

# Office of Undergraduate Studies Records 1968 - 2001

## Overview

<b>Repository</b>	Clemson University Special Collections Clemson, SC 29634-3001
<b>Series 93</b>	Office of Undergraduate Studies
<b>Abstract</b>	This series contains records produced by the Office of Undergraduate Studies.
<b>Dates</b>	1968-2001, inclusive dates; 1986 - 1996 bulk dates
<b>Quantity</b>	74 cubic feet

## Scope and Content

This series contains records of the Office of Undergraduate Studies. The series is composed of the following sub-series:

Sub-series I. contains administrative files of Jerome V. Reel, Jr., Senior Vice-Provost and Dean of Undergraduate Studies, and his predecessor, Claud B. Green, Dean of Undergraduate Studies. Major topics include admissions, assessment, curriculum, enrollment, faculty development, evaluation and workloads, grading, registration, scholarships, and self-studies. The files are arranged alphabetically by subject.

Sub-series II. contains documentation submitted to the south Carolina Commission on Higher Education regarding curriculum development, degree programs at the bachelor, master and doctoral levels and faculty data. The files are arranged alphabetically by name of degree program.

Sub-series III. contains the minutes of the Undergraduate Council, the Undergraduate Curriculum Committee and the Commission on Undergraduate Studies. The minutes, which span the years 1979-1998, document additions and revisions to the curriculum. The files are arranged chronologically.

Subseries IV. contains planning materials related to the inaugurations and investitures of Clemson presidents Bill Atchley, Max Lennon, and Constantine Curris. The files are arranged chronologically.

Subseries V. contains files of the Director of Undergraduate Academic Services, George B. Carter, 1986-1997. The files are arranged alphabetically by subject.

Subseries VI. contains material that has been separated for purposes of preservation and access. The materials include publications removed from other sub-series, photographs, audio recordings, and oversize material.

## Additional Collection Information

### Restrictions

There are no restrictions on the use of this collection except those folders marked "Restricted Access." These files have been segregated in a box at the end of this series.

### Preferred citation

Cite as: Description and date of item, Office of Undergraduate Studies Records, Series 93, 1968-2000, Special Collections, Clemson University Libraries, Clemson, SC.

## Administrative History

The Office of Undergraduate Studies originated in 1972 when the duties of the Dean of Clemson University were divided/split into Undergraduate Studies and the Graduate School. The name changes and the respective deans are as follows:

- 1972-1994 Office of Undergraduate Studies
  - Claude Bethune Green, Dean, 1972-1979
  - Jerome Vincent Reel, Jr., Dean, 1979-1994
- 1994- Office of Undergraduate Studies and Academic Services
  - Jerome Vincent Reel, Jr., Senior Vice-Provost and Dean, 1994-2005
  - Janice W. Murdoch, Dean, 2005-

The Office of Undergraduate Studies oversaw the recruitment and admission of students. It administered the offices of Academic Special Projects, Admissions, Cooperative Education, Calhoun Honors College, Financial Aid, Registration, Residency Classification, and Undergraduate Academic Services.

## Detailed Description

### Sub-Series I. Administrative

Box	Folder	Title
1	1	AAHE, 1990 [American Association of Higher Education]
	2	AARP, 1993-1994 [American Association of Retired Persons]
	3	Abbey of St. Gall, 1989
	4	ABET Review, 1987 [Accreditation Board of Engineering and Technology]
	5	Abney Foundation, 1994-1996
	6	Academic Administrative Cost, 1997
	7	Academic Administrative Freeze, 1994
	8	Academic Administrative Training, 1998-1999
		Academic Advising
	9	1985-1987

	10	1988-1989
	11	1990
	12	1993-1998
	13	Academic Advising Committee, 1984-1986
	14	1985-1986
	15	1995
	16	Academic Advising Survey, 1985-1989 Academic Advisors' Workshop, 1984-1987
	17	1987
	18	Academic Affairs Administration, 1987
	19	Academic Affairs Administrators, 1992-1995
	20	Academic Affairs: Request for Funds, 1992
	21	Academic Affairs Restructuring, 1995
	22	Academic Calendar 1983-1986
	23	1986-1987
	24	1992-1993
	25	1994-1995
	26	1996
	27	Academic Calendar Committee, 1982-1984
	28	Academic Calendars, 1982-1985
	29	Academic Ceremonies Committee, 1997-1998
	30	Academic Common Market 1988
	31	1995-1997
	32	Academic Convocation, 1999
	33	Academic Council 1988
2	34	1989-1990
	35	1990-1991
	36	1992-1995
	37	1996
	38	1997
	39	1998
	40	Academic Council Memos and Agenda, 1992-1994
	41	Academic Council of the United States, 1985
	42	Academic Dishonesty 1993
	43	1995
	44	Academic Enhancement Program, 1986
	45	Academic Enrichment, 1987
	46	Academic Fees, Refund, 1983
	47	Academic Grievance Committee, 1985-1992
	48	Academic Grievance (Student), 1995
	49	Academic Honesty, undated
	50	Academic Management, 1992
	51	

	52	Academic Personnel Deadlines, 1990
	53	Academic Planning Committee, 1981-1983
3	54	Academic Planning Committee, 1984
	55	Academic Positions, 1987
	56	Academic Records, 1993
	57	Academic Regalia, 1984
		Academic Regulations
	58	1982-1983
	59	1987
	60	1988-1989
		Academic Special Projects
	61	1990-1991
	62	1997
	63	Academic Team USA, 1995-1997
	64	Academic and Athletes, 1989
	65	ACC Summer Session Directors, 1983-1984
	66	Acceptance Day, 1988-1989
	67	Accountancy & Legal Studies Bylaws, 1996
	68	Accreditation Study, 1982-1985
	69	Accreditations, 1986-1987
	70	ACT Advising Survey, 1990
	71	ACT Evaluation, 1989
	72	A-DEC/AG*SAT, 1995
	73	Administrative Coordinating Committee, 1981
	74	Administrative Council, 1995-1997
	75	Administrative Growth, 1993
		Admissions
	76	1988
	77	1989
	78	1990
	79	1992
	80	1993
	81	1994
	82	1995
4	83	1996
	84	1997
	85	1998
	86	1999
	87	Admissions Audit, 1994
	88	Admissions Consultants, 1995
		Admissions and Continuing Enrollment Committee
	89	1985 [minutes]
	90	1986
	91	1987
	92	1988
	93	1989
	94	1991

	95	1992
	96	1993
	97	1994
	98	1995
	99	1996
5	100	Admissions Director Candidate, 1987
	101	Admissions Goals, 1986-1997
	102	Admissions-Placement Test, 1987
		Admissions Policy
	103	1982-1988
	104	1996-1997
	105	Admissions: Population Shift, 1987
	106	Admissions: Prerequisites, 1997
	107	Admissions Projections, 1994-1995
		Admissions and Registration
	108	1982
	109	1983
	110	1984
	111	1985-1986
	112	1987
	113	1988
	114	Admissions Report, 1993
	115	Admissions: Seat Availability, 1994-1995
	116	Admissions Standard, 1987
	117	Admissions Status Reports, 1988-1989
	118	Admissions Study, 1988
	119	Adopt a School: Morrison Elementary, 1985
	120	Adult Education, 1984-1986
	121	Adult Learners, 1987
	122	Advanced Scheduling, 1991-1996
	123	Advertising: School Papers, 1987
	124	Advertisements: Bicentennial, 1987
		Advising
	125	1981-1985
6	126	1987
	127	Advising Committee Correspondence & Course Placement, 1985-1986
	128	Advising Committee Minutes, 1984-1986
	129	Advising Report, 1995
		Advising: Retention Committee
	130	1989
	131	1990-1991
	132	Advisor's Workshop, 1982-1984
		Affirmative Action
	133	1994-1995
	134	1996-1997
	135	AFROTC, 1996 [Air Force Reserved Officer Training Corps]
	136	AFS-Alumni Faculty Scholarships, 1983-1984

- 137 AG ED 101, 1994-1998
- 138 Agricultural Articulation, 1982  
Agricultural Sciences, College of
- 139 1975
- 140 1987-1989
- 141 AG SAT, 1992 [Agriculture Standardized Test]
- 142 AIDS, 1987
- 143 Air Force, 1986-1987
- 144 Air Force Academy Assembly, 1990
- 145 Alcohol Policy (Student Life), 1986-1988
- 146 Algernon Sydney Sullivan, 1992
- 147 Alliance 2020, 1995
- Alumni
- 148 1992
- 149 1993-1995
- 150 Alumni Association, 1987-1990
- 151 Alumni Center, 1987-1991
- 152 Alumni Continuing Education, 1985-1986
- Alumni: Distinguished Professor
- 153 1988-1990
- 154 1993
- 155 1995-1996
- 156 1997-1998
- 157 Alumni Faculty Staff Minority Students, 1987
- Alumni Master Teacher
- 158 1987-1989
- 159 1994-1995
- 160 Alumni Professors, 1981-1984
- 7 Alumni Programs
- 161 1986
- 162 1988-1989
- 163 Alumni Survey, 1994-1995
- 164 Alumnus, 1987-1989
- 165 Amendments to President CUGS, 1985-1996
- 166 American Association of University Professors, 1987-1989
- 167 American Association of University Women, 1988
- 168 American Council, 1986-1987
- 169 American Council on Education, 1993
- 170 American Council of Learned Societies, 1984-1985
- 171 American Cultural Association, 1994
- 172 American Express Travel, 1987
- 173 American Society of Mammalogists, 1986
- 174 American Universities and Colleges, 1986
- 175 Andrew Mellon Foundation, 1993
- 176 Animal Research, 1994
- 177 Annenberg Proposal, 1990
- 178 Announcements, 1989-1992
- 179 Announcements: Catalog, 1983-1987

	180	Announcements, University, 1988-1989 AP [Advanced Placement]
	181	1986-1987
	182	1988
	183	1989
	184	1992
	185	1994-1995
	186	1997-1998
	187	Correspondence, 1987-1988
	188	Credits and Government Politics, 1987
	189	Participants, 1994-1995
	190	Proposal, 1988
	191	Proposals, 1988-1989
8		Readings
	192	1987-1988
	193	1989-1992
	194	Report, 1987-1991
	195	<i>Apropos</i> Newsletter, 1989 [Calhoun Honors College]
	196	Architectural Foundation Report, Clemson, 1989
		Architecture, College of
	197	1981-1983
	198	1987-1989
	199	1990
	200	1993
		Architecture Accreditation
	201	1987
	202	1987
	203	1987
	204	Architecture in Charleston, 1988-1989
	205	Architecture Charleston Program, 1987
	206	Architecture Faculty Awards, 1988
	207	Architecture Gallery, 1988-1989
	208	Architecture Restoration, 1986
	209	Archives, 1995-1996
	210	Arizona State Survey, 1989
	211	Army Field Service Band, 1986-1987
	212	Arts at Clemson, 1989
	213	Asbestos, 1986
	214	Ashe, Geoffrey - Lecture, May 1985
	215	Ashmore Day, 1988 [Harry Ashmore]
	216	Assessing the National Goal, 1993
		Assessment
	217	1989
9	218	1990
	219	1991
	220	1992
	221	1993

	222	1995
	223	Assessment Committee Minutes, 1991
	224	Assessment: Majors, Alumni Travel Program, 1990
	225	Assessment Plan, 1998
	226	Assessment Policy Subcommittee, 1991
	227	Assessment Undergrad, 1988
	228	Association of American Colleges: ACC, 1990
	229	Athletic Academic Projects, 1985-1986
	230	Athletic Admissions, 1997
	231	Athletic Admission, 1998
	232	Athletic Council, 1991-1992
		Athletic Department
	233	1983-1985
	224	1990
	235	1991-1992
	236	1996-2000
		Athletics
	237	1987-1989
	238	1993-1994
	239	Atlantic Council, 1995
		Attendance Policy
	240	1992
	241	1993
	242	AT&T, 1990
	243	Audiovisuals, 1988-1990
10	244	Audiovisuals, Centennial Committee, 1986-1988
	245	Audiovisuals Committee, 1993
	246	Audit Records, 1996-1997
	247-255	AUSS [Association of University Summer Sessions], 1986-1995
	256	Awards Selections Policies and Procedures, 1970
	257	Bandstand, 1989
	258	Banners, 1988-1989
	259	Bar Request, 1988
	260	Bard College Center, 1992
	261	Barnhill Visit, 1991
	262	Batons University, 1995
	263	Bell Monument Plaque, 1989
	264	Benchmarks, 1986-1987
	265	Best North American Dateline, 1990
	266	Best of the Class, 1996
	267	Bicentennial Constitution: USC, 1988
	268	Bicentennial Correspondence, 1987-1988
	269	Bill 4587, 1987
	270	Biology Pilot Courses, 1983
		Biomedical
	271	1995
	272	1997
	273	Black Awareness Committee, 1987-1989



	274	Black Experience in Higher Education, 1990
	275	Black History Month, 1988-1990
	276	Block Grants (Increases), 1990
	277	Blue Key History Project, 2000
		Board of Trustees
	278	1986-1987
	279	1988
	280	1993-1995
11		Board of Trustees Dinner
	281	1996
	282	1997-1998
	283	Board of Trustees Meeting, 1987-1988
		Board of Visitors
	284	1982-1985
	285	1987
	286	1988-1990
	287	1995-1996
	288	Boat People: Non-Transferable, 1994
	289	Bond Bill, 1994
	290	Boy Scouts, 1986
		Brackett Hall
	291	1988-1992
	292	1993
	293	Britain Research Trip, 1978-1988
		Brooks Center
	294	1992
	295	1994-1995
	296	Brooks Center Art, 1990
		Brooks Center Dedication
	297	1993
	298	1997
	299	Brookstone School, 1983-1984
	300	Buckley, William F. Jr., 1988-1989
		Budget
	301	1985-1987
	302	1989-1990
	303	1992-1993
	304	1993-1995
	305	Budget Assessment, 1986-1987
	306	Budget & Control Board, 1986-1989
	307	Budget, Co-Op Education, 1987-1989
	308	Budget, Honors, 1986-1987
	309	Budget Planning, 1989-1996
	310	Budget, Undergraduate Studies, 1986-1987
	311	Budgets, 1996-1998
	312	Buildings, 1990
	313	Burdette, C.M. "Fuzz" Memorial Award, 1983
	314	Burtner, Frank A., 1989

	315	Burtner, Frank A. Award, 1988
	316	Business & Finance, 1986-1987
	317	Business & Finance Search Committee, 1986
		Cabinet Meetings
	318	1982-1985
	319	1985-1986
	320	1988-1990
12	321	1993
	322	1994-1995
	323	1996-1997
		Calendar
	324	1994
	325	1997
	326	Calendar Committee, 1996-1998
	327	Calendars, 1987-1990
	328	Calhoun Honors Seminar, 1994
	329	Calhoun Mansion, 1987-1988
	330	Calhoun Mansion Conference, 1989
	331	Calhoun Pickens Reunion, 1993
	332	Campaign Planning, 1994
	333	Campbell Chair Search Committee, 1986
	334	Campbell Endowment, 1991
	335	Campus Compact, 1993
	336	Campus Contact, 1994
	337	Campus Life Separation, 1986-1987
	338	Campus Signs, 1996
	339	Canadian Consul General, 1986
	340	Career Planning, 1985
		Career Workshop
	341	1981
	342	1982-1984
	343	1985-1986
	344	1989
	345	1993
13	346	1994-1995
	347	1996
		Carillon
	348	1988
	349	1995-1996
	350	Carnegie Clippings, undated
	351	Carnegie Reports: Eight Tension Committees, 1986-1987
	352	CARP Convention, 1986 [Collegiate Assoc. for the Research of Principles]
		CASE Professor of the Year
	353	1989
	354	1993-1994
	355	1995-1996
		Catalog

	356	1988
	357	1995-1997
	358	CAUSE, 1981 [Comprehensive Assistance to Undergraduate Science Education]
	359	Celebration Noon, Opening, 1988
		Centennial
		General correspondence
	360	1984
	361	1985
	362	1986-1987
	363	1988
	364	1990
	365	1991
	366	1993
	367	1996
14	368	Calendar, 1985-1989
	369	Committee-Campus Units Committee, 1986-1987
	370	Campus Wide Committee, 1985-1988
	371	Clemson University Yearbook, 1988
	372	Closing Events, 1988-1989
	373	Closing Events-Campaign Kickoff, 1989
	374	Closing Events-Thank You Letters, 1989
	375	Coat of Arms and Flag, 1988-1990
	376	Concert, 1988
	377	Concert, Campus Wide, 1987-1988
	378	Conferences, 1986-1987
	379	Convocations, 1986-1989
	380	Cornerstone Week Committee, 1987-1989
		Executive Committee
	381	1985
	382	1986
	383	1987
	384	1987
	385	1988
15	386	1988
	387	1989
	388	Exhibits Committee, 1985-1988
	389	Express, Centennial, 1988
	390	Flag and Coat of Arms, 1987
	391	Follow Up Letters, 1990
	392	Footpaths, 1987-1989
	393	Fort Hill Lectures, 1987
	394	General Correspondence, 1988
	395	Goals and Themes, 1984-1985
	396	<i>Guide for Alumni Leaders</i> , [1988]
	397	<i>Guide for University Administration</i> , [1988]
	398	Initial Planning, 1984
	399	Newspaper Articles, 1988-1989

	400	Off Campus, 1984-1987
16	401	Opening Celebration, SC Counties, 1988
	402	Professorship, 1989
	403	Resolutions, 1988-1989
	404	Science Focus, Second Focus, 1988
	405	Sills, Beverly, 1988
	406	Speech, 1989
	407	Study Phase, 1986
	408	Survey, undated
	409	Thank You Ad, 1989
	410	Thank You Letters, 1989
	411	Themes, undated
	412	Wordmark, 1984-1986
	413	Center for Automated Manufacturing [CAM], 1983
	414	Centers, Bureaus and Institutes, 1989
		Centers of Excellence
	415	1984
	416	1987
	417	Centers for Teaching Excellence, 1989
	418	Centers for Teaching and Learning, 1995
		CEU [Continuing Education Units]
	419	1987-1990
	419	Annual Reports, 1981-1985
	420	Conference Center Committee, 1988
	421	Reports, 1998
	423	Chair Salaries, 1998
	424	Chaired Professorship, 1990
	425	Chepstow Choir, 1990
	426	SE Chief Academic Officers Conference, 1988-1989
	427	Children's Literature Symposium, 1994
	428	Chinese Culture University, 1985
	429	CIEE, 1993-1995 [Council on International Educational Exchange]
	430	Class Absences, 1987
	431	Class Attendance, 1983-1987
	432	Class Availability, 1994
	433	Class: Clemson Leadership Awareness Seminar for Students, 1990
		Class Instruction
	434	1981-1987
	435	1990
17	436	1991-1995
	437	Class Change Schedule, 1982-1985
		Class Needs
	438	1986
	439	1996-1998
	440	Class Regulations, 1995-1999
		Class Size
	441	1982

442	1987-1992
443	1993
444	1993
445	1997
446	Class of '39, 1989
447	Class of 1940 Award Committee, 1992
448	Classes, 1995-1996
449	Classes for Fall, 1995
450	Classroom Control, 1990
451	Classroom Costs and Needs, 1989
452	Classroom and Laboratory Utilization, 1984-1985
453	Classroom Needs, 1988
454	Classroom Space Use Plan, 1983
455	Classroom Technology, 1994-1998
	Classroom Utilization
456	1991
457	1998
18	Clemson
	Career Workshop
458	1990
459	1991-1992
460	Center Planning and Placement, 1989
461	Club, 1995
462	Club Speaking Dates, 1988
463	Equipment, 1992
	Experience
464	1991
465	1996
466	1997
467	Furman MBA, 1982-1983
468	History Multi-Image, 1988
469	House Facilities, 1993
	Medallion
470	1985-1986
471	1987
472	1988
473	Picture Book, 1988
474	Prep, 1986
475	Reputation, 1996
476	Ring, 1999
477	Scholars, 1990
478	Scholars Program, 1988
479	Thomas Green, 1987-1993
480	University Black Staff and Faculty Association, 1988
	University Mace
481	1990
482	1993
483	University Sketch for the Encyclopedia of Southern Culture, 1986

	484	War Memorial, 1987
	485	Woman's Club, 1998
		Writing Project
	486	1982-1985
	487	1986-1987
	488	Clemsonians You Should Know, 1998
	489	CLEP, 1985-1986 [College-Level Examination Program]
	490	CLEP Credit, 1992
	491	Clergyman - Clemson Alumni, 1986
	492	Cluster Minus "Cluster of Courses," 1983
	493	Coaching Education, 1982-1983
	494	Coker Program, 1988
		College of Agriculture, Forestry, and Life Science
	495	1993
	496	1993-1995
19	497	1996-1998
	498	College of Agricultural Sciences, 1987-1988
		College of Architecture, Arts, and Humanities
	499	1994-1995
	500	1996
	501	1997-1998
		College Board
	502	1985-1987
	503	1993
	504	1994
	505	1995
	506	1996-1997
	507	1998
	508	College of Business and Public Affairs, 1995-1998
		College of Commerce and Industry
	509	1982, Reports on programs
	510	1982-1983
	511	1987-1988
	512	1989-1990
20	513	1991-1992
	514	1993-1995
	515	College Course Map, 1995
		College of Education
	516	1989-1992
	517	1993-1997
		College of Engineering
	518	1990-1992
	519	1990-1993
	520	1994-1995
	512	1996-1998
	522	College Entrance Examination Board, 1984
		College Events

	523	1984
	524	1985-1987
	525	1988
	526	1988
	527	1989
		College of Health, Education, and Human Development
	528	1994-1995
	529	1996-1997
21	530	1998
	531	College Incentive Formula, 1986
	532	College of Liberal Arts, 1984-1985
	533	College Student Inventory, 1990
		Collegiate Deans
	534	1983-1985
	535	1986-1987
	536	1989-1990
	537	Columbian Quincentennial, 1991-1992
		Commencement
	538	1987
	539	1988
	540	Commission on Classified Staff Affairs, 1987
	541	Commission on Classified Staff Affairs - Minutes, 1984-1985
	542	Commission Correspondence, Undergraduate, 1981-1985
	543	Commission on Faculty Affairs, 1987
	544	Commission on Future of Clemson, 1997-1998
	545, 546	Commission on Higher Education Visitation, 1989
		Commission on Physical Facilities
	547	1984-1985
22	548	1986
		Commission on Undergraduate Studies, Members
	549	1992-1993
	550	1994-1995
		Committees
	551	Admissions Exceptions, 1986-1992
	552	Annual Reports, 1986
	553	Carolina's Symposium on British Studies, 1983
	554	Comparative Salary Study, 1986
	555	Comparison, 1995
	556	Computer Advisory, 1994-1998
	557	Continuing Enrollment, 1982-1983
	558	Continuing Enrollment Appeals, 1984-1989
		Cooperative Education
	559	1981-1992
	560	1993-1999
	561	Curator Search, 1989
	562	Fine Arts, 1987-1992
		International Studies

	563	1986
	564	1987-1989
	565	Lab Animal Welfare, 1982-1983
23		Letters, Scholarship and Awards
	566	1984-1985
	567	1986
	568	1987
	569	1988
	570	1990
	571	1992-1995
	572	Librarians, 1986-1992
		Names
	573	1982-1984
	574	1986-1987
	575	1988-1990
	576	Outcome Assessment, 1986
	577	Preveterinary Medicine, 1988
	578	Restructuring Committees, 1998
	579	Scheduling, 1986-1989
	580	Study Registration and Accompanying Programs, 1991-1993
	581	Tension Between Conformity & Creativity in Classroom, 1986-1987
	582	Tension: Replies, 1986-1987
	583	Tension: Work Copies, 1986-1987
	584	Traffic, 1987
	585	TREC, 1985-1992 [Teaching Resources & Effectiveness Committee]
	586	Common Tests, 1989
	587	Communication, 1991-1992
		Communication Across the Curriculum
	588	1984-1992
24	589	1994-1998
	590	Communication Center, 1989-1990
	591	Communications, 1989
	592	Community Leaders' Letters, 1993
	593	Compact Discs (CD), 1986
	594	Compensation Study Request, 1985
	595-601	Computer Center, 1979-1990
	602	Computer Center, History Department, 1986
	603	Computer Information Supplier, 1992-1994
	604, 605	Computers, Personal, 1984-1987
	606	Computer Science Accreditation, 1986
	607	Computer Science Curriculum, 1990
	608	Computer Software, 1984-1985
	609	Computer Use Policy, 1988
	610	Computing Academic, 1987
	611	Computing & Information Technology, Division of, 1986-1987
	612, 613	Conditional Acceptance, undated, 1987
	614	Conference Education Evaluation, 1988



	615	Conference Service Evaluation, 1987
	616	Conflict of Interest, 1994
	617	Confusion over Goals, 1987
	618	Constitution Requirements, 1987
		Constitutional Bicentennial Summer
	619	1986
	620	1987
	621	Grant Proposal, 1986
25	622	Speakers, 1987
	623	Speakers: Cox, 1986-1987
	624	Speakers: Mathias, 1986
	625	Speakers: Rowan, 1986-1987
	626	Speakers: Schlesinger, 1986-1987
		Continuing Education
	627	1987
	628	1997-1998
	629	Approval, 1972-1985
		Correspondence
	630	1983-1986
	631	1994-1995
	632	Facility, 1979-1985
	633	Off Campus Involvement Inventory, 1977-1979
	634	Statistics, 1977-1979
	635	Organization, 1987
	636	Peterson's Guide, 1987-1988
26	637	Proposal, 1986
	638	Record Adaptation Form, 1983-1986
		Unit
	639	1981
	640	1982
	641	1983
	642	Unit, 1984
	643	University-Wide, 1983-1986
	644	Continuing Engineering Education Report, 1981
	645	Continuing Enrollment and Appeals, 1994-1998
	646	Continuing Environment Policy, 1990
	647	Continuing Higher Education, Policies and Practices, 1982
	648	Continuing Legal Education, 1987-1993
	649	Contract Models: Higher Education Forms, 1985
		Convocation
	650	1995
	651	1996
	652	1997
	653	1998
	654	Cooperative Education Correspondence, 1994-1995
27		CO-OP

		Correspondence
	655	1983
	656	1986
	657	1987
		Education
	658	1989-1990
	659	1991
	660	1991-1992
	661	1993
	662	Correspondence, 1987-1989
	663	Cooperative Extension, 1993
	664	Coordinator of Non-University Scholarships, 1987-1988
		Council of Academic Deans
	665	1978, pending file
	666-677	1979
	678-692	1980
28	693-715	1981
	716-733	1982
	734-746	1983, January - July
29	747-754	1983, August - December
	755-774	1984
	775-793	1985
	794-808	1986, January - August
30	809-815	1986, September - December
	816-835	1987
	836-856	1988
	857-863	1989, January - April
31	864-878	1989, May - December
	879-895	1990
	896-912	1991, January - September
32	913-918	1991, October - December
	919-931	1992, January - November
	932-952	1993
33	953-972	1994
	973-988	1995
	989-998	1996
	999	Correspondence, 1986-1992
34	1000	Counseling & Career Planning, 1986
	1001	Counseling & Career Planning Center, 1982-1983
	1002	Counseling & Diagnostic Center, 1995
	1003	Course Approval Form Modification, 1984-1988
	1004	Course Cancellations/Deletions, 1993-1997

	1005	Course Deletions, 1983
	1006	Course Needs, 1994-1997
	1007	Course Numbering, 1983
	1008	Course Objectives and Guidelines, 1982
		Course Preference Forms
	1009	1982-1983
	1010	1984-1985
	1011	1985-1986
		Course Substitution
	1012	1982
	1013	1991
	1014	1996-1998
	1015	Course Substitution Policy, 1986-1987
	1016	Cox, Walter T. (Honors), 1986-1987
	1017	Cox Professorship Committee, 1986-1987
	1018	Craig Starlett, 1994-1998
	1019	Credit Hour Costs, 1994-1995
	1020	Credit Hour Production, 1993-1994
	1021	Cross Listing of Courses, 1982
	1022	CU Cornerstone Information, 1986
	1023	Curriculum Vitae for Faculty, 1985
	1024	CUSEI, 1988
	1025	Daniel Hall Renovation, 1992-1993
		DAPS
	1026	1980-1984
	1027	1987-1989
	1028	Dean's Endowed Scholarship, 1988
	1029	Dean's Leadership: Barker, 1993
	1030	Dean's List, 1984
	1031-1035	Dean's Retreat, 1990
35	1036	Defense Logistics Agency, 1982
	1037	Degree Audit Check, 1987
		Degree Audit Production
	1038	1993
	1039	1994-1995
	1040	Degree Audit Program, 1987-1992
	1041	Degree Audit Subcommittee, 1987
	1042	Degrees, Honorary, 1968-1986
	1043	Degree Progress, 1995-1996
	1044	De La Howe School, 1989
	1045	Department Establishment Guidelines, 1991
	1046	Department Head Meetings, 1982
	1047	Department Heads Organization, 1994-1997
	1048	Department Titles, 1983
	1049	Departmental Access to Student Records, 1985
	1050	Desegregation, 1984-1985
	1051	Desegregation Fund Proposal, 1987
	1052	Development, 1985

		Developmental Education
	1053	1981-1982
	1054	1983
	1055	1984-1985
	1056	1986-1987
	1057	1989-1992
	1058	Development, Office of, 1990-1998
	1059	Diamond-Brostrom Publishers, 1987
	1060	Dietetics Accreditation, 1996
	1061	Diplomas Wording, 1982
	1062	Direct Lending, 1993-1997
	1063	Director/Admissions/Advertisement Description/Search Committee, 1998
	1064	Director of Undergraduate Academic Services, 1988
		Disabled Students
	1065	1993
	1066	1994
	1067	1996-1998
	1068	Disagreement over Governance, 1986
	1069	Discontinuity between Schools and Higher Education, 1986-1987
	1070	Distance Delivery, 1993
	1071	Distance and Continuing Education, 1997-1998
	1072	Distance Education, 1992-1995
	1073	Distinguished Professor, 1991
36	1074	Diversity Index, 1996-1999
	1075	Divided Loyalties among Faculty, 1987
	1076	Dixon Fellows, 1996-1997
	1077	Double Majors, 1980-1986
	1078	Drop/Add, 1994
	1079	Drop Date Resolution, 1990
	1080	Dropout Prevention, National, 1991
	1081	Dropping Courses without Final Grade, 1989
	1082	Drug Use, 1988
	1083	Dual Degree Program, 1983-1984
	1084	Duplicate Grades, 1988
	1085	Economic Development, 1995
		Economic Impact Study
	1086	1988
	1087	1993
	1088	Economics, 1996-1997
	1089	Education: Cadets, 1989
		Education, College of
	1090	1982
	1091	1983
	1092	1984
	1093	1985
	1094	1986
	1095	1987-1993
	1096	Education Conference, 1984

	1097	Education, Dean's Search, 1988
	1098	Education and Military, 1991
	1099	Education SDE, 1987
	1100	Education: Teaching Complaint, 1986 <b>RESTRICTED ACCESS</b>
	1101	Educational Foundation, 1994
		Educational Policies Committee
	1102	1981-1983
	1103	1984, January-April
	1104	1984, July-August
	1105	1985
37	1106	1986, January-March
	1107	1986, May-July
	1108	1987
	1109	1988-1989
	1110	1992
	1111	1993
	1112	1994
	1113	1995
	1114	1996, January-March
	1115	1996, May-December
	1116	1997
	1117	1998
	1118	Educational Technology, 1989
	1119	ETV, 1995
		Educational Testing Service
	1120	1988-1994
	1121	1990-1991
		Edwards Endowment
	1122	1981-1982
	1123	1983-1987
	1124	1988-1995
	1125	Edwards Science and Technology Lecture, 1982
		Elderhostel
	1126	1986-1987
	1127	1988
	1128	Elie Wiesel Prize, 1992-1993
	1129	Emeritus Faculty, 1989-1997
	1130	Employee Free Courses, 1994
		Employee Free Tuition
	1131	1992
	1132	1993-1997
38	1133	Employee Suggestion Program, 1990-1993
	1134	Employment Practices, 1998
	1135	Encyclopedia of Southern Culture, 1990
	1136	Endowed Chairs, 1986
	1137	Endowment Funding, 1994
	1138	Energy and Resource Development Institute, 1981-1986

		Engineering, College of
	1139	1982
	1140	1983
	1141	1985-1986
	1142	1988-1989
	1143	Engineering Minority Bridge Program, 1993 England
	1144	1985
	1145	1988-1993
	1146	England Programs, 1986
	1147	English Competency, 1991
	1148	English Department/English 100, 1995-1997
	1149	English Fluency, 1991-1994 Enrollment
	1150	1988-1989
	1151	1991
	1152	Enrollment by Majors, 1992
	1153	Enrollment Certification Program, 1996
	1154	Enrollment Comparison, 1987 Enrollment, Fall
	1155	1992
	1156	1994
	1157	Enrollment Growth Problems, 1991 Enrollment Management
	1158	1995
	1159	1997
	1160	Enrollment Management Subcommittee, 1992-1993
	1161	Enrollment Needs, 1987-1995 Enrollment Policy
	1162	1993
	1163	1996 Enrollment Projection
	1164	1986
	1165	1993
	1166	1994
	1167	1995
39	1168	Enrollments, 1996-1997
	1169	Environmental Science, 1991-1995
	1170	Equal Employment Opportunity Commission (Charges), 1992
	1171	Equity and Equal Opportunity, 1983-1986
	1172	Ethics Act, 1996-1997
	1173	Eugene Edwards Memorial Award, 1981-1983
	1174	Eureka, 1993 Evaluation of Academic Personnel
	1175	1986-1988
	1176	1993-1995
	1177	Evaluation of Department Heads, 1990
	1178	Evening Classes, 1992

	1179	Evening Undergraduate Courses, 1992
	1180	"Examination on 'F' Received in Last Semester" Policy, 1989
	1181	Examinations, 1994-1995
		Examination Schedule
	1182	1984-1990
	1183	1992
	1184	1996
	1185	1997-1998
	1186	Excessive of 18 Hours, 1998
	1187	Exchange Students, 1994-1995
	1188	Experiment Station/History, 1987-1988
	1189	Extension Industrial, 1993-1995
		Facilities Planning Committee
	1190	1985-1988
	1191	1991-1992
	1192	1993, March - July
	1193	1993, Fall
	1194	1994
	1195	1995
	1196	1996
	1197	1998
	1198	Faculty Committee on Research, 1987
	1199	Faculty Compensation Rates, 1991
	1200	Faculty Conduct, 1995
	1201	Faculty Credentials, 1995
		Faculty Development Committee
	1202	1981-1984
	1203	1985-1986
	1204	1992
	1205	1993
	1206	1993-1997
		Faculty Development
	1207	1996
	1208	1997
	1209	1998
40	1210	Faculty Evaluation, 1992
	1211	Faculty Evaluations, 1989-1996
	1212	Faculty Evaluations/Teaching, 1996-1998
	1213	Faculty Exchange Program, 1988
	1214	Faculty Housing, 1993
	1215	Faculty Listing, 1982
		Faculty Luncheons
	1216	New Faculty, 1986-1995
	1217	1995
		Faculty Manual
	1218	1993-1994
	1219	1995
	1220	1996

1221	1997-1999
	Faculty Meetings
1222	1983-1992
1223	1986-1996
1224	1991-1992
1225	1993-1998
1226	Faculty, Part Time, 1994
1227	Faculty Portfolios, 1994-1995
1228	Faculty Productivity, 1993
1229	Faculty Publications, 1984
1230	Faculty Replacement Analysis, 1991
1231	Faculty Salaries, 1987-1988
1232	Faculty Scholarship Award Plaques, 1998
	Faculty Senate
1233	1994
1234	1996
1235	Faculty Senate Correspondence, 1982-1983
1236	Faculty and Staff, 1991
1237	Faculty and Staff Meetings, Fall, 1992
	Faculty and Staff Orientation
1238	1981-1985
1239	1988
1240	1994
1241	1995-1996
1242	1997
1243	Faculty-Student Relations, 1992
1244	Faculty Tenure, 1981-1983
41	Faculty Workload
1245	1981-1987
1246	1988-1990
1247	1992
1248	1993
1249	1994
1250	1994-1995, Confidential
1251	1995-1997
1252	1998
1253	Fall Break, 1994
1254	Fall Enrollments, 1989-1998
1255	Fast Track, 1994-1995
1256	Federal Debarment Certification, 1994-1996
1257	Federal Relations Director, 1998
1258	Fee Schedule, 1994-1995
1259	Fee Waiver/Requests, 1993-1995
1260	Fees, 1999
1261	Fellowship Club, 1995
	FERPA [Family Education Rights to Privacy Act]
1262	1995-1997
1263	1998-1999



		Final Examinations
	1264	1983-1989
	1265	1990-1997
	1266	Final Grades, 1990-1997
	1267	Finances General, 1985-1987
		Financial Aid
	1268	1981-1982
	1269	1992
	1270	1993
	1271	1994, January-June
42	1272	1994, July-December
	1273	1994, Program Proposals
	1274	1995, January-May
	1275	1995, June-December
	1276	1996, January-April
	1277	1996, May-August
	1278	1996, September-December
	1279	1997, January-May
	1280	1997, June-September
	1281	1997, October-December
	1282	1998, January-April
	1283	1998, May-December
	1284	1999, January-August
	1285	1999, September-December
	1286	Financial Aid Special Programs, 1996
	1287	Financial Aid Students, 1996-1997
	1288	Financial Planning, 1993-1995
	1289	Fine Arts Committee, 1994-1995
	1290	Fine Arts Series, 1982-1985
	1291, 1292	FIPSE Program, 1988-1989
	1293	First Class Centennial, 1992-1993
43	1294	First Friday, 1986
	1295	First Laboratory Class Attendance, 1997
	1296	Fiske Guide to Colleges, 1985-1989
		Five Year Program
	1297	1978-1984
	1298	1989-1991
	1299	Florence-Darlington Technical College, 1990
	1300	Floyd, Connie: Family, 1988
	1301	Floyd, Jack and Sally, 1996
	1302	FOCUS on SC, 1992
	1303	Food Science, 1984
	1304	Foreign Exchange, 1992-1995
	1305	Foreign Language, 1985
	1306	Foreign Language Policies, 1987-1989
	1307	Foreign Students, 1979-1983
		Foreign Study

1308	1988-1990
1309	1991-1992
1310	1997-1999
1311	Foreign Travel, 1984-1988 Forest and Recreation Resources, College of
1312	1950-1981, undated
1313	1982
1314	1983
1315	1984-1985
1316	1986-1990
1317	1992-1993
1318	1994-1995
1319	Formula, 1995
1320	Fort Hill Curator, 1989-1990 Fort Hill House
1321	1988-1989
1322	1990-1994
1323	Fort Hill House: Grant Possibilities, 1987 Forum Club
1324	1986-1994
1325	1989-1993
1326	1995-1999
1327	Forum for the Humanities, 1988
1328	Foundations, 1987-1988
1329	Four H, 1988-1989
1330	France Trip, 1988-1989
44	Fraternities
	General
1331	1982-1987
1332	1990-1995
1333	Alpha Chi, 1984
1334	Blue Key, 1997
1335	Omicron Delta Kappa, 1986-1999
1336	Phi Beta Kappa, 1985-1992 Phi Kappa Phi
1337	1983-1987
1338	1988-1999 Pi Kappa Alpha
1339	1984-1985
1340-1349	1986-1995
1350, 1351	1998, 1999
1352	Sigma Phi Epsilon, 1992
1353	Fraternity Housing, 1986-1996
1354	Freedom of Information Act, 1988
1355	French Assignments, 1988
45	Freshman Advocate
1356	1989 (George Carter)

	1357	1991 (Robert Snelsire)
	1358	Freshman Class (Charts), 1983
	1359	Freshman Class Enrollment, 1992
	1360	Freshman Class Size, 1993-1995
	1361	Freshman Engineering, 1987
	1362	Freshman English, 1992
	1363	Freshman Orientation, 1986-1994
	1364	Freshman Programs, 1992
	1365	Freshman Recruiting, 1987
		Freshman Retention Program
	1366	1988-1989
	1367	1990
	1368	Freshman Seminar, 1989
	1369	Freshman/Transfer Enrollees, 1992
	1370	Freshman: Undeclared, 1985
	1371	Freshman: University 101, 1993
	1372	FTE Ratios by Department, 1992
	1373	Fulbright-Hays Seminar and Scholarships, 1990-1993
		Fulbright Scholars
	1374	1981-1983
	1375	1984-1986
	1376	1987-1989
	1377	Furlough Mechanics, 1982
	1378	Furman Inauguration, 1995
	1379	Future Higher Education, 1996
	1380	Future Planning, 1984
	1381	Gates Project, 1997
	1382	General, 1991
	1383	General Assembly, 1998
		General Correspondence
	1384-1387	1982-1987
46	1388, 1389	1988-1990
	1390-1396	1992-1999
		General Education
	1397, 1398	1973, 1974
	1399-1404	1980-1984
	1405, 1496	1986-1989
47	1407	1990
	1408-1409	1990-1991
	1410-1413	1991-1994
	1414	General Education Committee, 1992-1993
	1415	General Education: C.O.W., 1997-1999
	1416	General Education Proposal, 1991
	1417	Genoa, 1990
	1418	Geographic Information System, 1987-1997
	1419	Georgia Tech, 1997-1998
	1420	Gifts and Grants, 1984-1985

	1421	Goals, 1994
	1422	Golden Key National Honor Society, 1986-1987
	1423	Goldwater Scholarships, 1989-1991
		Governance, University
	1424	1995
	1425	1996
	1426	1998-1999
		Governor's Professor of the Year
	1427	1995
	1428	1997
	1429	1998
	1430	1999
		Governor's School
	1431	1989
48	1432	1990
	1433	1991-1995
		Governor's School for Science & Mathematics
	1434	1991-1992
	1435	1994-1997
	1436	Governmental Affairs Contact Person, 1997-1999
	1437	Governmental Affairs, 1995
		Grade Distribution
	1438	1980-1993
	1439	1990-1993
	1440	1994-1999
	1441	Grade Distribution Reports, 1985
	1442	Grade Inflation, 1984
		Grade Point Ratio
	1443-1447	1987-1991
	1448	1997-1998
	1449	Grade Protests, 1988
	1450	Grade Reports, 1994
		Grades
	1451	1992
	1452	1996-1999
	1453	Grades: Submission, 1996
		Grading
	1454	1987
	1455	1996-1998
		Graduate Assistants
	1456	1984
	1457	1992
	1458	1993-1995
	1459	1999
	1460-1463	Graduate Curriculum Committee, 1986-1990
	1464	Graduate Dean, 1992
	1465	Graduate Deans, 1998
	1466	Graduate Enrollment, 1984-1991

	1467	Graduate Fees (nonresident), 1992
	1468	Graduate Fellowship, 1989
		Graduate Program
	1469-1470	1981-1983
	1471-1473	1989-1995
		Graduate Record and Examination Board
	1474	1984
	1475	1988-1990
	1476	1991-1993
		Graduate School
	1477	1994
49	1478	1996
	1479	1997
	1480	Graduate School Dean Search, 1997
		Graduate School Policies and Information
	1481	1984-1987
	1482	1997
	1483	Graduate Student Association, 1988-1989
	1484	Graduate Students: English, 1985
	1485	Graduate Survey: Liberal Arts, 1985
		Graduate Teaching Assistants
	1486	1985-1987
	1487	1989-1990
	1488	Graduate Test Results, 1982-1985
	1489	Graduation, 1984-1986
		Graduation
	1490-1499	1987-1994
50	1500-1515	1995-2000
	1516	Graduation Lists, 1986-1999
51		Graduation Rates
	1517	1997-1998
	1518	1999
	1519-1521	Graduation Problems, 1996
	1522	Grants, 1988-1991
	1523	Grants in Aid, 1992-1999
	1524	Great Leadership, 1988-1990
	1525	Great Universities, 1990
	1526	Greenville Higher Education Center, 1991-1992
	1527	Greenville Hospital System, 1991-1996
	1528	Grievances, Student Correspondence, 1995-1997 <b>RESTRICTED ACCESS</b>
	1529	Guidance Counselors, 1984
	1530	Hall of Fame, 1987-1988
	1531	Handicapped Students, 1982-1985
	1532	Hanover House, 1988
	1533	Hartzog Lecture, 1996-2001
	1534	Harvard Survey on American University Professors, 1983-1984

- 1535 Hazardous Waste Curriculum, 1987  
Health Care Grant Proposal
- 1536 1987
- 1537 1990-1992
- 1538 Hearst Foundation, 1993
- 1539 Heintz, Michael, 1998
- 1540 Heritage Advisory Committee, 1996-1998
- 1541 Herrington, David, 1996
- 1542 Hesburgh, 1999
- 1543 High School Counselors' Desegregation Meeting, 1983
- 1544 High School English, 1996
- 1545 High School Recruitment, 1994-1998
- 1546 High School Recruitment and Health Care, 1988
- 1547 High School Scholars, 1987
- 1548 HEAP, 1993-1995
- 1549 HEES Access Report, 1993-1994
- 1550 Higher Education Future, 1994
- 1551 Higher Education Survey, 1990-1992
- 1552 Hiroshima University Exchange Program, 1991
- 1553 Hispanic Association of Faculty and Staff, 1993-1995
- 1554 Hispanic Homes/African, 1990-1994
- 52 1555-1557 Hispanic Homes Advisory Committee, 1984-1994
- 1558 Historic Houses Committee Search for Director, 1989-1990
- 1559 Historic Items, 1994-1995
- 1560 Historic Prevention: Hilton Head, 1988-1995  
History 100
- 1561 1990
- 1562 1992
- 1563, 1564 1993
- 1565 1994
- 1566 History 100: Class Evaluations, Fall, 1987
- 1567 History 361: Class Evaluations, Fall, 1987
- 1568-1570 History Department, 1983-1999
- 1571 History of Higher Education, 1998
- 1572 History Technology Society, 1997
- 1573 Hobson, J. Harvey, 1991
- 1574 Holmes Group, 1986
- 1575 Home Economics, 1986
- 1576 Homecoming, 1986
- 1577 Homepages, 1998
- 1578 Honor, Calhoun College, 1995-1997
- 53 1579 Honor Code, 1996-1998
- 1580, 1581 Honor Code Committee, 1993-1994  
Honorary Degrees
- 1582 1985-1988
- 1583 1992
- Honors

	1584-1586	1983-1985
	1587-1594	1988-1992
54	1595-1607	1993-1998
55	1608, 1609	1999, 2000
	1610	Honors Activity Report, 1990 Honors and Awards Day
	1611	1976
	1612-1619	1984-1992
	1620	Honors Chair: Search Committee, 1982-1983
	1621	Honors Convocation, 1982
	1622-1624	Honors Council, 1991-1992
	1625	Honors Director: Search, 1990-1991
	1626	Honors Endowments, 1987
	1627	Honors Evaluation, 1990
	1628	Honors Faculty, 1988
	1629	Honors Fundraising Award Recipients, 1991-1992
	1630	Honors Lectures, 1987-1988
	1631	Honors: Linda Martin-CHE Data, 1991
	1632-1638	Honors Program, 1984-1987
	1639-1641	Honors Program Correspondence, 1985
56	1642	Honors Research, 1990
	1643	Honors: Responses, 1990
	1644	Honors Speakers, 1989
	1645	Hood Colors, 1996 Horry-Georgetown
	1646, 1647	1990
	1648, 1649	1991
	1650	1992-1993
	1651	undated
	1652	Hotel/Motel Discounts, 1988
	1653	House Bill, 1996
	1654	House of Representatives, 1982 Housing
	1655	1983-1986
	1656-1658	1989-1998
	1659	[Hurricane]Hugo Research, 1989 Human Resources
	1660	1981
	1661	1982-1983
	1662	1987
	1663	1994
	1664	Human Resources, Office of, 1988
	1665	Human Subjects, 1993
57		Humanities
	1666	1991-1992

	1667	1996
	1668	Humanities Report, 1986-1988
	1669	Humanities and Writing, 1985
	1670	Husain, Norsaadah Memorial, 1992
	1671	Immersion Program, 1993
	1672	Implementing Concepts, 1998
	1673-1674	Impact Study Correspondence, 1985-1988
	1675	Incomplete Grade Policy, 1982
	1676	Incomplete Grades, 1994-1995
	1677	Indirect Costs, 1990-1993
	1678-1680	Industrial Engineering, 1981-1983
	1681	Information Resource Policy, 1998
	1682	Information Resources, 1994
	1683	Information Systems in Academic Affairs, 1987
	1684-1686	Information Technology, 1993-1996
	1687	<i>Inherit the Wind</i> : Campus Wide, 1987-1988
		Innovation Fund
	1688	1988-1991
	1689	1993-1999
	1690	<i>Inside Clemson</i> , 1992-1994
	1691	Inside Faculty News, 1998-1999
	1692	Institute for International Education, 1987-1989
	1693	Institute of Paper Chemistry, 1987
		Institutional Advancement
	1694	1986
	1695	1987-1990
	1696	1992-1994
	1697	1997-1999
		Institutional Research
	1698	1988-1989
	1699	1993-1997
	1700	Instructional Assistants, 1988-1990
	1701	Instructional Effectiveness, 1994
	1702	Instructional Productivity Formula, 1986
	1703	Instructional Services, 1992
	1704	Instructional Technology, 1997-1999
58	1705	Inter-college Programs, 1982
	1706	Intercollegiate Transfer Policy, 1992
		Internal Audit
	1707	1987
	1708	1992
	1709	1993-1999
	1710, 1711	International Agreements, 1992-1997
		International Baccalaureate Program
	1712	1987-1988
	1713	1991-1997
	1714	International Cooperation Education Exchange Program, 1983-1984
	1715	International Development, 1986



		International Education
1716		1977
1717		1984-1986
1718		1991
1719		1996-1999
1720		International Food, 1988
1721		International Internship, 1984
1722		International Peach Symposium, 1986-1990
		International Programs
1723		1977
1724, 1725		1986
1726		1987-1989
1727		1991-1993
1728		1995-1998
1729		1999
1730		undated
1731		International Program: Greenville Schools, 1987-1989
1732		International Scholars, 1981-1983
1733		International Student Association, 1986-1995
1734		International Student Exchange, 1985-1993
		International Studies
1735		1985
1736		1987-1989
1737		1992
1738		1999
		International Studies Committee
1739		1982
1740		1983-1985
1741		International Symposium on Stimulation of Computer Communication, 1987
		Internships
1742		1991-1992
1743		1997-1999
1744		Intra-University Transfers, 1997-1999
1745		Intramural Transfer Committee, 1982
1746		Inventories, 1992
59	1747	ITESM, 1993
	1748	IVR System, 1999
	1749	James Madison Fellowship, 1994
	1750	Japan, 1996
	1751	Japan Branch Proposal, 1990
	1752	Japan Tour, 1986-1987
	1753	Japanese Program, 1987-1988
	1754	Jaskwhich Bill, 1995
	1755-1758	Jennett, Charles, 1992-1996
	1759	Job Discrimination, 1990-1991
	1760	Job Placement, 1991-1993
	1761	Johnson, Tom, 1992 <b>RESTRICTED ACCESS</b>
	1762	Joint City/University Minutes, 1992-1993

	1763-1766	Junior Scholars, 1986-1992
	1767	K-12, 1995-1997
	1768	Kaplan Education Center Ltd, 1991
	1769	Keenan Professorship Committee, 1985-1995
		Kellogg
	1770-1772	1993 [General]
		Kellogg
60	1773	Becker, Bob, undated
	1774	Concept Team Members, 1993
	1775, 1776	Concept Teams, 1993
	1777	Conference on Increasing Flexibility, 1998
	1778	Fellowship, 1991-1994
	1779	Foster Visit, 1993-1994
		Foundation
	1780	1981-1984
	1781	1991-1992
	1782	Grant, 1993-1995
	1783	Latch Key, 1990-1991
	1784	Leadership, 1986
	1785	Meeting, undated
	1786	Membership, 1987-1988
	1787	Organizational Structure, undated
	1788	Proposal, 1988
	1789	Reel, Dr. J. V., undated
	1790	Reports, 1992-1993
	1791	Rural America, 1986-1987
	1792	Rural Economic Development, 1992
	1793	Site Visit-Support Letters, 1989
	1794	Summary, 1993
	1795	Teams, undated
	1796	Tour Evaluation, 1992
	1797-1801	Visions for Youth, 1989-1994
	1802	Annual Report, 1989-1990
	1803	Chicago Meeting, 1990
	1804	Proposal, 1989
	1805	Youth Programs at Clemson, 1988
61		Kellogg
	1806-1808	Youth at Risk, 1987-1989
	1809	Goals, 1989
	1810	Nutrition, 1991
	1811	Pregnancy, 1988
	1812	President's Statement, 1987-1988
	1813	Radio Show, 1989
	1814	Secretariat Proposal, 1990
	1815	Site Visit, 1989
	1816	Suicide, 1987
		Youth Task Force

	1817, 1818	Budget, 1988
	1819-1823	Inventory of programs, 1988
	1824	Kenan Chair, 1980
	1825	Kick-off Clemson, 1998-1999
	1826	Kirby, Thornton, 1997
	1827	Kuwait Crisis Withdrawal Policy, 1990
	1828	Laboratory: Class Attendance, 1996
	1829	Laboratory Designation, 1994
	1830	Laboratory Fees, 1987-1997
	1831	Lab Rural Education, 1990
	1832	Land (off campus), 1988
		Land Grant
	1833	1992
	1834	1996
	1835	Land Grant Movement, 1993
		Land Grant Restructuring
	1836	1990-1991
62	1837	1993
	1838	Lander College, 1981-1991
	1839	Lap Top Project, 1997-1998
	1840	Law Minor, 1999
		Leadership
	1841	1986
	1842	1989-1992
	1843	1993
	1844	Leadership Development, 1991
	1845	Learning Resources Center, 1982-1983
	1846	Learning Styles Research, 1989
	1847	Lectures, 1984-1997
	1848	Legacy Standard, 1997
	1849	Legal Issues, 1988
	1850	Legal Studies Committee, 1984
	1851, 1852	Legislative Audit Council, 1983
		Legislative Dinner
	1853	1985-1988
	1854, 1855	1989
	1856	Legislative Dinner Guest Lists, 1986
		Legislative Liaison
	1857	1990-1991
	1858	1993-1995
		Legislature
	1859, 1860	1996, 1997
63	1861, 1862	1998, 1999
	1863	Leisure Skills Program, 1990
	1864	Lemon Professorship, 1982-1983
	1865-1866	Lennon, Max, 1986-1995
	1867	Lennon: Student Paper, 1988

	1868-1881	Liberal Arts, College of, 1977-1997
64	1882, 1883 1884-1893	Liberal Arts, College of, History, 1987 Library, 1981-1999 Library Contributions
	1894	1984-1987
	1895	1993-1999
	1896	Library Development Committee, 1985
	1897	Library: University Archives Program Proposal, 1984
	1898	Life Scholarships, 1998-1999
	1899	Local Area Network System, 1995
	1900	Local Placement Tests for Entering Students, 1999
	1901	Logo, 1995
	1902	Long Range Plan, 1984
	1903	Loughborough Agreement, 1995
	1904	Lyons Teaching Award, 1990-1997
	1905	Mace Ceremonies, 1992-1993
	1906	Marketing, 1996-1999
	1907	Master Plan, 1991-1993
	1908-1909	Master Teaching Program, 1990-1992
	1910	Master's Review, 1984
	1911-1912	Mathematical Sciences, 1992-1997
	1913	Mathematics Achievement Standards, 1995
	1914	Matriculation Fee, 1999
	1915	Maxwell, David: General Correspondence & Retirement, 1991
65	1916-1918	Maymester, 1994-1998
	1919	McKetta, John, 1988
	1920	Medallion Dinner, 1987-1988
	1921-1922	Medical School Admission Acceptance, 1987-1998
	1923-1924	Medical Technology, 1981-1993
	1925	Medical University of SC Research, 1984
	1926	Megginson, James W., 1988-1989
	1927	Mentoring, 1996-1997
	1928	Mercer University Press, 1987-1988
	1929	Merger of UGS/Admissions, 1994
	1930	Metropolitan Life Foundation Future Teacher Scholarships, 1985
	1931	Metz Census, 1988-1992
	1932	Metz, James Barnett, 1991
	1933	Microcomputer Lab, 1983-1985
	1934	Mid-Term Grades, 1984-1987
	1935-1937	Mid-Year Check, 1990-1999
	1938	Milestones, 1998
	1939	Military, 1990-1994
	1940	Military Call Ups, 1990-1999
	1941	Military Heritage Plaza, 1993-1995
	1942	Military Leave, 1985-1990
	1943	Military Teacher Certification Project, 1993-1995
	1944	Miller, D.P., 1986-1987

	1945	Ministers, 1988 Minority Achievement Program
	1946	1988
	1947	1989
	1948	1992
	1949	Minority Cadre, 1994-1995
	1950	Minority Data, 1998
	1951	Minority Information, 1990-1992 Minority Recruitment
	1952-1953	1982-1987
66	1954, 1955	1992-1999
	1956	Minority Women, 1995-1998
	1957	Mission and Goals: Office of Undergraduate Studies, 1988
	1958	Mission Statement, 1993-1998
	1959	Model School Committee, 1989-1991
	1961	Modern Languages, 1995
	1962	<i>Money</i> Ratings, 1997-1998
	1963	Monsanto, 1990-1991
	1964	Morris, Michael, 1993
	1965	Mortar Board, 1995
	1966	Music Class/Fee, 1993
	1967-1969	Names Committee, 1989-1999
	1970	NAASS, 1987-1996
	1971	N.A.F.S.A, 1981-1983
	1972	NASDTEC, 1984-1985
	1973	NASPA, 1994
	1974-1979	NASULGC, 1992-1999
	1980	National Association of Water Institute, 1989 National Drop Out Prevention Center
	1981	1986
	1982	1987, January-August
67	1983, 1984	1987, September - December
	1985, 1986	1988
	1987	1989
	1988, 1989	National Endowment for the Arts, 1991-1994
	1990	National Endowment for the Humanities, 1981-1992
	1991, 1992	National Extension Leadership Development Program, 1991-1992
	1993	National Faculty Exchange, 1983-1984
	1994	National Guard, 1994
	1995	National Guard Armory, 1996
	1996	National Merit and National Achievement, 1995
	1997	National Merit Scholarships, 1999
	1998-2000	National Opera Association, 1996 National Science Foundation
	2001	1983-1986
	2002	1989-1997
	2003	National Student Exchange, 1995-1999

	2004	NCAA Self Study, 1996-1997
	2005	NCATE, 1989-1999
	2006	NCR, 1990-1994
	2007	New Deferred Account with Graduate School, 1994
	2008	New Faculty Meetings, 1987
	2009	New Horizons, 1989
	2010	New Programs: Policies and Procedures, 1995-1998
	2011	New Student Placement Task Force, 1996-1999
	2012, 2013	New Students, 1994-1995
	2014-2017	Newcomen Award, 1982-1991
	2018	Newcomen Society, 1992-1994
68	2019	Niemeyer, Daniel, 1995
	2020	Night Classes, 1986-1991
	2021	Noel/Levitz Retention Management System, 1993-1999
	2022	Non-Resident Students, 1992
	2023, 2024	Non-Traditional Delivery of Off Campus Credit Courses, 1985-1987
	2025	Non-Traditional Students, 1999
	2026	Non-Used Courses, 1997
	2027	North American Society for Sports History, 1986-1987
	2028	Nursing, 1997-1999
	2029	Nursing Accreditation, 1993-1994
	2030-2037	Nursing, College of, 1982-1997
	2038	Nursing-Dean Hipps, 1991
	2039	Nursing Dean's Search, 1986-1987
	2040	NUTN Assessment, 1988
	2041	Occupational Safety and Health Administration (OSHA), 1996
	2042-2045	Off Campus Programs, 1993-1998
	2046	Off Campus Teaching, 1986
	2047	Office of Automation Update, 1985
	2048	Office Hours, 1996-1997
	2049	Office of Teaching Effectiveness, 1998-1999
	2050	Old Stone Church Cemetery, 1993
	2051	Ombudsman, 1993-1997
		One Time Funding
	2052	Academic Affairs, 1994
	2053	Admissions Heintz, 1993
	2054	Agriculture Academic Affairs-Wilkinson, 1993
	2055	Calhoun Honors College
	2056	College of Agriculture
	2057	College of Commerce and Industry-Trapnell, 1993
	2058	College of Education-Gray (Dr. Reel), 1993
	2059	College of Engineering-Keinath (Dr. Reel), 1993
69	2060	College of Forestry and Recreation-Box (Dr. Reel), 1993
	2061	College of Liberal Arts-Waller (Dr. Reel), 1993
	2062	College of Nursing-Hipps (Dr. Reel), 1993
	2063	College of Sciences-Wixson (Dr. Reel), 1993-1994
	2064	DCIT, 1994

2065	Financial Aid-Carmichael, 1993
2066	Institutional Advancement
2067	Library, 1993-1994
2068	Proposals, 1993
2069	Provost-Jennett, 1993
2070	Register-Smith, 1993
2071	Student Affairs-Jacks, 1993
2072	Strategic Plan Implementation Status, 1992
2073	Vice-Provost, 1993-1994
	One Year and Five Year Plans
2074	Agriculture
2075	College of Agricultural Sciences
2076	College of Architecture, 1991
2077	College of Commerce and Industry
2078	College of Education, 1991
2079	College of Engineering
2080	College of Forestry and Recreation Resources, 1991
2081	College of Liberal Arts, 1991
2082	College of Nursing, 1991
2083	Libraries
2084	National Dropout Prevention Center, 1991
2085	Strom Thurmond Institute
2086	Online Courses, 1999
2087	Opening of School Task Force, 1989
2088	Operational Planning, 1992
2089	Optical Imaging, 1996
2090	Optimum Enrollment File, 1992-1994
	Orange Carpet Day
2091	1984-1986
2092, 2093	1987
2094	1992
2095	1995
2096	Organization of Academic Department Heads, 1990
2097-2098	Organization Chart, 1995, 1996
2099	Organization Charts, 1984-1988
2100	Orientation Packet, 1983
2101	Orientation Proposal, 1993
70	2102 OUR Report, 1985-1988 [Office of University Research]
	2103 Out of State Students, 1992-1993
	2104 Outreach, 1995
	2105 Outstanding Faculty-Women of Clemson University, 1985
	2106 Outstanding Research Award, 1993-1994
	2107 Outstanding Students, 1983
	2108 Overseas Program, 1984-1988
	2109 Overseas Studies, 1982
	2110 Overseas Travel, 1986
	2111 Pacific Languages, 1987
	2112 Palmer, 1987

		Palmetto Fellows
	2113	1988-1989
	2114	1991-1998
	2115	1993-1994
	2116	1995
	2117	Palmetto Humanities Program, 1989
	2118, 2119	Parents Day, 1986-1987
	2120, 2121	Parents' Handbook, 1988-1994
	2122-2124	Parking, 1982-1999
	2125	Parks, Recreation, and Tourism, 1989-1997
	2126	Parks, Recreation and Tourism Management, 1993-1994
	2127	Partnership for Academic and Career Education, 1987
	2128	Pass/Fail Option, 1983
	2129	Patent Committee, 1990-1995
	2130	Patrick, John 1991
	2131	Peachtree Institutions, Inc., 1987
	2132, 2133	Pearce Center, 1993-1995
	2134	Peer Institutions, 1995
	2135	Peer Program, 1988
	2136	Penn State-Summer, 1983-1986
	2137	Penn State University, 1986
	2138	Performing Arts Center, 1987
	2139	Performance Arts, 1995-1996
	2140, 2141	Performance Indicators, 1996-1999
	2142, 2143	Performing Arts, 1988-19912
	2144	Permanent Improvement Forecasts, 1983-1984
		Personnel
	2145	1982-1997
	2146	1987
	2147	1995
	2148	Agricultural Sciences, 1988
	2149	Architecture, 1988
	2150	Commerce and Industry, 1987-1988
	2151	Education, 1987
	2152	Engineering, 1987
	2153	Forest and Recreation Resources, 1987
	2154	General, 1987-1988
	2155	Graduate School, 1987
	2156	Liberal Arts, 1987
	2157	Nursing, 1987
	2158	Pay Schedule, 1996-1999
	2159	Policies, 1989-1994
71	2160	Science, 1987-1988
	2161	STI, 1987
	2162	UGS, 1988
		Pew Trust
	2163	1993-1994
	2164	1995



	2165	1996
	2166	Philosophy, 1997-1998
	2167	Pickens County School District and Clemson University, 1987
	2168	Pictorial History-Alan Schaffer, 1985-1987
	2169	Placement Testing, 1996-1997
	2170	Plus-Minus System, 1984-1985
	2171	Police Department, 1985-1986
		Political Science
	2172	1986-1990
	2173	1991
	2174	1993-1994
	2175	Academic Advising, 1982-1984
	2176	Journal of, 1985
		Popular Culture Association
	2177	1986-1999
	2178	1993-1994
	2179	Postbaccalaureate/Graduate Students, 1995
	2180	Post Tenure Review, 1998-1999
	2181	Pre-College Enrichment Summer, 1998-1999
	2182	Prehabilitation Medicine, 1996
	2183	Pre-Law, 1989-1992
	2184	Pre-Law: Summer Travel, 1985-1986
		Pre-Law: Undergraduate
	2185	1982-1984
	2186	1986-1987
		Pre-Medical Education
	2187	1983-1988
	2188	1993-1994
		Preprofessional Health
	2189	1980-1983
	2190	1982-1986
	2191	Pre-Registration, 1990
	2192	Prerequisite Changes, 1992
	2193	Prerequisites/Corequisites Edit Report, 1992
	2194-2196	President Curris, 1995-1999
	2197	President Lennon, 1987-1990
	2198	President Report/Newsletter, 1996
	2199	President, Search for, 1985
		President's Advisory Council
	2200, 2201	1986-1992
72	2202	1993
	2203	1994
	2204	1996
	2205	President's Box, 1988-1991
	2206	President's Club, 1985
	2207-2213	President's Council Minutes, 1981-1987
73	2214	President's Council Organizational Study, 1986-1987

	2215	President's Council Reorganization, 1984
	2216	President's Honor Colloquium, 1981-1983
	2217, 2218	President's List, 1984-1985
	2219	President's Office, 1982-1986
	2220-2221	President Phil Prince, 1993-2001
	2222-2224	President's Report, 1987-1989
	2225	Presidential Interns, 1995-1998
	2226	Presidential Portraits, 1995
	2227	Presidential Search, 1995
	2228	Pre-Veterinary Medicine Committee, 1984
	2229-2230	Pre-Veterinary Medicine Curriculum Committee, 1984-1990
	2231	Prime Time, 1996
	2232	Prince Awards, 1998
	2233	Priorities, 1986
	2234	Privacy Act, 1999
		PROACT [Program of Action for Students on Probation]
	2235	1989-1990
	2236	1991-1992
	2237	1997-1999
	2238	Problems Associated with Opening of School, 1988
	2239	Professional Development, 1988
	2240	Professional Health, 1988
	2241	Professional Sports, 1990
	2242	Professor of the Year, 1989-1992
	2243	Progress Committee, 1994
		Provost
	2244	Advisory Committee, 1997
		Advisory Council Meetings
	2245	1996
	2246	1998, January-July
	2247	1998, August-December
	2248	1998, Centers and Institutions
	2249	1999, January-May
74	2250	1999, June-December
	2252	Annual Report, 1985-1986
	2253, 2254	Charles Jennett, 1993-1995
	2255	Research Awards, 1983-1989
	2256	Search Committee, 1996-1997
		Steffen H. Rogers
	2257	1996-1997
	2258	1998-2000
		Teaching Awards
	2259	1991-1998
	2260	1993-1995
	2261	Correspondence, 1987-1992
	2262	Public Affairs Office (Wade Green), 1988-1998
		Public Relations
	2263	1993-1994

	2264	1996-1999
	2265	Public Service and Agriculture, 1996-1998
	2266	Public Service Commission, 1990-1991
	2267	Public Service Communication, 1993-1994
	2268	Public Speaking, 1985-1987
	2269	Publication Memorabilia (Lucille Watson), 1985
	2270	Publications, 1988-1990
	2271	Quality Indicators, 1994-1995
	2272	Race Relations, 1989
	2273	Ranking Best Colleges, 1989
	2274	Rankings, 1991
	2275	Rare Possessions, 1988-1992
	2276	R.C. Edwards, 1993-1994
	2277	REACH, 1988-1993
	2278	Reading Day, 1992-1995
	2279	Real Estate Concentration, 1983
	2280	Records and Registration, 1993-1994
75	2281	Recruiting, 1990-1991
	2282	Recruiting Expenses, 1989
	2283	Recruiting Students, Faculty, and Staff, 1993-1998
		Redfern Health Clinic
	2284	1986
	2285	1993-1994
		Registrar
	2286	1983-1988
	2287-2289	1992-1999
	2290-2299	Registration, 1990-1999
		Registration Committee
	2300	1990
	2301	1991-1992
	2302	Regulatory Reform, 1992
	2303	Relations to a Larger World, 1986
	2304	Release Information, 1999
	2305	Reliance Electric, 1991-1998
	2306	Remedial Coursework, 1995-1996
76	2307-2317	Reorganization, 1996-1999
	2317	"Report to the People" Dinner, 1989
	2318-2319	Research, 1993-1999
	2320	Research Award, 1987
	2321	Research Ethics Policy, 1989-1998
	2322	Research Foundation, 1987
	2323	Research Officer, 1996
	2324	Residence Halls, 1994-1995
	2325-2326	Residency Law, 1993-1997
77	2327	Residency Law, 1998-1999
	2328	Restoration, 1984

		Retention
	2329	1987
	2330	1988-1989
	2331	1990-1992
	2332	1996-1999
		Retreat
	2333	1990
	2334	1991
	2335	1993
	2336	1994
	2337	Reunion, 1986-1990
	2338	Rhodes Scholarships, 1981-1999
	2339	Rhyne, David, 1991 <b>RESTRICTED ACCESS</b>
	2340	Roses, 1991
		ROTC
	2341	1982-1983
	2342	1991-1998
	2343	Rural Literacy, 1986-1987
		Sabbaticals
	2344	1994
	2345	1996
		SACS [Southern Association of Colleges and Schools]
	2346	1992-1994
	2347	Assessment Plan for UGS, 1998
	2348, 2349	Evaluation and Planning, 1991-1993
	2350	Institutional Assessment, 1990
	2351	Institutional Effectiveness, 1988-1990
	2352	Meeting, 1997-1999
	2353, 2354	Undergraduate, 1991-1995
		Safety
	2355	1982-1983
	2356	1988
	2357	1993-1994
	2358	Salaries, 1985-1999
78	2359	Salaries, 1993-1994
	2360	Sales of Class Notes, 1995
	2361	Salvador, Francis, 1995
		SAT Scores
	2362	1986-1988
	2363	1992-1999
	2364	Savannah Country Day School, 1985
		SCAHCE [South Carolina Association for Higher Continuing Education]
	2365, 2366	Awards, 1985-1987
	2367	Correspondence, 1986-1988
	2368-2369	Scheduling, 1991-2000
	2370	Scheduling Changes, 1993
	2371-2372	Scheduling Policy Committee, 1989-1991
		Scholarship Athletes

	2373	1992
	2374	1993
	2375	Scholarship Funding, 1993
		Scholarships
	2376-2384	1983-1995
79	2385-2391	1996-2000
	2392	Scholarships and Awards, 1991-1994
	2393	Scholarships and Awards Committee, 1988-1989
	2394	Scholarships: Corrine H. Sawyer, 1988
	2395	School Nurse Practitioner, 1985-1988
	2396, 2397	School to Work Act, 1994-1995
	2398	Science Education Undergraduate Studies, 1986
	2399	Science Summer Program, 1983-1990
	2400	Science and Technology Development, 1982-1983
	2401	Science and Technology, Campus Wide Hall of, 1987
	2402	Science Tech and Society, 1984
		Sciences, College of
	2403	1975
	2404-2410	1986-1992
80	2411	Sciences-Dean Wixson, 1992
	2412	Scott-Foresman Company, 1983
	2413	SEACAO, 1990-1996
	2414	Search: VP for Student Affairs, 1986
	2415	Second Baccalaureate Degree, 1983-1984
	2416	Second Century Plan, 1987
	2417	Section Numbers, 1995
	2418, 2419	Security, 1992-1994
	2420	Security on Campus, 1998
		Self-Study
	2421	1981
	2422	1988-1990
	2423, 2324	1990
	2425	1991
	2426	Faculty Survey, 1990
	2427	Service Component, 1995
	2428	Service in Education, 1998
	2429	Service Learning Cooperative, 1997-1999
	2430, 2431	Sexual Harassment at Clemson University, 1994-1998
	2432	Short Semesters, 1993
	2433	Sikes Hall Renovation, 1996-1998
	2434	Simpson Marker, 1977-1988
	2435	Simpson Station Marker, 1987-1989
	2436	Sister State Agreements/Fee Waivers, 1998
	2437	Small Lecture, 1982
	2438	Smith, Edward, 1996-1999
	2439	Smith-Lever, 1986-1989
	2440	Sociology, 1998

	2441	Software Development, 1992
	2442	South Africa, 1996
		South Carolina
		Association of Colleges and Universities
	2443	1983-1985
	2444	1992
	2445	1993-1994
	2446	Association of Women in Higher Education, 1982-1987
	2447	Conservation Districts Foundation Inc., 1988-1991
	2448	Consortium for International Studies, 1982-1985
81	2449	Department of Archives and History, 1989
	2450	Extension Homemakers Council, 1988
	2451	Science and Technology-Hall of Fame, 1982-1983
	2452	South Carolina's Focus Tour: Dr. Reel's Correspondence, 1989-1990
		Southern Association of Colleges and Schools (SAC)
	2453	1984-1987
	2454	1987-1989
	2455	1992-1993
	2456	Southern Regional Educational Board, 1983-1985
	2457	Southern Small Grain Workers Conference, 1987-1989
	2458	Southern University Group, 1998
	2459	Southeastern Chief Academic Officers, 1993-1994
	2460	Southwick, Forrest, 1996
	2461-2463	Space, 1987-1999
	2464	Spain, 1991
	2465	Spartanburg Methodist College, 1987
	2466	Special Education, 1998
		Special Topics
	2467	1990-1992
	2468	1994-1995
	2469	Speech and Communication, 1994-1996
	2470	SPEEDEE, 1998 [Standardization of Postsecondary Education Electronic Data Exchange]
	2471	Spoletto, 1988-1989
	2472	Sponsored Programs, 1992-1995
	2473	Sports, 1996
	2474	Sports Science, 1996
	2475	SPRE, 1993-1994 [State Postsecondary Regulations]
		SREB [Southern Regional Education Board]
	2476	1992
	2477	1996-1999
	2478	State Budgets, 1993-1995
	2479	State Department of Education Curricular Framework, 1991-1992
	2480	State Documents-Depository Act, 1982
	2481	State Legislation, 1994
	2482	State Legislature, 1996-1999
	2483	Statue of Liberty, 1985-1986

- 82     2484-2489     STEP [Scientific and Technology Entrance Program], 1987-1998
- 2490             Stevenson Honors College Scholarships, 1991
- 2491             Stigler, George, 1987-1989
- 2492-2497        Strategic Plan, 1990-1998
- 2498             Strom Thurmond Institute, 1983-1989
- 2499             Strom Thurmond Institute Leadership, 1991-1994
- 2500             Student Academic Dishonesty Committee, 1988
- Student Academic Grievance Committee
- 2501             1981 **RESTRICTED ACCESS**
- 2502             1982 **RESTRICTED ACCESS**
- 2503             1983
- 2504             Student Advisory Groups, 1990
- 83                     Student Affairs
- 2505             1982-1991
- 2506             1996-1998
- 2507             Student Alumni Council, 1982-1986
- 2508             Student Computers/Student Data Base, 1997
- Student Data Base
- 2509             1980-1985
- 2510             1987-1989
- 2511-2514        Student Development, 1984-1994
- 2515             Student Employment, 1995
- 2516             Student Evaluation of Faculty, 1982-1984
- Student Evaluation of Classroom Teaching
- 2517             1983
- 2518             1984-1986
- 2519             1987-1988
- 2520             1987-1989 **RESTRICTED ACCESS**
- 2521             1990-1994
- 2522             1992
- 2523             1995-1997
- 2524             1998-2000
- 2525             Architecture, 1988
- 2526             Commerce and Industry, 1988-1990
- 2527             Dunagin Case, 1988-1989
- 2528             Education, 1988
- 2529             Engineering, 1988
- 2530             Liberal Arts, 1988-1990
- 84     2531             Nursing, 1988
- 2532             Parks, Recreation, and Tourism Management, 1988
- 2533             Sciences, 1988
- 2534             Summary, 1988-1990
- 2535             Student Exchange, 1996-1999
- 2536             Student Faculty Discussion, 1983
- Student Faculty Ratio
- 2537             1983-1986

2538	1990-1991
2539	1994
	Student Government
2540	1982-1994
2541	1991
2542-2543	Student Handbook, 1982-1994
2544	Student Hour Load, 1986
2545-2551	Student Orientation, 1982-1997
2552	Student Records, 1994-1999
2553	Student Recruiting, 1990-1992
2554	Student Retention, 1985
	Student Satisfaction Inventory
2555	1998
2556	1999
2557	AAH, 1999 [Architecture, Arts and Humanities]
2558	Advising, 1999
2559	AFLS, 1999 [Agriculture, Forestry, and Life Sciences]
2560	Executive Summary, 1999
2561	Graduate School, 1999
2562	Institutional Summary, 1999
2563	Instructional Effectiveness, 1999
85	Student Senate Minutes
2564	1983-1985
2565	1990
2566	Student Services, 1994
2567	Students, 1991-1992 <b>RESTRICTED ACCESS</b>
2568	Students: Non-returning, 1994
2569	Students from Uzbekistan, 1993
	Study Abroad
2570-2572	1982-1987
2573-2580	1992-1999
2581	Study Leave Policy, 1991
2582	Suggs, Lewis, 1997
	Summer
2583	1991
2584	1996
2585	1997
2586	1998
2587	2000
2588	Summer Activity Fees, 1992
2589	Summer Bridge Programs, 1992
2590	Summer Conferences, 1998
	Summer Orientation
2591	1988-1989
2592	1993-1994
2593	1995-1999
2594	Summer Program in Science and Technology, 1984
2595	Summer Research Scholars, 1994



	2596	Summer Scholars, 1997-1998 Summer School
	2597	1986-1987
	2598	1988
86	2599	1990-1991
	2600	1993-1994
	2601	1995
	2602, 2603	Summer School Expenditure Reports, 1993-1995
	2604, 2605	Summer Science, 1993-1994
	2606-2609	Summer Science, Engineering, and Architecture Program, 1995-1999
	2610	Summer Science and Engineering Program, 1988
	2611-2612	Summer Science and Engineering Honors Program, 1978-1991
	2613	Summer Session Grade Distribution, 1990
	2614	Summer Session Study, 1990-1999
	2615	Summer Teaching, 1995-1996
	2616	Syllabus, 1992-1999
	2617	Syllabus Subcommittee, 1991
	2618	Teaching Assistants, 1992-1997 Teaching Awards
	2619-2621	1989-1992
87	2622-2624	1992-1995
	2625	Teaching Improvement, 1991-1995
	2626	Teaching Load, 1992-1993
	2627-2631	Teaching Resources Effectiveness Committee, 19981-1994
	2632	TEC Schools, 1989-1997
	2633	Tech Prep Legislation, 1995-1998 Technical College Denmark
	2634	1981-1987
	2635	1990
	2636	Florence-Darlington, 1990
	2637, 2638	Greenville, 1983-1993
	2639	Horry-Georgetown, 1990-1992
	2640	Tri-County, 1976-1986
	2641-2642	Transfer Advisory Committee, 1980-1987
	2643	Technical Schools, 1991-1992
	2644	Technical University of Budapest, 1993
88	2645	Technology Support Program, 1996
	2646	Technology Transfer, 1984 Telecampus Program
	2647	1987
	2648	1991-1996 Telecommunications
	2649	1986
	2650	1993-1994
	2651	Telephone Information, 1984-1986

	2652	Television Courses, 1982-1985
	2653	Ten Hour Elective Requirement, 1985
	2654, 2655	Tenure and Promotion, 1993-1998
	2656	Texas Instruments, 1983
	2657	Textbook Adoptions, 1998
	2658	Textile Centennial, 1998
	2659	Three Day Experience Committee, 1998
	2660	Thurmond Proposal, 1981-1982
	2661	The <i>Tiger</i> , 1981-1986
	2662	The <i>Tiger</i> , Advertisements, 1995-1996
	2663	Tiger Band, 1986-1987
	2664, 2665	Tiger Brotherhood, 1984-2001
	2666	Tillman Hall, 1990
	2667	Time Capsule, 1988-1989
	2668	Tintagel, 1998
	2669	Total Quality Management, 1991
	2670	Tour Guides, 1994
	2671	Town-Gown Commemoration, 1987-1989
		<i>Tradition</i>
	2672	1988-1989
	2673	1996-1999
	2674	Tradition and Vision Artwork, 1988
	2675	Traffic and Parking, 1982-1986
	2676	Transcripts and COW Requirements, 1997
		Transfer
	2677	Anderson College, 1983-1985
		Articulation Tech Colleges
	2678	1984-1992
	2679	1985-1995
	2680	Articulation/USC Transfer, 1987-1988
	2681, 2682	Credits
		1988-1995
89	2683, 2684	1995-1999
	2685	Credit from Technical Schools, 1982-1984
	2686	Equivalency, 1983-1984
	2687	Evaluation, 1987-1989
	2688, 2689	Issues, 1993-1998
	2690	Anderson College, 1986
		Orientation
	2691	1982-1994
	2692	1990-1992
	2693	Procedures, 1981-1986
	2694	Question: Kimberly Cole, 1988
	2695	Spartanburg Methodist College, 1982
	2696	Summer Students, 1998
	2697	Transcript Fees, 1993
	2698	Transient Summer Students, 1993-1994
	2699	Trimester Calendar, 1994

	2700	Trios Program, 1994-1996
	2701	Truman Scholarship, 1990-1992
	2702	Tuition, 1984-1998
	2703	Tuition Waivers-Der Vierjahrige Posten, 1991-1992
	2704	Turner Bookeet, 1997
	2705	Tutoring, 1983-1985
	2706	UG Curriculum Reform MIT, 1986
	2707	Undeclared Majors, 1995 Undergraduate
	2708	Academic Studies, 1991
	2709	Announcements, 1991-1994 Curriculum Committee
	2710	1991
	2711	1996-1999
	2712	Education, 1990-1992
	2713	Education Task Force, 1989
	2714	Experience, 1997
	2715, 2716	Grade Distribution, 1993-1995
90	2717	Grade Distribution, 1996
	2718	Programs, 1987
	2719, 2720	Programs Committee, 1989-1991
	2721	Research, 1991-1992 Studies
	2722	1997-1999
	2723-2726	Annual Report Activities, 1987-1997
	2727	Five Year 1991, 1989-1994
	2728	Personnel, 1993-1995
	2729	United Way, 1982-1984
	2730, 2731	University 101, 1986-1993
	2732	University Advisory Committee, 1986
	2733	University Aircraft, 1982
	2734, 2735	University Announcements, 1993-1999
	2736	University Center Greenville, 1996
	2737	University Club, 1983
	2738	University Guide Association, 1993
	2739, 2740	University Honors Committee, 1984-1985
	2741	University Marketing Group, 1996-1998
	2742, 2743	University of Marshall, 1983-1999
	2744	University of Miami, 1995
	2745	University Newsletter, 1984-1986
	2746	University Press, 1988-1989
	2747	University Press Progressive, 1988
	2748	University Rankings: US News, 1992
	2749	University Relations, 1982-1997
	2750-2951	University Research, 1982-1987
	2752	Office of, 1984-1995
	2753	University Scheduling Committee, 1981-1982

91		University Studies
	2754	1992
	2755	Advising Program, 1993
	2756	University Withdrawals, 1996-1997
		University of South Carolina
	2757	1982-1984
	2758	Spartanburg Educational Programs, 1993
		USA Today's Search for Best Students
	2759	1987-1989
	2760	1995
	2761	US Arms Control, 1989
	2762	Vending, 1991-1998
	2763	Veterinary Medicine, 1975-1987
	2764	Vice Presidents, Deans, Department Heads Correspondence, 1982-1985
	2765-2768	Vice Presidents' Meetings, 1993-1995
	2769	Vickery Center Report, 1999
	2770	Videotex, 1982
	2771	Visiting Master Teacher, 1993-1994
	2772	Visitors Center, 1984-1989
	2773	Vital Issues, 1988
	2774	Vocational Education/Washington Center, 1989
	2775	Voice Response, 1994-1999
	2776	Voter Registration, 1999
92	2777	Washington Centennial, 1988-1989
	2778	Washington Internship, 1991
	2779	Wedderburn, Laurie M., 1985
	2780	Welsh All Male Chorus, 1990
	2781	West Publishing, 1988-1989
	2782	Westat Reports, 1986-1993
	2783	Whitehouse Fellowships, 1986-1989
	2784	Wilton Park Conference, 1988-1992
	2785	Withdrawal from Class Policy, 1979-1984
		Withdrawals
	2786	1988-1999
	2787	from University, 1982-1985
	2788	Woodrow Wilson National Fellowship, 1982-1984
	2789	Workload Analysis, 1990-1995
		Writing
	2790	Across the Curriculum, 1985-1989
	2791	Symposium, 1985
	2792	Y2K Compliance, 1998
	2793, 2794	Young, T. Benton, 1988-1989

## Sub-Series II. Commission on Higher Education

Box	Folder	Folder Title
-----	--------	--------------

93	1-10	Academic Affairs, Committee of, 1990-1993, February
94	11-23	Academic Affairs, Committee of, 1993 April- 1995, June
95	24-29	Academic Affairs, Committee of, 1995, August- 1996, Summer
	30	Academic Assessment, 1994
	31	Academic Common Market, 1994
	32	Academic Program Study, 1993
		Access and Equity
	33	Approach Meeting, January 27, 1989
	34	1992-1995
	35	Accreditation: Architecture, 1992
	36-39	Admissions
	36	1994
	37	1996
	38	Report, 1992
	39	Standards, 1993
	40	Advance Materials and Manufacturing Research, 1994
	41	AP Credit, 1996
	42	AP Policy, 1993
	43	Advanced Placement, 1992-1993
	44-47	ACAP [Advisory Committee on Academic Programs]
	44	1990
	45-47	1991
	48, 49	1992
96	1	1992, November
	2-5	1993
	6-10	1994
	11, 12	1995
97	1-3	1995
	4-7	1996
	8	1997, January
	9	Access and Equity Programs, 1992
	10	Accounting and Faculty Data Sheets, 1987
	11	AC [Advisory Committee] Information Resources, 1994
	12	Advisory Council on Planning, December 1, 1993
	13	Agenda, Fall Meeting, 1996
	14	Agricultural Economics, 1987-1988
	15	Agricultural Economics and Rural Sociology, 1987-1988
	16	Agricultural Engineering Faculty Data, 1986-1987
	17	Agricultural Engineering, 1987-1988
98	1	Agricultural Mechanization and Business, 1987-1988
	2	Agriculture, Masters of, 1987-1988
	3	Agronomy-Bachelor, 1987-1988
	4	Agronomy-Doctoral, 1987-1988

	5	Agronomy-Masters, 1987-1988
	6	Agronomy/Horticulture, 1981-1982
	7	Allocation, 1995
	8	Animal and Food Industries, Master of Sciences, 1987-1988
99	1	Animal Industries, Bachelor of Sciences, 1987-1988
	2	Animal Physiology, Doctor of Physiology, 1987-1988
	3	Annual Report, 1993
	4	Anthropology, Psychology, and Sociology Programs Review, 1991
	5	Applied Economics Doctorial, 1987-1988
	6	Approved Programs, November 3, 1994
	7	Architecture, 1991
	8	Articulation, 1996
	9	Athletics, 1989-1990
		Bill
	10	GJK/22334SD.96, 1996
	11	H3947/H.4072, 1995
	12	Biochemistry-Bachelors, 1987-1988
	13	Biochemistry-Doctoral, 1987-1988
	14	Biochemistry-Masters, 1987-1988
	15	Biochemistry Recommendations, 1990
	16	Bioengineering, 1987
100	1-3	Biological Sciences
	1	1985-1988
	2	1990-1991
	3	Bachelors, 1987-1988
	4	Biomedical Research Institute, 1996
	5-6	Budget
	5	1993
	6	1996-1997
	7	Business Administration in Europe, 1981
	8	Business Administration Programs, 1989
	9	Center of Economic Education, 1983
	10	Center for Engineering Ceramic Manufacturing, 1986-1987
	11	Center for Public Health, etc., 1980
	12	Center for Public Health Proposal, 1980
	13	Centers, 1992
	14-16	Centers of Excellence
	14	1990-1992
	15	1994
	16	1997-1998
	17	Ceramic Engineering, 1986-1987
	18	Chemical Engineering, 1987
	19	CHEMIS [CHE Management Information System], 1993
		Chemistry
	20	Bachelor's Degree, 1987-1988
	21	Doctoral Degree, 1987-1988

- 101 1 Faculty Data Sheets, 1987  
 2 Chemistry, Master Degree, 1987-1988  
 3 Civil Engineering, 1987  
 4 Civil Engineering Faculty Data Sheets, 1986  
 5 Classroom Usage, 1996  
 6 Clemson Environmental Research Center, 1984  
 Commission meetings  
 7 1980, March  
 8-12 1993  
 13 1994  
 14 1995 [agenda]  
 15 1996, July
- 102 1 Commission, October 23, 1996  
 2 Commission Approval of Programs, March, 1994  
 3 Committees, 1994  
 4 Competitive Grants to Improve Undergraduate Education, 1989  
 5 Computer Assisted Instruction, 1988  
 6 Computer Information Systems, 1987  
 7 Computer Science Accreditation, 1992  
 8 Computer Science, 1990  
 9 Computer and Information Sciences Consultants, 1986-1987  
 10 Concept Letters, 1996  
 11 Coston, D.C., 1993  
 12 Construction industry Cooperative Alliance, 1991  
 13 Construction Science Management, 1995  
 Consultants  
 14 1987  
 15 1991  
 1992  
 16 Agriculture, 1989  
 17 Health Sciences, 1990  
 18 Life Sciences, 1988  
 19 Programs in Parks and Recreation, 1986  
 20 Sciences & Agribusiness, Ag Production, Renewable Natural . . .1988  
 21 Visit, 1992  
 22 Consultation on Libraries, 1992-1993
- 103 1 Consultation Program, 1991-1992  
 Continuing Education Units [CEU]  
 2 1981-1986, Annual Reports  
 3 1987, Annual Report  
 4 1988, Semi-Annual Report [January-June]  
 5 1988, Semi-Annual Report [July-December]  
 6 1990 (5% Sample)  
 7-8 1990, Summary Report [January-June]  
 9 Cooperative Demonstration Program in Critical Foreign Language, 1987  
 10 Cost Analysis, 1992

	11	Cost Model, 1993
	12	Courses for Admission, 1992
	13	Credit Hour Limits, 1995
	14	Credit Hours to Degree, 1996
	15	Curriculum, 1995
	16	Cutting Edge Professorship, 1996
	17	Dairy Science, 1994
	18-19	Degree Productivity, 1993-1994
	20	Degree Productivity Standards, Proposed, 1991
	21	Developmental Education Plan, 1988-1989
	22-23	Distance Learning, 1989-1995
	24	Dropout Center (Reauthorization), 1990
	25	Early Intervention Tri-Star Program, 1989
	26-27	Economic Biology, 1987-1988
104		Economics
	1	1990
	2	Bachelors, 1988
	3	Masters, 1988
	4	Faculty Data Sheets, 1987
	5	Education Accreditation, 1992
	6	Education Commission of the States Project, 1994
		Education for Economic Security Act-Grant
	7	1985
	8	1988-1989
	9	Education, Masters of, 1993
	10	Education Policy Committee, 1991-1992
	11-12	Education Review, 1985-1988
	13	Education: Special Education, BA, 1988-1990
	14	EESA [Mathematics], 1987 [Education for Economic Security Act]
		Eisenhower
	15-17	Grants
	15	1991
	16	1993
	17	1994
	18	Proposals, 1992-1993
	19	Electrical and Computer Engineering, 1987
105	1-2	Electrical and Computer Engineering, 1987
		Endowed Professorship
	3	1992, in Education
	4	1993, Teacher Education
	5	1996
		Engineering
	6	Analysis
	7	Mechanics, 1987
	8	Review, General
	9	Technology, and, 1992
	10	Engineering Technologies and Correspondence, 1987



		English
	11	1984-1986
	12	B.A., 1991-1992
	13	Department, 1993
	14	Fluency Act, 1992-1994
	15	M.A., 1991
	16	Review, 1992
	17	Review-Faculty Data, 1992
	18	Environmental Toxicology, 1996
	19	Entomology, Doctoral, 1987
106	1	Entomology, Master's, 1987
	2	Entomology Program Review, 1996
	3	Entrance Requirements, 1992-1993
	4	Environmental Sciences, 1986-1990
	5	Environmental Sciences Committee, 1986-1988
	6	Environmental Systems Engineering, 1986
	7	Exercise Science, 1996
	8	Facilities, 1994
	9	Faculty Salary Study, 1993
	10-11	Faculty Workload, 1992-1993
	12	Fall Admissions Reports, 1993
	13	Fall Enrollments, 1994
	14	Finance, Faculty Data Sheets, 1987
	15	Food Science Bachelors, 1987
	16	Food Technology, 1987
	17	Food Technology, Doctoral, 1986
	18-20	Foreign Language
	18	1983
	19	1991
	20	1992
	21	Forest Management, Bachelor's, 1987
	22	Forest Products, 1993
	23	Forestry Accreditation, 1992
	24	Forestry, Doctoral, 1987
	25	Forestry, Master's, 1987
107	1-5	Formula, 1992-1995
	6	Formula Groups, 1992
	7	Formula Peer Groups, 1992
	8	Freshman Report, 1993
	9	Funding, 1993
	10	General, 1993
	11, 12	General Education, 1995
	13	Geology, Bachelors, 1987
	14	Geology Consultation, 1996
	15	Geology, Master's, 1988
	16	Gerontology Institute, 1983-1986
	17	Gifted and Talented Proposal, 1996

	18	Golf Degree Management Program, 1993
	19	Governor's Teaching Scholarship Loan Program, 1990
	20	Graduate Information Programs, 1980
	21	Graduation Rates, 1993
	22	Grand Strand Consortium, 1996
	23	Graphics Communication, 1981-1985
	24	Greenville, 1993
	25	Greenville Tech, 1992
	26	Health and Health-Related Programs, 1985
	27	Health Proposal, 1990-1992
	28	Health Sciences Program Consultation, 1996
	29	Health and Technology Funding, 1994
	30	Higher Education Competitive Grants Program, 1985-1986
	31	Higher Education Control, 1993
108	1-2	Higher Education Study
	1	1985-1986
	2	1995
	3-5	Historic Preservation, 1992-1996
	6	Historic Preservation, Bachelor's, 1990
	7	History, 1990-1991
	8	History Consultants, 1990
	9	History/Geography Ethnic Studies/General Social Science, 1983-1990
	10	History Program Review, 1992
	11	Home Economics, 1990
	12	Horry, Georgetown RN Program, 1990-1991
	13	Horticulture, 1988
	14	Horticulture, Bachelor's, 1987
	15	Horticulture, Maser's, 1987
	16	Horticulture Proposed Program, 1992
	17	Hospitality and Resort Management Proposal, 1987
	18	Human Resources Development, 1990
	19	Industrial Biology Option, 1983-1987
109	1-2	Industrial Engineering
	1	1982-1983
	2	1986-1987
	3	Industrial Management, Doctoral, 1988
	4	Industrial Psychology, Doctoral, 1992
	5	Initiatives, 1991-1992
	6	Institute for Recreation, Travel, and Tourism, 1989
	7	Institutes, 1992
	8-11	Institutional Effectiveness
	8	1988-1989
	9	1992
	10	1994
	11	1995
	12	Institutional Research Advisory Committee, April 15, 1993
	13	Inventory, 1989

- 14 Inventory of Degree Program, 1990-1994
- 15 Japanese Institute for High School Students, 1987
- 16 Landscape Architecture, 1985-1987
- 17-18 Language and International Trade (LIT) Program
- 17 1986-1989
- 18 1987-1988
- 19 Letters of Intent, 1991-1993
  
- 110 1 Letters of Intent, 1995
- 2 Library, 1991-1992
- 3 Library Information, 1986-1987
- 4 Life Sciences, 1988
- 5 Life Sciences, Bachelor's, 1987
- 6 Life Sciences Consultants, 1996
- 7 Life Sciences, Doctoral, 1987
- 8 Life Sciences, Graduate Degree Program, 1981
- 9 Life Sciences, Master's, 1987
- 10 Management, Doctoral, 1988
- 11 Management Faculty Data Sheets, 1987
  
- 111 1 Marketing, B.S., Proposal, 1986
- 2 Marketing Faculty Data Sheets, 1987
- 3 Mathematics Curriculum Framework, 1993
- 4 Mechanical Engineering, 1987
- 5 Mechanical Engineering, Faculty Data Sheets, 1986
- 6-7 Medical Technology
- 6 1989
- 7 1996
- 8 Microbiology, Bachelor's, 1987
- 9-10 Microbiology, Doctorate
- 9 1981
- 10 1987
- 11 Microbiology Program, 1987
- 12 Midlands Tech, 1995
  
- 112 1 Minimum Admissions Standards, 1990-1992
- 2 Minority Recruiting, 1995
- 3 Minority Recruitment Responses, 1989
- 4 Minority Retention Grant, 1987
- 5 Miscellaneous, 1989-1991
- 6 Mission: Clemson, 1979-1989
- 7 Missions Programs, 1980
- 8 Model School, 1989
- 9 Name Changes, Degree Programs, 1991
- 10 National Association of Schools of Art and Design (NASAD), 1985-1986
- 11 National Dropout Report, 1991
- 12 National Guard, 1994
- 13 Need Based Grant Program, 1995
- 14 New Programs, Policies and Procedures, 1987

	15	New Programs, Policies and Procedures, 1994
	16	New Programs, Policy, 1980
	17	New Programs, Proposal Means, 1993
	18	New Programs, Speech, 1990
		Nursing
	19	1989-1990
	20	1989, Faculty Data Sheets
	21	1996
	22	Accreditation, 1993
	23	Consultation, 1985
	24	Inquiry, 1994
	25	Report, 1990-1991
		Nutrition
	26	Doctoral, 1987
	27	Master's, 1987
113	1	Nutrition Program Study, 1990
	2	Off Campus Report, 1985
	3	Organization Structure, 1993
	4, 5	Outcomes Assessments, 1985, 1988
	6	Outcomes Assessments, Education, 1985
	7	Outcomes Assessments, Nursing, 1985
	8	Packaging Science, Bachelors, 1987-1988
	9	Packaging Science Proposal, 1985-1986
	10	Palmetto Fellows, 1991-1996
	11-14	Parks, Recreation, and Tourism Management (PRTM)
	11	1989-1990
	12	1990
	13	Faculty Data, 1989
	14	Tourism Institute, 1984-1985
	15-19	Performance Funding, 1996-1997
114		Performance Funding
	1, 2	1997, Reports 6 and 9
	3-5	Benchmarks, 1997
	6	Indicators, 1996-1997
	7	Performance Indicators, 1996
		Performing Arts
	8	1992
	9	Bachelor of Arts Proposal, 1994
	10	Bachelor Program, 1993
	11	Degree, 1996
	12	Philosophy, Bachelor's, 1986-1987
	13	Philosophy and Religious Studies, 1991-1992
		Physical Sciences
	14	1988
	15	Consultants, 1996
		Physics
	16	Bachelor's, 1987

	17	Doctoral, 1987-1988
115	1	Master's, 1987
	2-6	Planning
	2	1990
	3	1992
	4	1993-1994
	5	1995-1996
	6	1996
	7	Planning and Assessment Committee, December, 1992
	8	Planning and Assessment Management, March 15, 1993
	9	Planning Project, 1988
	10	Plant Physiology, Doctoral, 1987
	11	Plant Pathology, 1988-1991
	12-15	Political Science
	12	1984
	13	1991
	14	1991-1992
	15	Bachelor's, 1990-1991
	16	Political Science and International Studies Review, 1991-1992
	17	President's Council, 1994
	18	Problem Solving in Elementary, Middle, and High Schools, 1989
116	1	Professional Examination Results, 1995-1998
	2-5	Professor of the Year
	2	1988
	3	1990
	4	1992-1993
	5	1994-1996
	6	Professorship, 1995
	7	Program Consultation, 1993
	8	Program Evaluation, 1991-1993
	9	Program Overlap, 1994
	10	Program Projection Analysis, 1994
	11	Program Quality Enhancement, 1983
		Program Review
	12	Cycle, 1995
	13	English, 1994
	14	Guidelines, 1995
	15	Physics, 1996
	16	Report, 1994
	17	Program Reviews, 1991-1992
		Proposed Programs
	18	Human Resources Department, October, 1990
	19	Material Science and Engineering, October, 1996
	20	Ph. D. in Curriculum and Instruction, October, 1990
		Psychology
	21	1990

22	Bachelor's, 1996
23	Bachelor and Master, 1990
24	Doctoral, 1992
25	Master's, 1987
26	Program Proposal, 1996
27	Psychology and Sociology, 1985
117	Psychology, Sociology, and Anthropology
1	1985
2	Programs Review, 1985
3	Public Administration, 1988
4	Quality Improvement Initiative FY (Computer Program), 1984
5	Quality Indicators, 1996
6	Quality Initiatives, 1994
7	Rapid Certification for Minorities Career in Science and Math, 1989
8	Rare Books, 1988
9	Regional Math and Science Education Center, 1992
10	Regulations, 1992
11	Religious Studies, 1986-1987
12	Remedial Education, 1995
13	Reorganization of Higher Education, 1996
14	Report for the Commission's Majors' Corporation of the Institutional Effectiveness Program and the Program Evaluation Cycle, 1996-1997
15	Report Summer Session, 1985
16	Reporting, 1993
17	Research University, 1993
18	Restructuring, 1994
19	Request, Agriculture, 1993
20	Request for Faculty Forest Products, 1996
21	RFP for Center for Advancement of Teaching and School Leadership, 1995
22	Salaries, 1991-1992
23	SAT Scores, 1991, 1993
24	Scholarship, 1995
25	Science and Mathematics Transfer Task Force, 1995
26	Science Teaching, 1992
27	Secretary of Education Regulations, 1994
28	Senate Bill 313, 1992
29	Seven Year Cycle, 1991
30	Site Visits, 1995
	Sociology
31	1990
32	Bachelor's, 1996
33	Space, FTE per Student, 1993
34	Speech and Communications Studies, 1992-1993
35	Speech and Performing Arts, 1986
36	Sports Science, 1996
37	Standing Committee Appointments, 1994
38	State Government, 1996
39	State Plan Initiative #1, 1993

	40	State Postsecondary Review Entity (SPRE) Proposed Regulations, 1993-1994
	41	State Postsecondary Review Program, 1994-1995
118	1-2	Statewide Planning
	1	1994
	2	1995
	3	Statewide Technology Plan, 1994
	4	Step 12, 1996
	5	Stille Request, 1995
	6	Strom Thurmond Institute, 1990-1991
	7	Student Facility Ratio, 1994
	8	Student Facility Ratio Report, 1994
	9	Student Need Based Grants, 1994
	10	Student Opinion Poll, 1994
	11	Students Accepted at Clemson University but canceled, Fall, 1994
	12	Study Task Force, 1996
	13	Survey of Development Education, 1988
	14	Survey Prerequisite Courses, 1993
	15-16	Teacher Education
	15	1985-1986
	16	1990
	17	Programs, 1990
	18	Teacher Improvement Grants, 1984-1985
	19	Teacher Loan Program, 1984
	20-21	Tech Prep, 1992-1993
	22	Tele-Campus Fall, 1993
	23	Television Courses, 1991-1992
		Textile Chemistry
	24	1987
	25	Master's, 1987
	26	Textile Management, 1982-1989
119	1	Textile and Polymer Science Doctoral program, 1987
		Textile Science
	2	Bachelor's, 1987
	3	Master's, 1987
	4	Program Reviews, 1987-1988
	5-7	Transfer Articulation
	5	1991-1992
	6	1995
	7	1995
	8	Report, 1992
	9	Transfer Credit, 1996
	10	Transferable Courses, 1992
	11	Travel of Tourism, 1981
	12	Tri-Star, 1989
	13	Two-Year Programs, 1987
120	1	University Center Proposal, 1986

2	USC-A Engineering, 1989-1991
3	Veterinary Sciences, 1994
4	Visual and Performing Arts, 1984-1987
5	Visual and Performing Arts Curriculum framework, 1992
6	Visual Studies, Bachelor of Fine Arts, 1987
7	Wildlife Biology, Master's, 1987
8	Wood Utilization, Bachelor's, 1987
9-10	Youth Development Degree Program
9	1989
10	1990
11-12	Zoology
11	Doctoral, 1987
12	Master's, 1987

### Sub-Series III. Undergraduate Council/Commission on Undergraduate Studies

Box	Folder	Folder Title
		<b>Minutes of meetings</b>
120	1-7	1974 - 1979
121	1-13	1980, January – December
122	1-15	1981, January – 1981, October [course forms]
123	1-16	1981, November – 1982, October
124	1-8	1982, October – 1982, November
125	1-24	1982, November – 1985, March
126	1-9	1985, October – 1986, April
127	1-10	1986, May - October
128	1-9	1986, November – 1987, March
129	1-11	1987, March - October
130	1-12	1987, November – 1988, April
131	1-12	1988, April – 1989, Marc
132	1-15	1989, March - November
133	1-17	1989, November – 1991, February
134	1-13	1991, March - October
135	1-10	1991, October – 1992, February
136	1-14	1992, February – 1992, November
137	1-13	1992, November – 1993 April
138	1-12	1993, April – November
139	1-10	1993, December – 1994, April
140	1-13	1994, April – 1995, February
141	1-13	1995, March – October
142	1-12	1995, November - December
143	1-12	1995, December – 1996, April
144	1-10	1996, April – November
145	1-10	1996, November – 1997, April
146	1-11	1997, April – 1998, February
147	1-7	1998, February – October
148	1-6	1998, November – December



**Sub-Series IV. Presidential Inaugurations and investitures**

<b>Box</b>	<b>Folder</b>	<b>Folder Title</b>
149	1	[Barker] Inauguration, 1999
	2-7	Bill Lee Atchley
	2	Atchley Investiture, 1979-1980
	3	Emeriti President's Correspondence, 1986
	4	Inauguration, 1980
	5	Printed Matter, 1980
	6	Speeches, 1980
	7	Thank You Inauguration, 1980
	8-33	Constantine W. Curris
	8	Inauguration, 1995
		Investiture
	9	1995
	10	Act of Acceptance, 1989, 1995
	11	Correspondence, 1995
		Invitees
	12	Alumni, 1995
	13	Budget and Control Board, 1995
	14	Clemson City Officials, 1995
	15	Clemson University Foundation, 1995
	16	Committee on Higher Education (CHE) and State Officials, 1995
	17	Deans and University Officials, 1995
	18	IPTAY, 1995
	19	South Carolina House of Representatives, 1995
	20	South Carolina Senators and Lieutenant Governor, 1995
	21	Luncheon, 1995
22	News Releases, 1995	
23	Printed Matter, 1995	
24	Procession, 1995	
25	Recessional, 1995	
150	26	Slides, 1995
	27	Speeches, 1995
	28	Stage Party, 1995
	29	Thank Yous [Sample], 1995
		Media
	30-33	Investiture of Constantine Curris, Photographs, 1995
		Video Tape, "The Investiture of Constantine W. Curris as Thirteenth President of Clemson University," 52:05
151	34-57	A. Max Lennon
	34	Board of Trustees Inauguration Correspondence, 1986
	35	Colleges, Initial Correspondence [Sample], 1986
	36	Committee Minutes, 1986
	37	Deans (Clemson), 1986
	38	Expenses, 1986

39	Faculty/Staff, 1986
40	Inauguration, 1986
41	Instructions, 1986
42	Lennon Family Correspondence, 1986
43	Mailing Lists, 1986
44	Maps, 1986
45	Marshalls, 1986
46	Out-Door Stage Party, 1986
47	Photographs, 1986
48	Police Department, 1986
49	Printed Matter, 1986
50	Regrets-No Listing, 1986
51	Script, 1986
52	Societies-Initial Correspondence, 23 May 1986
53	Society Correspondence, 1986
54	Stage Party Seating Chart, 1986
55	Thank Yous Received, 1986-1987
56	Thank Yous Sent, 1986
57	University Representatives-Appointment Correspondence, 1986

### Sub-Series V. Undergraduate Academic Services

Box	Folder	Folder Title
152	1	Academic Council, 1992-1993
	2	Academic Grievances Process Committee, 1995-1996
	3	Admissions and Continuing Enrollment Committee, 1992-1993
		Advanced Placement
	4	1989-1993
	5	1991
	6	ETS, 1993-1994
	7	General, 1990
	8	Grades and Information, 1988
	9	Institutes, 1990
	10	Workshops, 1990
	11	Advanced Standing Scholarship Committee, 1990
	12	Advising and Committee, 1992-1993
	13-16	Advising and Retention Committee
	13	1990-1995
	14	1991-1992
	15	1993-1994
	16	1994-1995
	17	Agricultural Sciences-Dean Williamson, 1992
153	18	AIDS, 1995-1996
	19	AIDS Education Committee, 1994
	20	AIDS Task Force, 1991-1993
	21	Alumni Survey, 1992
	22	<i>Apropos</i> , 1989-1993

	23	Architecture-Dean Barker, 1991-1992
	24	Assessment Committee, 1990
	25	Attendance Day, 1993
	26	Audio Visual Committee, (ad hoc), 1989-1990
	27	Black Student Retention, 1988-1991
	28	Board of Visitors, 1992
	29	Budget, STEP, 1989-1993
	30	Commerce and Industry-Dean Amacher, 1992
	31	Chernoff Silver and Associates, 1991
	32	Class Availability, 1994
	33	Clemson Bikeways Committee, 1991-1994
	34	Clemson Club Recruiting Talk, George Carter, 1995-1996
	35	Clemson Scholars, 1991-1992
	36	Cockrell (file), 1993
	37	Cultural Diversity, 1990
	38	Discontinuity Subcommittee, 1986-1988
	39	Drug Education, 1991
	40	Educational Future Steering Committee, 1996
	41	Freshman Year Experiences, 1995
	42	For Your Information/1st Year Center, 1991
	43-44	General Correspondence
	43	1989-1993
	44	1994-1995
	45	Greenville Technical, 1992
154	46	Institutional Task Force, 1994
	47	Internship, 1991
	48-49	Jerome V. Reel, Jr.,
	48	1993
	49	1993
	50	Mandatory Health Fee, 1994
	51	Master Plan, 1992-1993
	52-53	Maymester
	52	1995
	53	1996
	54	Michael Heintze, 1989
	55	Midlands Technical College, 1990
	56	Mid-Year Check, 1993
	57	MTHSC 105, 1993 [Algebra and Trigonometry]
	58-59	National Conference on Student Retention
	58	1991
	59	1992
	60	New Faculty Orientation, 1994-1996
	61	Next STEP Committee, 1994
	62	Noel/Levitz, 1990-1993
	63-67	Orientation
	63	1991-1992
	64	1993-1994
	65	1995

	66	1996
	67	1997-1999
	68	Freshman and Transfer, 1995
	69	Registration, 1993-1994
155	70	Oversubscribed Courses, 1997
	71	President Curris, 1996
	72-73	PROACT [Program of Action for Students on Probation]
	72	1991-1993
	73	1993-1994
	74	Reading/Dead day, 1993
	75	Refund, 1993-1994
	76	Reliance Trust, 1991
	77-78	Retention
	77	1993
	78	1993-1994
	79	Returning Students, 1989-1990
	80	Ruffalo, Cody & Associates, 1994
	81	Scholarship, 1993-1994
	82	Service Learning, 1995
	83	Staff Retreat, 1993-1994
	84	Strategic Plan (College of Agricultural Sciences), 1992-1993
	85	Student Concerns, 1992
	86	Student Evaluation of Classroom Teaching, 1994
	87	Summer Orientation Advisors, 1993-1994
	88	Teaching Awards, 1991-1994
	89	Teaching Resources and Effectiveness Committee, 1994
	90	Tutors, Reliance Electric Proposal, 1991
	91-94	Undergraduate Curriculum Committee
	91	1992
	92	1993
	93	1994
	94	1995
	95	University Studies, 1992-1994
	96	Westinghouse, 1992-1993

## Sub-Series VI. Separated material

### A. Publications

#### 1. From Subseries I. Administrative

Box	Folder	Folder Title
156	1	Academic Special Projects, 1990
	2	Admissions ephemera, [1998]
	3	Admissions Marketing and Recruitment Plan, 1997-1998
	4	Admissions Report, 1993-1997
	5	Admissions Report to Board of Trustees, 1998
	6	Advanced Placement, 1989-1992
	7	Alliance 2020, [1995]
	8	Alumni Admissions Guide, 1997-1998

	9	Atchley Inauguration Final Report, 1980
	10	Athletics, 1995
	11	Audio Visuals Report, 1989
	12	Audit of Records and Registration, 1996
	13	Benchmarks, 1996
	14	Board and Visitors Student Recruitment Initiatives, 1996
	15	Calhoun College, 1982-1990
	16-21	Centennial
	16	Brochures, Flyers, printed matter, 1988-1989
	17	Calendar, 1989
	18	Postmark, 1987
	19	Publications Committee, 1985-1989
	20	Publicity, 1987-1989
	21	Report to the People, 1989
157	22	Clemson Career Workshops, 1980s
	23	Coca-Cola Clemson Scholars Program 1989-1995, 1996
	24	Columbus, 1992
	25	Commission on Higher Education, Title, 1988
	26	Constitutional Bicentennial, 1987
	27	Cooperative Education, 1988-1995
	28	Course Guidelines for Environmental Science, 1989
	29	Diversity Scholarship Proposal, 1995
	30	Faculty Advisors Guide, 1993-1997
	31	Football and Basketball Graduation Rates, 1993
	32	Freshman and Transfer Admission Report, 1993
	33	Freshman Projections, 1996
	34	Grading, 1983-1984
	35	Graduation Rates, 1993
	36	Honors Program, 1989-1997
	37	Honors and Awards Day, 1983-1997
158	38	Institutional Effectiveness Committee Report, 1990
	39	International Programs, 1990
	40	Junior Scholars, undated
	41	Kellogg, 1988-1999
	42	Math Excellence Workshop, 1990
	43, 44	North American Association of Summer Sessions Directory, 1994,
1999		
1999	45	National Assoc. of State Universities and Land-Grant Colleges, 1987-
	46	Perspectives '96, Teaching and Learning at Clemson University, 1996
	47	Promoting Diversity, 1997
	48	Registration Institutions
	49	Registration Study Committee, 1991
	50	Review of Non-resident Recruitment Activities, 1996
	51	Schedule of Classes, 1983-1996 [selected years]
159	52-54	Southern Association of Colleges and Schools (SACS)

52	Criteria for Accreditation Proposed Revisions, 1994
53	Polices, Procedures and Guidelines, 1994
54	Reaffirmation Report, 1991
55	South Carolina Assoc. for Higher Continuing Education, 1984-1985
56	South Carolina's Top Students, 1996
57, 58	Summer Orientation, 1971-1997
59	Summer Scholars, 1996
60	Tele-campus, [undated]
61	Transfer Equivalency List, 1998-1999
62	Undergraduate Studies Accomplishments, 1998
63	Wilton Park, 1994

## 2. From Subseries II. Commission on Higher Education (CHE)

Box	Folder	Folder Title
159	1	Community Relations Strategic Plan, 1993
	2	Cutting Edge, Education Initiatives, 1987
	3	Data Bases on Older Populations, 1987
	4	Deficiencies cited in Reaffirmation of Accreditation, 1992
	5	Health Science Self Study, 1996
160	6	Higher Education in South Carolina, an agenda for the future, 1986
	7-9	Institutional Effectiveness, 1991-1994
	10	Institutional Effectiveness Guidelines, 1989
	11	Institutional Internships, 1984
	12	Inventory of Academic Degree Programs, 1989
	13	New Programs, Policies, and Procedures, 1994
	14	R & T Spotlight Newsletter, 1989
	15	Review of Computer Science Programs, 1987
	16	Review of English, Comparative Literature and Linguistics, 1985
	17	Review of Life Science Degree Programs, 1988
	18	Sociology, 1984
	19	South Carolina Visual and Performing Arts Framework, 1992

## B. Photographs

Box	Folder	Title	
160	1	AUSS [Association of University Summer Sessions] Group photos 8" x 10", c. 1985 8" x 10". c. 1986 5" x 7", c. 1987 6.5" x 10", c. 1987 5" x 7", c. 1988 5" x 7", c. 1989 8" x 10", 1989 (2) 5" x 7", 1990	
		2	Clemson University Board of Trustees

- Meeting , 8" x 10", undated (6)
- Outside group portrait, 8" x 10", undated (3)
- Outside socializing, 8" x 10", undated
- 3 Calhoun Honors College
  - Group portrait, 8" x 10", undated
  - Speaker at dinner, 5" x 7", undated
- 4 Centennial
  - Beverly Sills, 5" x 7", 1988
  - Sills lecture, slides, 1988 (7)
  - Reception for Sills, 8" x 10", undated
  - Flag raising, 5" x 7", 1988 (6)
  - Marion County flag raising, 5" x 7", c. 1988 (12)
  - "True West" Portrait, 8" x 10", c. 1988
- 5 Thomas G. Clemson induction into South Carolina Hall of Fame
  - Signing nomination form of Thomas G. Clemson, 5" x 7", undated
- (4) 6 Advanced Placement Summer Institute
  - Participants with President Lennon, 5" x 7", 1989

### C. Audio recordings

Box 160

1. Reaching Resources Effectiveness Committee meeting, April 22, 1988, cassette 26 minutes
2. South Carolina Commission on Higher Education dinner, 4 October 1989, 9 minutes [features the Four-thirty Singers]
3. South Carolina Commission on Higher Education meeting, October 5, 1989, 26 minutes

### D. Oversize

1. Academic Common Market, The, Flyers
2. Alpha Phi Omega, National Service Fraternity, Flyer
3. Centennial-Awards in Recognition, 1988
4. Centennial-Concert Flyers
5. Centennial-Flag Raising, 1988
6. Centennial-Materials, 1988-1989
7. Centennial-Newspapers
  - a. *Anderson Independent-Mail*, 6 April 1988 (2 copies)
  - b. *The Messenger*, 20 April 1988 (2 copies)
  - c. *The Progressive South Magazine*, March 1989 (1 copy)
8. "Environmental Protection: A Program for all Americans", Flyer, 5 April 1982
9. Experimental Forest, Long-Range Plans for the, Flyer
10. Fellowship Information, Major, Flyers, 1986 & 1992
11. President's Honors Colloquium, The, Flyers, School Year, 1981-1982
12. Summer Orientation, ephemera, 1990s

## Index Terms

### Subjects

Clemson University—Accreditation  
Clemson University—Administration—History  
Clemson University—Admission  
Clemson University—Centennial celebrations, etc.  
Clemson University—Curricula  
Clemson University—Degrees  
Clemson University—Entrance requirements  
Clemson University—Faculty  
Clemson University—Funds and scholarships  
Clemson University. Honors Program  
Clemson University. Office of Admissions  
Clemson University. Office of Undergraduate Studies  
Clemson University. Office of Undergraduate Academic Services  
College teachers—Workload  
Commencement ceremonies—South Carolina—Clemson  
Universities and colleges—South Carolina—Clemson—Honors courses  
Youth—Counseling of—United States—South Carolina

### Author Added Entries

Bill L. Atchley, 1932-  
Constantine W. Curris, 1940-  
Claud Bethune Green, 1914-1979  
J. Charles Jennett, 1946-  
A. Max Lennon, 1940-  
Phillip H. Prince, 1926  
Jerome V. Reel, Jr.

### Title Added Entries

Commission on Undergraduate Studies  
South Carolina Commission on Higher Education  
W. K. Kellogg Foundation

## Administrative Information

### Provenance

This series incorporates the following accessions: 88-107, 90-29, 94-103, 95-62, 95-106, 96-13, 96-134, 97-138, 98-12, 99-56, 00-16, 01-30, 01-98, 02-144, 03-45, 04-35, and 05-44. The accessions were received from the Office of Undergraduate Studies and the Office of Undergraduate Academic Services.

### Processing

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