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University of Oklahoma Archives
Record Group 08: University Affairs

Overview of Series in Record Group 08

08/00: Publications
08/01: Vice President of University Relations
08/03: Development
08/06: Vice President for University Projects
08/07: Assistant Vice President for University Projects

University Archives Record Group 08/00
University Affairs: Publications

Location: 12805-12806

Box 1: *Campus*, Vol. 1, No. 1-5, September 1980-February 1981

Location: 12801-12802

Box 2: *University Today & Today*, 1972-1978

The University Today

- Vol. 1, nos. 1-6, December 17, 1971-May 12, 1972
- Special Edition, June 16, 1972 (Text of President Sharp's Commencement Address)
- Vol. 2, nos. 1-10, July 12, 1972-June 15, 1973
- Vol. 3, nos. 1-5, July 27, 1973-December 21, 1973

Today (Formerly *University Today*)

- Vol. 3, nos. 6-17, January 4, 1974-June 21, 1974
- Vol. 4, nos. 1-20, July 19, 1974-June 6, 1975

University Today & Today Special Editions:

- June 16, 1972
- December 6, 1974
- October 2, 1975
- November 5, 1975
- February 16, 1976
- May 7, 1976
- March 1977
- December 1977
- May 30, 1978

- Includes an issue titled *Tulsa Today* regarding the University of Oklahoma Tulsa Medical College, circa 1977.

Location: 12801-12802

Box 3: *Today*, 1975-1979

Today

- Vol. 5, nos. 1-17, July 4, 1975 - June 25, 1976
- Vol. 6, nos. 1-18, July 30, 1976 - June 17, 1977
- Vol. 7, no. 1, July 22, 1977
- Vol. 7, nos. 2-16, September 9, 1977-June 23, 1978
- Vol. 8, nos. 1-14, July 17, 1978-June 1979
- Vol. 9, nos. 1-3, July 1979-November 1979

University Archives Record Group 08/01
University Affairs: Vice President of University Relations

Location: 12920

Box 1

Folder:

1. Programs & Budgets, 1972-73

University Archives Record Group 08/03
University Affairs: Development

Location: 12920

Box 1

Folder:

1. University of Oklahoma and Environs: Physical Development Plan, 1965-1985.
2. Endowed Chairs and Professorships, University of Oklahoma, 1997 & 2002.

Location: Locked File

Original University of Oklahoma Charter signed by Secretary of the Territory of Oklahoma, Robert Martin, on December 24, 1891.

University Archives Record Group 08/06
University Affairs: Vice President for University Projects
Thurman James White, 1940-1982

Biographical Note:

In 1937 Thurman James White began a 45-year career with the University of Oklahoma and would serve under seven presidents. White was born at Ponca City, Oklahoma on November 7, 1916. He is the son of Charles L. and Winona Fay (Enfield) White.

A graduate of Blackwell High School in 1932, White received an A.B. from Phillips University in Enid, Oklahoma in 1936. White went on to receive a M.S. in Psychology and Sociology in 1941 from the University of Oklahoma. In 1950 he obtained his Ph.D. from the University of Chicago in the field of Adult Education. White was married to Corrine Laura Hartson on June 13, 1939. Their children are Sue Ann and Charles Frank.

White joined the university staff on August 12, 1937 when he served as an instructor in the Extension Division's prison education program. Between 1940 and 1942 he served as supervisor of the Statewide Museum Service Project, a project of OU's Extension Division. He became director of the division's Short Courses and Audio-Visual Education in 1942. While serving as a training aids officer as well as overseas with the Fifth Marine division in the U.S. Marine Corps between 1943 and 1946, he retained the director position through 1946. Starting October 1, 1947 White, as Assistant Director of the Extension Division, took a year's leave of absence to study at the University of Chicago. On September 1, 1948 White assumed his new duties as Acting Director of the Extension Division.

Between 1942 and 1952 White was an active member of both the Joint Commission to Study Adult Education and the Oklahoma Congress of Parents and Teachers State Board of Managers. He also served as secretary of the visual education section of the Oklahoma Education Association.

Serving between 1949 and 1950 as Director of the Extension Division and succeeding R. Boyd Gunning, White became Dean of the Extension Division in 1950, a position in which he served until 1968. As Dean, White was responsible for the Extension Division's communication of knowledge to Oklahoma living beyond the campus. Its goals were to provide educational service to people in every Oklahoma community and in all the disciplines and professional fields of institutional responsibility. He also served on the university's Extension Council, whose purpose was to advise the Dean, Assistant Deans, and Administrative Officers of the OCCE (Oklahoma Center for Continuing Education) concerning the general operation of the Extension Division with regard to budgets, personnel, program development, administration and the submission of an annual report to the Faculty (University) Senate.

Concurrent with his Extension Dean position, White was Dean of the College of Continuing Education between 1961 and 1968. In 1966 he received from the University

of Oklahoma the Distinguished Service Citation. During the fall of 1966 White was a Fellow in Residence at Rewley House, Oxford University.

White belonged to and served in several professional associations during this time. In 1960-61 he was President of the National University Extension Association (NUEA). He was Chairman of the Department of Defense Advisory Committee on Education in the Armed Forces. Following his State Chairmanship for the 1960 White House Conference on Children and Youth, he served as both the State Executive Vice Chairman of the 1961 White House Conference on Aging and the President of the State Mental health Association. During the years 1965 through 1968 White served on the Board of Directors of the Center for the Study of Liberal Education for Adults and as Chairman of the Council on Higher Education for Adults on Southern Regional Education Board. He was on the Board of Directors of the Great Book Foundation; a member of the UNESCO International Committee for the Advancement of Adult Education; and on the American Council on Education Commission on Academic Affairs. In 1965-66, he served as President of the Adult Education Association of U.S.A. He also served on the President's National Advisory Council on Extension and Continuing Education; the Governor's Commission on Economic Opportunity; the Advisory Committee of the Oklahoma State Plan, Title I of the Higher Education Act; and on the Board of Directors of the Oklahoma Economic Development Foundation.

Eugene F. Cates succeeded White as Acting Dean of the College of Continuing Education and Extension Division. Cates received a B.A. from Southwestern State College in Oklahoma in 1936. In 1939 and 1958 respectively he received the M.Ed. and Ed.D. from the University of Oklahoma. Prior to his service as Acting Dean between 1968 and 1970, Cates held several positions with the Extension Division's School and Community Services including Extension Specialist (1958-59); Director (1959-64); and Assistant Dean (1964-68). Between 1968 and 1970 he served as Acting Dean of the College of Continuing Education and Extension Division. In 1970 Cates began service as Associate Professor and Dean of the College of Education, positions in which he served until 1977.

Meanwhile, White was appointed Vice President for University Projects under President John Herbert Hollomon in 1968. The Office of University Projects, and therefore White, was assigned the responsibility for the cultivation and solicitation of major gifts, grants, endowments, and bequests to the university. The Advisory Council was used to facilitate these efforts in reviewing plans for raising funds from individuals, corporations, and foundations. Additionally, White served as Executive Secretary of the Board of Visitors, an outside committee to advise the President and Regents on all aspects of the university's current programs and future directions, including the resources to accomplish them.

White received the Distinguished Service Award from the University of Wisconsin and the Outstanding Achievement Award, Strategic Air Command, Aerospace Education, Offutt Air Force Base, Nebraska in 1969 and 1970 respectively.

White belonged to and continued to serve in several previously mentioned professional associations during this time. He was a Trustee of the Mid-Continent Regional Educational laboratory and a member of the American Council on Education Committee on Higher Adult Education.

Under President Paul Frederick Sharp he served as Vice President for Continuing Education and Public Service between 1971 and 1979. (University Projects became University Development in 1971.) White coordinated programs for the adult part-time student body as well as public services which assist individuals, government agencies, and various organizations in the study and resolution of central problems.

In 1978 White received NUEA's Julius M. Nolte Award and the Distinguished Alumni Award from Phillips University. In 1979 he received Syracuse University's William Pearson Tolley Medal for Distinguished Leadership in Adult Education and NUEA's Division of Military and Veterans Affairs Outstanding Individual Award.

While White continued to be an active member in several aforementioned organizations, he also served on committees of the Adult Education Association; the Oklahoma Arts and Humanities Task Force; the advisory committee on the Oklahoma American Revolution Bicentennial Commission; the Navy Campus for Achievement Steering Committee; a committee and commission of the American Council on Education; and several committees of the NUEA.

On May 10, 1979 the Board of Regents conferred upon White the titles of Vice President Emeritus, Regents' Professor of Higher Education, and University Consultant effective July 1, 1979. The Regents also approved a six-month administrative sabbatical effective the same day. At the end of this leave on January 1, 1980 White retired and entered into a consulting status which continued through June 30, 1982. Serving not only as a consultant, White prepared and taught seminars in adult education and assembled, organized and catalogued archives reflective of the Extension Division, University Projects, and Continuing Education and Public Service.

As President of Lifetime Learning Associates, White served as a consultant to Dr. Joe White, President of Carl Albert Junior College, in the preparation of a comprehensive plan for professional development programs to be conducted at the Robert S. Kerr Conference Center (1980-82). He also assisted in developing public relations and information programs to acquaint educational facilities with the facility.

White belonged to and served a number of professional associations including the American Council on Education's Commission on Educational Credit, 1977-80 and the Servicemen's Opportunity College's (SOC) Advisory Board, 1975-80.

Scope and Content:

The records (1940-82) reflect in a non-comprehensive fashion the activities of Thurman White in four positions in which he served the University of Oklahoma. These positions were Dean of the Extension Division / Dean of the College of Continuing Education

(44/01); Vice President for University Projects (08/06); Vice President for Continuing Education and Public Service (45/18); and Vice President Emeritus for CEPS (45/18). The records of the first three positions complement those records organized and described by Dorothy R. Bell with the assistance of Jack Haley and John Caldwell between 1980 and 1982 (see finding aid for Record Group 45/18).

The DUAL DEANSHIP records (1940-70) are organized in the following major series: ADMINISTRATIVE SUBJECT FILES (1950-52, 1954-55) arranged alphabetically by subject or name and include annual reports, correspondence, memoranda, and minutes; COMMITTEES (1956-59) include minutes and reports including those of the Extension Council and its sub-committees, Extension Staff, and Public Lectures; EXTENSION COUNCIL (1955-70) include minutes, annual reports, and correspondence; ANNUAL REPORTS (1940-52); SEMI-ANNUAL REPORTS (1951-58); DEPARTMENTAL ANNUAL REPORTS (1948-61); BUDGETARY AND FINANCIAL MATERIALS (1945-57); and UNIVERSITY COUNCIL ON EDUCATION FOR PUBLIC RESPONSIBILITY (1961-66) includes By-laws, correspondence, and committee minutes.

The VICE PRESIDENT, UNIVERSITY PROJECTS records (1967-71) include ADVISORY COUNCIL minutes and membership rosters (1969-70); COMMITTEE reports, letters, and recommendations (1967-69); BOARD OF VISITORS meeting agendas, minutes, and correspondence (1968-72); EXEMPLARY PROGRAMS IN RESIDENTIAL CONTINUING EDUCATION (1970-71) includes completed survey questionnaires, correspondence and printed materials from surveyed institutions; and ADMINISTRATIVE COORDINATOR FILES of Dorothy R. Bell (1968-71) include information on meeting schedules.

The VICE PRESIDENT, CEPS records (1948-79) include INSTRUCTIONAL MATERIALS (1948-79) particularly for Education Course 6970 on Adult Education - contents include bibliographies, position papers, lessons, and class rolls; BUDGET and related materials (1965-79); MISCELLANEOUS reports, speeches, proposals (1950-76) and PRELIMINARY PROGRAM AUDITS (1971).

The VICE PRESIDENT EMERITUS, CEPS records (1966-82) include ROBERT S. KERR CONFERENCE CENTER (1979-82) containing reports, proposals, letters, contracts/agreements, consultants and their reports, photoprints of the Kerr Center; PROFESSIONAL ASSOCIATIONS (1974-82), including Adult Education Association, American Council on Education, National Association for Land Grant Colleges and Universities, National University Extension Association, and Servicemen's Opportunity Colleges contains letters, proposals, memoranda, and audio cassette tapes; HIGHER EDUCATION MISCELLANEOUS (1970-82) includes speeches, remarks, monographs, and quarterly reports of the VP Emeritus activities to President Banowsky; PROGRAM SPECIALIST FILES of Dorothy R. Bell (1978-82) includes payroll certifications, invoices/receipts, airline travel materials, and Board of Directors minutes (1978-79) of the O.U. Employees Federal Credit Union; CORRESPONDENCE (1966-82) arranged alphabetically by last name; ADMINISTRATIVE FILES (1966-82) arranged

alphabetically by last name and includes the University of Oklahoma Foundation's Alumni Development Fund Monthly Reports (1968-82); OKLAHOMA CENTER FOR CONTINUING EDUCATION STAFF (1975-82) arranged alphabetically by name includes letters and memoranda; and ACTIVITIES, CONFERENCES, AND PAPERS (1968-82) includes writings and concept papers and letters and memoranda regarding University Projects (1968-71).

Processing Note:

More processing in terms of meeting preservation needs is required for these records, i.e. paper clips and staple removal, refolding in buffered folders. Due to water damage, the folders housing the 1954-55 files were rehoused in buffered folders. The folders of the 1950-51 files were retained. Extension Council Minutes, budget Requests, and annual reports were removed from binders and notebooks and foldered.

Related record groups: 08/07, 44/01, 45/17, 45/18, 45/22

Provenance:

Unknown. Probably in 1987 these records, housed in water-damaged boxes, were removed from Room 151 Monnet to Room 1-A Monnet. In any case they were present in the latter room on September 3, 1991. Processing and inventorying began in March 1993 and an initial finding aid was completed on June 25, 1993.

**University Projects
Vice President, Thurman J. White, 1967-1971**

Location: 09460

Box 1: Advisory Council, 1969-70

Folder:

Meeting Minutes

1. 1970, January 26
2. 1969, December 2
3. 1969, October 31 (1st Meeting); Memoranda soliciting faculty members to serve on the Council
4. Rosters of Members and Letters of Membership Acceptance, 1969
5. Staff Meetings (President's Staff), 1968-69

Committees, 1967-69

6. Urban Affairs Committee - Reports and Thought Papers, 1968
7. Ethics Committee - Report, n.d.
Continuing Education Committee
8. Panel, May 15, 1968
9. Reports, Letters, and Recommendations, 1968
10. Miscellaneous policies, statements, and regulations, 1968-69
Executive Planning Committee

11. Executive Planning Committee, 1968 includes "A Report of the Executive Planning Committee on the Future of the University of Oklahoma," September 1968
12. Hollomon, 1967-68

Location: 09460

Box 2

Folder:

Committees, 1967-68

1. Graduate and Graduate Professional Committee, 1967-68
2. Inaugural Committee, 1968
3. Inaugural Committee - VIP subcommittee, 1968
4. University Relations Committee, 1968

Corporations, Foundations, 1968-70

5. Robert A. Johnston Corporation, 1968-70
6. Gale Associates, 1968-69
7. Correspondence regarding Foundations, 1968 including "Statement of the Case The University of Oklahoma The Plan for Excellence"
8. "Statement Concerning the Budget Request of the State Regents for the University of Oklahoma 1969-70," February 21, 1969

Location: 09461

Box 3: Board of Visitors, 1968-72

Folder:

1. Response to J.W. McLean Letter of Sept. 3, 1970
2. Membership - Terms expire: Reappointed or declined; New Appointments, March 3, 1971
3. Plaques for New Members, 1969-72
4. Declines of Reappointment to 1970 Board of Visitors
5. A-Z Correspondence, 1969-71
6. Form Letters, Rosters, Mailing Lists, Charter, and Correspondence, 1968-71
7. Agenda (removed) and Journal of Meeting Minutes, April 15-17, 1971; Responses to Proposed Letter to President Regarding federal support of Health Services Center, 1971
8. Spring Meeting (April 15-17, 1971) - Working file, 1970-71

Location: 9461

Box 4: Board of Visitors, 1968-70

Folder:

1. Agenda (removed) and Journal of Meeting Minutes, November 5-7, 1970 Meeting
2. Meeting, November 5-7, 1970-Working File, 1970
3. Agenda (removed) and Journal of Meeting Minutes, April 16-17, 1970 Meeting
4. Meeting, April 16-17, 1970-Working File, 1969-70
5. Meeting, November 15, 1968- Correspondence and Responses from Members regarding attendance, 1968

Location: 09461

Box 5

Folder:

Exemplary Programs in Residential Continuing Education

1. Survey Questionnaire Forms (Blank)
Draft of "Preliminary Guide in Exemplary Programs in Residential Continuing Education"
Survey Questionnaires Completed, 1970

Correspondence & Printed Materials from Surveyed Universities, 1965-71

2. Chicago, 1970
3. Georgia, 1970
4. Hofstra, 1970
5. Illinois, 1970
6. Indiana University of Pennsylvania, 1969-70
7. Kansas State, 1970-71
8. Maryland, 1969-70
9. Michigan State, 1965-70
10. Minnesota, 1969-70
11. Nebraska, 1970

Location: 09462

Box 6

Folder:

Exemplary Programs in Residential Continuing Education Correspondence & Printed Materials from Surveyed Universities, 1965-71

1. New England Center, 1969-70
2. Northeastern, 1969-70
3. Oakland, 1969-70
4. Oklahoma State, 1969-70
5. South Florida, 1969-71
6. Syracuse, 1970-71
7. Virginia Polytechnic, 1970
Virginia State, 1970
Wytheville Community College, 1970
8. Washburn, 1970
9. West Virginia, 1968-70
10. Miscellaneous Universities, 1970

Location: 09462

Box 7: Administrative Coordinator Files, Dorothy R. Bell, 1968-71

Folder:

Meetings, 1968-71

1. Alumni Development Fund - Meetings, 1969-70

Football Games, 1969-71

2. Football Guests, 1970-71
3. Football Coffees, 1970
4. Football Tickets, 1970-71
5. Houston Game, 1970

6. Board of Visitors- Meeting, November 7-9, 1970
7. Council for Financial Aid to Education, 1970
8. Assembly on University Goals and Governance, 1970
9. Reception- Washington Office & photoprints, 1970
10. Distinguished Professors- Dinner Guests, Norman Residents, 1969
11. University Choir Tour, 1969
12. Postmaster General Marvin Watson visit, 1968
13. Governor's Meeting, 1968
14. NASA, 1969
15. Appropriations Committee- Senators George A. Miller & Clem McSpadden, 1969
16. National Science Foundation- Science Development Proposal, 1969

Location: 09462

Box 8: Administrative Coordinator Files, Dorothy R. Bell, 1968-71

Folder:

Meetings, 1968

1. Dr. J.M. McDaniel, Jr., 1968
2. Tulsa Chamber of Commerce- Luncheon, 1968
3. Major General George M. Johnson, Jr., 1968
4. T.A.F.B., 1969
5. Dr. Francis C. Byrnes, 1969
6. Hollomon Luncheon- Republic National Bank, 1969
7. Golf Club House Committee, 1969
8. "Operation Dialogue," 1969
9. University Projects Staff Meeting, 1969
10. Dr. Robert E. Kinsinger, 1969
11. OCCE Chairman and Directors, 1970
12. Ardmore Project, 1970
13. Houston Luncheon, 1970
14. Roy M. Mays, 1971
15. Board of Visitors- Meeting, March 14, 1969

University Archives Record Group 08/07
University Affairs: Assistant Vice President for University Projects
Jesse Elvin Burkett, 1966-1978

Biographical Note:

Serving with Vice President Thurman James White, Jesse Elvin Burkett became Associate Vice President of CEPS in 1974 after serving between 1971 and 1974 as Assistant Vice President.

Burkett received three degrees from the University of Oklahoma. They include a B.S. in Education, 1974; an Ed.M., 1950; and an Ed.D. in 1958. Burkett joined the University's Extension Division staff in 1947 as Director of the Oklahoma School of the Air. IN 1954 he assumed the additional role of Assistant Director of Educational Broadcasting Services. Between 1957 and 1961 he served as an Extension Specialist in the Extension Division Dean's Office. He was charged with research and special projects.

Between 1961 and 1964 Burkett served as both Coordinator of Liberal Studies in the College of Continuing Education and Chairman of the Extension Division's Field Development Services. After serving between 1964 and 1968 as Assistant Dean of the College of Continuing Education, Burkett was appointed Assistant Vice President of University Projects. In 1971 he assumed the position of Assistant Vice President for Continuing Education and Public Service. He became Associate Vice President of CEPS in 1974, a position in which he served until 1978.

Scope and Content:

The records (1964-78) reflect some of Burkett's activities as ASSISTANT VICE PRESIDENT FOR UNIVERSITY PROJECTS (08/07) and as ASSISTANT AND ASSOCIATE VICE PRESIDENT FOR CONTINUING EDUCATION AND PUBLIC SERVICE (45/22).

The ASSISTANT VICE PRESIDENT, UNIVERSITY PROJECTS records (1967-71) are organized as ADMINISTRATIVE SUBJECT FILES and include correspondence, memoranda, and letters concerning among other subjects the Board of Visitors (1970-71) and John Herbert Hollomon (1967-70).

The ASSISTANT/ASSOCIATE VICE PRESIDENT, C.E.P.S. records (1964-78) include the PLAN FOR THE 70s (1972-75). In response to the State Regents' *Plan for the 1970s*, a Plan for the 70's task force was constituted and saw its central problem to phrase a response to the *Plan* which gives the University room and opportunity to negotiate.

Burkett also apparently transferred files kept by Dr. Joe A. Leone which reflect the programmatic and proposal activities of the Extension Division's MULTI-PURPOSE TRAINING CENTER, 1966-71 (see also Record Group 45/17). Leone served as Dean of the Extension Division's School and Community Services between 1968 and 1970. The Multi-Purpose Training Center (MPTC) was originally funded in June 1966 by the Office of Economic Opportunity as a Programming Unit in School and Community Services.

Charles E. McDaniel served as Project Director between 1966 and 1969. Among its original eight objectives were: to establish a personnel capability for the development of a MPTC to train a variety of persons to serve in the War on Poverty and to develop curricula and related educational materials based on key facts and issues pertinent to poverty. Training programs for Community Action Agency Personnel in the Southwest Region as well as for VISTA were conducted. Seminar series programs were developed.

The bulk of the records are organized as ADMINISTRATIVE SUBJECT FILES (1964-78) arranged alphabetically by subject including Advanced Programs (1968-77); Correspondence (1968-77); Federal Aviation Administration (1970-76); Inter-Group Relations (1972-75); Extended Staff Meetings (1971-76); Off-Campus Classes (1965-76); United States Air Force in Europe (1975-76); and the University Council on Education for Public Responsibility (1967-77).

Processing Note:

More processing, in terms of meeting preservation needs, is required for these records, i.e. paper clips and staple removal, refolding in buffered folders. The records regarding the MPTC were severely water-damaged and heavily covered in dried powdery green mold. The mildew odor remains white the mold was brushed off.

Related record groups: 08/06, 44/05, 45/17, 45/18

Provenance:

Unknown. Probably in 1987 these records, housed in water-damaged boxes, were removed from Room 151 Monnet to Room 1-A Monnet. They are associated with the files of Thurman J. White in his several positions with the university. They were present in the latter room on September 3, 1991. Processing and inventorying began in March 1993 and an initial finding aid was completed on June 25, 1993.

University Projects
Assistant Vice President, Jesse Elvin Burkett, 1967-1971

Location: 09464

Box 1: Administrative Subject Files, 1968-72

Folder:

1. Academy of University Fellows, 1970
2. Alumni Development Fund (ADF), 1969-71
3. Annual Report, University Projects, 1971
4. Correspondence, A-Z, 1969-71

Board of Visitors, 1970-72

5. Meeting, November 11-13, 1971

Ad Hoc Committees, 1970-71

6. For the Study of Recommendations on Mass Media, 1971
7. For Relocation of College of Pharmacy to Medical Center, 1971

8. Graduate and Professional Programs, 1970
9. Policy Decision-Making, ca. 1970
10. Programs for Minority Groups, ca. 1970
11. Resources, ca. 1970
12. Undergraduate Programs, 1970
13. General, 1971-72

Fund-Raising, 1968-71

14. 1968-71
15. Publications, 1970
16. Giving, 1969
17. Interoffice Communications, 1969-71
18. Ruffin, Gerald (Assistant Dean for Development, College of Business Administration), 1970-71
19. Proposal Committee, 1969-70
20. Student Development Council, 1969-70
21. Touchdown Club, ca. 1970
22. White, Thurman, 1968-71
23. Proposals, 1969-70

Hollomon, John Herbert, 1967-70. Letters to, 1967-70

24. A-K
25. M-Y
26. Telegrams, 1969-70
27. Memos from, 1967-70
28. Referrals, 1968-70
29. Reports, 1968-70

30. Christenson, Gordon A., 1967-70