 Littlejohn, Mary Katherine, 1988  
 12 Mansfield, Agnes, 1988  
 13 Rambo, Earle K., 1988  
 14 Stevenson, Mary Conrad, 1988

**B. Ledgers**

- 139 1 Books Lost and Paid For (8" x 10" x 1/4"), 1925-1952  
 2 Cash Book (6" x 9" x 1"), 1949-1956  
 3 Catalogue of Books, (8" x 12 3/4" x 1"), 1897  
 4-6 Circulation Records (7" x 8 1/4" x 1/4"), 1905-1913  
 7 (7 1/2" x 9 3/4" x 3/8"), 1913-1914  
 8-10 (8" x 10" x 1/4"), 1915-1921  
 140 1 (8" x 10" x 1/4"), 1921-1923  
 2 (7 1/2" x 9 3/4" x 3/8"), 1924-1925  
 3 Donations (8" x 13" x 1"), 1893-1910  
 4 Registration Book (4" x 6" x 1/4"), [N.D.]  
 5-7 (8" x 10" x 1/2"), 1934-1939  
 8-9 (8 1/2" x 10" x 1"), 1929-1943  
 141 1 Statistical Records (10" x 12 1/2" x 1/2"), 1925-1935  
 2-3 (10 1/4" x 12 1/2" x 1"), 1935-1953  
 4-5 Statistics/Circulation Records (8" x 10" x 1/4"), 1925-1929  
 6 (12 3/4" x 8 1/2" x 1/2"), 1929-1930

**C. Photographs (black and white)**

- 142 Administration  
 1 D5c – Security System, 1981  
 2 G2 – News Releases, 1980-1985  
 3 Archives Committee – Cadets, 1960-1969  
 4 Byrnes, James F. – Correspondence, [N.D.]  
 Calhoun  
 5 House Fire, 1988 May 30  
 6 Presentation Ceremony, 1965  
 7 Callas, Ethel, 1971  
 8 Class of 1915 Dedication – Memory of Kathryn B. Trescott, 1971  
 9 Clemson College Library, 1929  
 10 Compact Shelving Installation in Special Collections Unit, [N.D.]  
 11 Cooper Library, 1966

- 12 Staff, [N.D.]
- 13 Copies of Old Paintings in Special Collections, [N.D.]
- 14 Cornerstone – Tillman Hall – Contact Sheets, 1891
- 15 Custodial Merit Award, 1962
- 16 Doggett House, 1927-1930
- 17 Edgar Brown Room, 1969-1978
- 18 Ellis, Sidelle, 1959
- 19 Exhibits, 1928
- 20 A History of Clemson University Libraries/Centennial, 1988
- 21 Cornerstone – Tillman Hall, 1988-1989
- 22 Distinguished Black Americans, 1988
- 23 International, [N.D.]
- 24 Smith-Lever, 1989
- 25 South Carolina Textile, 1987
- 26 The Calhouns and Clemsons..., 1989
- 27 Women, Family and Marriage in the Victorian South, 1989
- 28 Women's History Love-Letters (idea), 1989
- 29 Goodman, John, [N.D.]
- 30 Goodman, Lois, [N.D.]
- 31 Graham, Cornelia Ayer, 1958
- 32 Graves (sp), Gladys, 1927
- 33 Library Exhibit – Professional and Personal Development Group, 1995
- 34 Library (R.M. Cooper Library) Slides, [N.D.]
- 35 Mansfield, Agnes A., 1971
- 36 Markwalter Family, 1892
- 37 Microfilm/Microfiche Reader, 1984
- 38 National Historical Publications and Records Commission Grant: Records  
Management Activities, 1985-1986
- Special Collections – Exhibits
- 39 “Black History Week – Featuring Owen Dodson, Writer”,  
1976 February 5-13
- 40 “Harry Ashmore: Distinguished Alumnus”, 1988 April
- 41 Thomas Green Clemson Hall of Science Technology, 1983
- 42 Trescott Collection (Katherine B.), 1984
- 43 “Women's History Week”, 1987
- 44 Spelunking Exhibit, [N.D.]
- 45 Stevenson, Mary Conrad, 1929-1977
- 46 Trescott, Katherine B., 1922

## D. Oversize

### 1. Blueprints

- Browsing Room Floor Plan, 1943 October 9  
Clemson College Library
- Elevation and Section – Lyles, Bissett, Carlisle & Wolff Architects  
(LBC&W), 1963 October 16
- First Floor Plan – Remington Rand Inc., 1937 May 10
- Interior Elevations - Lyles, Bissett, Carlisle & Wolff Architects (LBC&W),  
1963 November 28
- Interior Sections and Elevations - Lyles, Bissett, Carlisle & Wolff Architects  
(LBC&W), 1963 October 21

- Lower Level (C) Plan - Lyles, Bissett, Carlisle & Wolff Architects (LBC&W), 1963 November 26
- Main Level (D) Plan - Lyles, Bissett, Carlisle & Wolff Architects (LBC&W), 1963 November 26
- Plan at Level "A" Wall Sections - Lyles, Bissett, Carlisle & Wolff Architects (LBC&W), 1963 November 26
- Stack Room Floor Plan – E.T. Suter, 1936 January 17
- Upper Level (E) Plan - Lyles, Bissett, Carlisle & Wolff Architects (LBC&W), 1963 November 26
- Clemson Cooper Library – Schematic Section - Lyles, Bissett, Carlisle & Wolff Architects (LBC&W), [N.D.]
- Clemson University Library  
at Sumter - Floor Plan, 1965 November
- First Floor Plan  
M. Van Buren, Inc., 1964 November  
Physical Plan Division, 1966 July
- Ground Floor Plan  
M. Van Buren, Inc., 1964 November  
Physical Plant Division, 1966 July
- Second Floor Plan  
M. Van Buren, Inc., 1964 November  
Physical Plant Division, 1966 July
- Expansion of Cooper Library – Phase II: Bookstack Location Plans – Carlisle Association, 1977
- Floor Plans of Library in Sikes  
Main Floor, [N.D.]  
Second Floor, [N.D.]
- Proposed Alteration to Clemson College Library  
Basement Floor Plan – John Gates Architect, [N.D.]  
First Floor Plan – John Gates Architect, [N.D.]  
Second Floor Plan  
John Gates Architect, [N.D.]  
Globe-Wernicke Co., 1951 June 25
- Special Collections – Shelving Specifications, 1993

## 2. Charts

- Cataloging Department: Annual Report, 1951-1956
- Cataloging Department: Annual Report, 1953-1954
- Organizational Chart, 1980
- Volumes in Library, 1955 April

## 3. Ephemera

- Book Purchase Receipts – Charles Scribner's, 1896 July 28
- Clemson College Library Purchases for the Month of April 1904, 1904 April 1
- Smithsonian Institution Certificate, [N.D.]

## 4. Pencil Drawings

- Catalog Department – Mrs. Stevenson, [N.D.]
- Clemson College  
Library Book Plate (Original), [N.D.]
- Stack Room Floor Plan – E.T. Suters, 1936 January 17

Clemson University Library Browsing Room – E.T. Suters, 1942 May 2  
 Proposed Layout for  
     First Floor Plan – E.T. Suters, 1936 January 17  
     Library – E.T. Suters, 1935 November 30  
     Museum – Second Floor Library – E.T. Suters, 1936 January 17  
     Periodical Storage Rooms Basement Library – E.T. Suters, 1936 January 17

### 5. Publications

Holland's, the Magazine of the South – Southern Personalities: “Sarah Byrd Askew”  
 Grace Leake, 1950 June  
 Meet DORIS (Documents Online Retrieval Information System) Poster – Clemson  
 University, 1989  
 Meet LUIS (Library User Information System) Poster – Clemson University, [N.D]  
 The Greenville News – “Clemson To Build \$2 Million Library – Douglas  
 Mauldin, 1963 December 8  
 The Seneca Journal – “Clemson College Library is Popular with the Area Residents”  
 Bill McGraw, 1960 July 28

### 6. Ledgers

143      Circulation Records (9 ½” x 14 ½” x 1 ½”), 1898-1899  
             (9” x 14 ½” x 1 ½”), 1899-1900  
 144      (9” x 14 ½” x 1 ½”), ca. early 1900s  
             (9” x 14 ½” x 1 ½”), 1896  
 145      Faculty Library Survey (15” x 11” x ½”), Fall 1970  
             Student Library Survey (15” x 11” x ½”), Fall 1970  
 146      Accessions Register (12” x 14” x ¼”), 1896-1903  
             Circulation Records (9 ½” x 14 ½” x 2”), 1896-1897  
             Inventory of Library Holdings 1-4900 (9 ½” x 14 ¼” x 2”), 1900  
 147      Accessions 4901-6900 (12” x 13 ¾” x 1”), 1902-1906  
             6901-11,900 (12” x 13 ¾” x 1”), 1906-1914  
             Accessions Register (12” x 14” x ½”), 1906-1933  
             (12” x 14” x ½”), 1914-1926

### E. Restricted

148      1      D14    Incident Reports, 1989-1992  
             2      H1      Associate Director, 1983  
             3      H5      Circulation, 1972-1982  
             4              Boykin, Joseph F., Jr. – Resume, 1980  
             5              Gourlay, J.W. Gordon - Memoranda, 1972-1980  
             6              Incident Reports, 1987-1988  
             7              Meyer, Richard W. – Resume, 1980  
             Personnel  
             8              1932  
             9              1987-1989  
             10             Architecture Library – Incident Reports, 1976-1990  
             11             Circulation Unit - Caldwell, Barry, 1989  
             12             Public Documents – Incident Reports, 1987-1993  
             13             Special Collections – Kohl, Michael F. - Resume, 1981

## Separated Material

### Photographs

[see Subseries V., C.]

### Collection Index Terms

This collection is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headlines.

#### Subjects:

- Academic libraries—Library automation
- Academic libraries—Library history
- Academic libraries—South Carolina
- Clemson University—Architecture library—Emery A.Gunnin Library
- Clemson University—Buildings—Library
- Clemson University—Chemistry library
- Clemson University—Library
- Clemson University—Robert Muldrow Cooper Library
- Clemson University—Textile library—Sirrine Library
- Robert Muldrow Cooper Library

#### Correspondents:

- Boykin, Jr., Joseph F.
- Evans, Samuel W.
- Goodman, John
- Gourlay, John Wallace Gordon
- Graham, Cornelia
- Kinard, Francis Marion
- Littlejohn, James Corcoran
- Metz, Gustave Ernest
- Meyer, Richard W.
- Poole, Robert Franklin
- Trescot, Katherine Bocquet

#### Document Types:

- Memorabilia
- Oversize
- Collected
- Photographs
- Audiocassettes

#### Occupations:

- Librarian
- Director

## Administrative Information

### Acquired From:

The following files were either transferred through the Records Management Center or sent directly from the libraries to the University Archives:

Accessions 85-011, 85-013, 86-057, 86-089, 89-032, 89-040, 89-062, 89-083, 89-084, 89-124, 89-214, 89-254, 90-012, 90-027, 90-073, 90-113, 90-118, 90-142, 91-036, 91-037, 91-050, 91-077, 91-065, 93-011, 94-022, 95-021, 95-048, 95-119, 95-120, 95-121, 95-122, 95-138, 96-008, 96-029, 96-101, 96-141, 97-030, 96-146, 97-033, 98-173, 99-087, 99-092, 00-150

### Provenance:

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### Processing Information:

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[Return to the Table of Contents](#)

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