Record Group 5: General Faculty, 1946-
RG.05
Finding aid prepared by Randolph Boyd

This finding aid was produced using the Archivists' Toolkit
December 07, 2010
Describing Archives: A Content Standard
Table of Contents

Summary Information ........................................................................................................................................... 3
Scope and Contents note....................................................................................................................................... 4
Arrangement note................................................................................................................................................... 4
Administrative Information .................................................................................................................................. 4
Controlled Access Headings................................................................................................................................ 4
Collection Inventory....................................................................................................................................................... 6
  Series I. Faculty Constitution .................................................................................................................................. 6
  Series II. Faculty Manual.......................................................................................................................................... 6
  5.1 Records of the Faculty President [empty] ........................................................................................................ 8
  5.2 Faculty Meetings.................................................................................................................................................. 8
  5.3 Standing Committees of the Faculty ................................................................................................................... 9
  5.4 Advisory Committees....................................................................................................................................... 12
  5.5 Faculty Retreats............................................................................................................................................... 13
  5.6 Fellowships [empty] ........................................................................................................................................ 13
  5.7 Individual Faculty............................................................................................................................................. 13
  5.8 Faculty Publications........................................................................................................................................ 25
  5.9 Faculty Organizations...................................................................................................................................... 26
### Summary Information

<table>
<thead>
<tr>
<th>Repository</th>
<th>University Archives, Frank Mt. Pleasant Library of Special Collections &amp; Archives</th>
</tr>
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<tr>
<td>Title</td>
<td>Record Group 05. General Faculty, 1946-</td>
</tr>
<tr>
<td>Date</td>
<td>1946-</td>
</tr>
<tr>
<td>Extent</td>
<td>24.25 Linear feet 53 document boxes 1 file box 1 carton</td>
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<tr>
<td>Location note</td>
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<tr>
<td>Language</td>
<td>English</td>
</tr>
<tr>
<td>Language of Materials note</td>
<td>The materials in this collection are in English.</td>
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<tr>
<td>Abstract</td>
<td>This collection includes materials concerning the Faculty of Chapman University: the minutes of the faculty meetings, the various Faculty committees, the Faculty retreats, copies of the Faculty Manual, and papers of retired Faculty members.</td>
</tr>
</tbody>
</table>

**Preferred Citation note**

[identify item], [Record Group 05 General Faculty (RG 05)], Frank Mt. Pleasant Library of Special Collections and Archives, Chapman University, CA.
Scope and Contents note

Here are collected papers concerning the faculty of Chapman University. There is the Faculty Constitution, various versions of the Faculty Manual, the minutes of the Faculty Senate meetings, minutes of the various faculty committee meetings, minutes of the Faculty retreats, and papers of retired faculty members.

Arrangement note

This material is arranged by record groups and series.

Administrative Information

Publication Information

University Archives, Frank Mt. Pleasant Library of Special Collections & Archives 12/07/2010

Conditions Governing Access note

This collection is open for research.

Conditions Governing Use note

There are no restrictions on the use of this material.

Controlled Access Headings

Corporate Name(s)
• Chapman University. Faculty.

Subject(s)

• Universities and colleges -- Faculty.
Collection Inventory

<table>
<thead>
<tr>
<th>Series</th>
<th>Description</th>
<th>Box</th>
<th>Box</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.</td>
<td>Faculty Constitution unknown</td>
<td>1s5.0.2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0.25 Linear feet 1 box</td>
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<td></td>
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<tr>
<td>Scope and Contents note</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Box combined with box 1 of Series II. Faculty Manual. Box is instance Box 1s5.0.2.</td>
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<td>Controlled Access Headings</td>
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<td>Subject(s)</td>
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<td></td>
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<td>• Universities and colleges -- Faculty.</td>
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<td></td>
<td></td>
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<tr>
<td>II.</td>
<td>Faculty Manual 1955-2003</td>
<td>1s5.0.2</td>
<td>2s5.0.2</td>
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<tr>
<td></td>
<td>0.75 Linear feet 2 boxes</td>
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<td>Scope and Contents note</td>
<td></td>
<td></td>
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<tr>
<td>Box 1 1955-1987 Box 2 1992-2003</td>
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<tr>
<td>Box 1 shared with Series I. Faculty Constitution</td>
<td></td>
<td></td>
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<td>Corporate Name(s)</td>
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</table>
Series III. Faculty memos and ephemera

- Chapman University. Faculty.

Subject(s)

- Universities and colleges -- Faculty.

Series III. Faculty memos and ephemera 1965- 0.5 Linear feet

Arrangement note

Arrangement is alphabetically by topic, with an alpha section, A-Z, for memos on individual faculty.

Scope and Contents note

This box contains various memos both about faculty, ie achievements, promotions, salary rankings, death, and also memos about a few specific faculty such as Paul Delp and Vernon Smith.

General note

This material was previously filed in the ephemera vertical filing cabinet, which is governed by the Thesaurus. Now transferred to the Record Groups, and contains these files:

Faculty-A-B Faculty-C-D Faculty-E-F Faculty-G-I Faculty J-K Faculty L-M Faculty-N-O Faculty-P, Q, R Faculty-S, T, U, V Faculty-W, X, Y, Z Faculty- Miller, Jim Faculty- Nakell, Martin Faculty- Salmon, Wendy Faculty- Smith, Vernon Faculty Awards Faculty Benefits, Salaries Faculty Committee Assignments Faculty--Deans and Chairs Faculty Forum Faculty- General Announcements – 1997-1999 Faculty- General Announcements – 2000-2005 Faculty Honors Convocation Faculty List by Schools - 1990-1998 Faculty--New Faculty Lists 1994-2008 Faculty--Promotions and Tenure Faculty--Publications Faculty--Speakers Faculty--Statistics

Controlled Access Headings
### 5.1 Records of the Faculty President [empty]

**Subject(s)**

- Chapman University -- Faculty

**RG. 5.1 5.1 Records of the Faculty President [empty] unknown 0.0 Linear feet**

### 5.2 Faculty Meetings 1949-present 5.5 Linear feet 12 boxes

**Controlled Access Headings**

**Corporate Name(s)**

- Chapman University. Faculty.

**Subject(s)**

- Universities and colleges -- Faculty.

### Series I. Minutes 1949-present 6.0 Linear feet 12 boxes

**Scope and Contents note**

5.3 Standing Committees of the Faculty

Controlled Access Headings

Corporate Name(s)

Chapman University. Faculty.

Subject(s)

Universities and colleges -- Faculty.

RG. 5.3 5.3 Standing Committees of the Faculty  16.0 Linear feet 32 boxes

Controlled Access Headings

Corporate Name(s)

• Chapman University. Faculty.

Subject(s)

• Universities and colleges -- Faculty.

<table>
<thead>
<tr>
<th>Series I. Faculty Executive Committee Minutes 1962-1996 1.0</th>
<th>Box</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linear feet 2 boxes</td>
<td>1s5.3.1</td>
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</tbody>
</table>

Scope and Contents note

Box 1: Nominating Committee Minutes Sept 1967-Oct 1972 Minutes
1962-84 Box 2: Minutes March 1993-May 1996
<table>
<thead>
<tr>
<th>Series II. Academic Committee 1948-1999</th>
<th>4.0 Linear feet 8 boxes</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>Series III. Administrative Review Committee Minutes 1945-1977</th>
<th>2.0 Linear feet 4 boxes</th>
</tr>
</thead>
</table>

| Series IV. Budget Committee [empty] none | 0.0 Linear feet |

| Series V. Committee for Fine and Performing Arts [empty] 1948- | 0.0 Linear feet |

| Series VI. Faculty Personnel Committee [empty] | 0.0 Linear feet |

<table>
<thead>
<tr>
<th>Series VII. Graduate Studies Committee/Graduate Council 1963-2001</th>
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</thead>
<tbody>
<tr>
<td>Series</td>
<td>Description</td>
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<tr>
<td>--------</td>
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<tr>
<td>VIII.</td>
<td>Institutional Review Board</td>
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<tr>
<td>IX.</td>
<td>Library and Learning Resources/Library Committee</td>
</tr>
<tr>
<td></td>
<td>Minutes September 1946-October 1991</td>
</tr>
<tr>
<td>X.</td>
<td>Long-Range Planning 1996-1997</td>
</tr>
<tr>
<td>XI.</td>
<td>Research &amp; Development</td>
</tr>
<tr>
<td>XII.</td>
<td>Student Life Committee</td>
</tr>
<tr>
<td>XIII.</td>
<td>Student Standards Committee</td>
</tr>
<tr>
<td>XIV.</td>
<td>Curriculum Committee 1961-74</td>
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<tr>
<td></td>
<td>Minutes 1961-1974</td>
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<tr>
<td>XIV.</td>
<td>Small Faculty Committees</td>
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</tbody>
</table>

Scope and Contents note:

- Box 1: 1961-Jan 1970
- Box 2: Feb 1970-July 1972
- Box 3: Aug 1972-May 1974
### 5.4 Advisory Committees

**Scope and Contents note**

5 boxes, Minutes Box 1: A-C Box 2: D-F Box 3: F-R Box 4: R-S Box 5: S-W

**RG. 5.4 5.4 Advisory Committees** 1.0 Linear feet 2 boxes

**Controlled Access Headings**

**Corporate Name(s)**

- Chapman University. Faculty.

**Subject(s)**

- Universities and colleges -- Faculty.

**Series I. World Campus Afloat Advisory Council [empty]** 0.0 Linear feet

**Series II. GE Committee** 0.5 Linear feet 1 box

**Scope and Contents note**

Collection of materials from other colleges 1 box

**Series III. Collegium Minutes 1979-81** 0.5 Linear feet 1 box

**Scope and Contents note**

Minutes October 1979-January 1981 1 box
RG. 5.5 5.5 Faculty Retreats 1945-present  0.5 Linear feet 1 box

Scope and Contents note

Series I. 1945-58  0.5 Linear feet 1 box

Scope and Contents note


RG. 5.6 5.6 Fellowships [empty]  0.0 Linear feet

Series I. Hua-Cheng Wang Fellowship [empty]  0.0 Linear feet

RG. 5.7 5.7 Individual Faculty  2.0 Linear feet 1 box 4 document boxes 1 flat box 1 item in art rail

Box 1s5.7

Paul Delp Papers  1.0 Linear feet 1 document box

Box 2s5.7.B

Arrangement note

This box is arranged first by general memos, award, essays by and about Paul Delp and then by a series of folders that contain his manuscript, "The Life of the Mind"

Scope and Contents note
This box contains a folder of various items relating to Paul including an essay by Professor Mike Martin entitled "Paul Delp's Gentle Way" and an essay by Paul Delp entitled "Response to Michael Martin", a Chapman College President's Associates award, and a pamphlet from Delp's memorial service. This contains multiple copies of chapters of Paul Delp's Life of the Mind manuscript in the various stages from typed sheets to printed sheets. The final book is catalogued and in Special Collections books.

### Controlled Access Headings

#### Personal Name(s)

Delp, Paul S., 1907-1993

#### Subject(s)

Chapman University -- Faculty
Chapman University. Peace Studies Dept.
Universities and colleges -- Faculty.

**Frederic J. Kakis papers 1960-2009  2.5 Linear feet 3 document boxes 1 flat box 1 item in art rail**

**Scope and Contents note**

The Frederic J. Kakis papers consists of four series that spans the years from the 1960s to the present. The series deal with his expertise in the field of forensics relating to the insurance industry, his academic writing in the field of chemistry, his career at Chapman College/University, and the publishing information of his two books, Drugs: Facts and Fictions, and Legacy of Courage: the adventures and survival of a Greek-Jewish family that refused to submit to the Germans.

**Biographical/Historical note**
Frederic J. Kakis is a Professor Emeritus of Chapman University. Dr. Kakis began teaching at Chapman University in 1964 and received emeriti status in May, 1992. He holds a B.S. in Chemistry from City College of New York, with special honors, Magna Cum Laude and Phi Beta Kappa. He also holds a Ph.D. in Chemistry from Stanford University. Dr. Kakis was born in Drama, Greece, and he and his family survived the Nazi Holocaust in Greece during World War II. He is the author of countless articles in the fields of forensics and chemistry, and the author of Drugs: Facts and Fictions and Legacy of Courage: A Holocaust Survival Story in Greece.

Conditions Governing Access note

This collection is open for research.

Other Finding Aids note

http://www1.chapman.edu/library/archives/findingaids/kakisfindingaid.html

Arrangement note

This collection is arranged by series.

Conditions Governing Use note

There are no restrictions on the use of this material.

Conditions Governing Access note

This collection is open for research.

Preferred Citation note

[identify item], Frederic J. Kakis Papers (RG.05 General Faculty), Frank Mt. Pleasant Library of Special Collections and Archives, Chapman University, CA.

Controlled Access Headings
Series I. Forensics

**Personal Name(s)**

- Kakis, Frederic J., Professor Emeritus, d. 2009

**Subject(s)**

- Chapman University. Chemistry Dept.
- Faculty -- Emeriti -- Chapman University
- Faculty papers
- Holocaust, Jewish (1939-1945) -- Greece -- Personal Narratives

<table>
<thead>
<tr>
<th>Series I. Forensics 1969-1997 (Bulk, 1990-1997)</th>
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<tbody>
<tr>
<td>0.5 Linear feet 1 box</td>
<td>1s5.7.C</td>
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</table>

**Arrangement note**

Box 1

Folder


3. Clippings, forensic articles 1990-1997

4. Flyers, forensic conferences / seminars 1990-1996

5. Awards, correspondence and public relations, forensic 1969-1997


<table>
<thead>
<tr>
<th>Box</th>
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<tbody>
<tr>
<td>2s5.7.C</td>
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</table>
Arrangement note

Box 2

Folder

1. Ephemera, Hellenic Associates of Chapman College

2. Correspondence and minutes, Hellenic Associates of Chapman College Board of Directors


4. Exhibits 2-22 (missing 7, 12, 15-18, and 20)

5. Correspondence, Chapman College 1981-1997

6. Correspondence, Personal 1968-1987

7. Correspondence and photos, Scudder Award 1984-1985

8. Emeritus Status Appointment 1992


10. Drugs: Facts and Fictions book launch celebration photos

11. Photos, Hellenic Associates of Chapman College

Series III. Chemistry Articles 1965-1996 0.25 Linear feet 1 partial box

Box 3s5.7.C
Series IV. Post-Chapman Activities

Folder


3. Misc. academic journals 1975-1986

4. Reports, Petroleum Research Fund 1967-1976

Series IV. Post-Chapman Activities late 20th and early 21st century 0.25 Linear feet 1 partial box and art rail

Arrangement note

Box 3

Folder

5. Activities, Post-Chapman University


Series V. Academic Regalia 0.917 Linear feet 1 box

Arrangement note

Box 4

Regalia, academic
Series VI. Photographs 2009  0.083 Linear feet 1 file folder

Arrangement note

3 photographs, Leatherby Libraries memorial display

Scope and Contents note

Photographs related to Frederic J. Kakis

Controlled Access Headings

Personal Name(s)

Kakis, Frederic J., Professor Emeritus, d. 2009

John Koshak Conducting Scores Collection.  11.0 Linear feet 11 boxes

Biographical/Historical note

John Koshak is Conductor and Professor Emeritus, Chapman University, and Music Director and Conductor Emeritus, and holder of the Ambassador and Mrs. George Argyros Music Director's Chair of the Orange County Youth Symphony Orchestra. His leadership of the OCYSO established the orchestra as one of the prominent youth orchestra in the United States. At the University, Professor Koshak was responsible for building Chapman's nationally prominent orchestra program and one of the nation's leading undergraduate conductor training programs in orchestral conducting. He conducted orchestra around the world and toured extensively with his orchestras.

To honor his achievements, Chapman University recognized John Koshak as Conductor and Professor Emeritus and established the John
Koshak Visiting Professorship. The University established the John Koshak Practice Studio in Oliphant Hall, the newest music building on the campus.

Professor Koshak received his Bachelor of Music degree from the Pennsylvania State University, his Master's degree from Columbia University, and his Conducting Diploma from the Mozarteum in Salzburg, Austria.

Conditions Governing Access note

This collection is open for research.

Related Archival Materials note

In addition to the scores, there are two related items: a notebook entitled, "How to Succeed in Business Without Really Trying--Bakersfield Community Theatre, 1967-68: Notes, and, a folder of ephemera, in Box 9.

Immediate Source of Acquisition note

Gift of John Koshak.

Scope and Contents note

The John Koshak conducting scores represent such diverse composers such as Mozart, Puccini, Vaughan Williams, and Schumann, and each includes his conducting notations. Box 9 contains three additional items: a notebook entitled, "How to Succeed in Business Without Really Trying--Bakersfield Community Theatre, 1967-68: Notes, and, a cassette tape of the OCYSO, (Orange County Youth Symphony Orchestra), which is a production master dated March 8, 1997. and a folder of ephemera.

Arrangement note

Arrangement is alphabetically by the composer.
Conditions Governing Use note

There are no restrictions on the use of this material.

Preferred Citation note

John Koshak Conducting Scores, Frank Mt. Pleasant Library of Special Collections and Archives, Chapman University, CA.

Controlled Access Headings

Personal Name(s)

Koshak, John -- Archives

Subject(s)

Chapman University. School of Music.
Conducting
Faculty -- Emeriti -- Chapman University
Faculty papers
Orange County Youth Symphony Orchestra
Orchestral Music -- Scores

Ronald L. Scott, Ph.D. Retirement Party DVD May, 11, 2010 0.25 Linear feet

Conditions Governing Access note

This collection is open for research.
Conditions Governing Use note

There are no restrictions on the use of this material.

Preferred Citation note

Ronald L, Scott, Ph.D. Retirement DVD. Frank Mt. Pleasant Library of Special Collections and Archives, Chapman University, CA.

Scope and Contents note

This DVD of Psychology Prof. Ronald L. Scott, Ph.D.'s retirement from Chapman University celebrates his 37 years in Higher Education.

Biographical/Historical note

Dr. Ronald Scott, Professor of Psychology, has been a member of the Chapman Faculty since 1979. He was tenured in 1986 and promoted to full professor in 1993. He earned his B.A. from the University of Indianapolis in 1964, his M.A. in counseling psychology from St. Francis College in 1970 and his Ph.D. in clinical psychology from California School of Professional Psychology at Berkeley in 1979. He also received a year of post-doctoral training at the Center of Cognitive Therapy. He is a licensed clinical psychologist and maintains a small private practice in addition to his work at the university. Dr. Scott teaches both undergraduate and graduate classes in the areas of clinical, personality and multicultural psychology. He is an active teacher-scholar and frequently publishes with his graduate students. During his tenure at Chapman, Dr. Scott has also been an active leader in the academic life of the University. He has served as Chair of the Psychology Department and on numerous faculty committees including Faculty Senate and Chair of the Academic Council. He is the co-producer of a seven program popular educational video series titled, “Psychotherapy with Gay and Lesbian Clients,” which is used for training students and professionals in over 900 universities and clinical settings. Dr. Scott is also very interested in cross-national psychology. For eleven years he was an officer in the International Council of Psychologists and has been
a visiting professor at several universities throughout Latin America and Spain. Dr. Scott believes psychology is in “the business of building a better world” and feels privileged to be able to share the knowledge and spirit of the discipline with his students. Research and Scholarship:

Dr. Scott’s research interests are in the area of psychological assessment, with emphasis on the Minnesota Multiphasic Personality Inventory (MMPI-2 and MMPI-A), psychology’s most frequently used test of personality and psychopathology. Specifically, his early work focused on the use of the instrument to assess various clinical populations such as individuals with eating disorders, substance abuse, and sexual abuse. His classic 1986 article on profile constellations in incest families has been cited in over thirty professional articles and books. More recently, his research has focused on the development of international applications of the instrument. He was one of three psychologists who developed the Mexican version of the MMPI-2 which is now used throughout much of Latin America. He has conducted MMPI-2/A research in five countries and has taught invited workshops to train psychologist in Mexico, Peru, and Puerto Rico. Additionally, he worked with Dr. James Butcher of the University of Minnesota on the normative projects for the U.S. Hispanic versions of both the MMPI-2 and the MMPI-A and is a co-author of the resulting test manual. He has contributed to two book chapters on the MMPI and served several years as a journal reviewer of MMPI articles for the APA Journal of Psychological Assessment.

Arrangement note

This DVD is cataloged for Archives DVD's and located in the media drawers in the Rare Book Room.

Controlled Access Headings

Personal Name(s)

Scott, Ronald L., Professor

Bert Williams  1.0 Linear feet 1 carton
Immediate Source of Acquisition note

Gift of June Williams.

Scope and Contents note

The following are included in this collection: Bert Williams memorabilia—donated by June Williams 10/10/05

1. Diploma dated June 6, 1949 awarded to Bert Charles Williams from Boston University. Degree reads “Philosophiae Doctoris in Philosophiam” in R.G. 5.7 Series IA
2. One green scrapbook devoted to Bert Williams’ retirement from Chapman University. His Recognition Dinner was held April 30, 1980, 7:30 p.m. Scrapbook contains letters to Bert, cards, poems from friends and colleagues at Chapman. R.G. 5.7 Series IA
5. Dissertation by Bert Charles Williams at Boston University Graduate School, entitled Berdyaev’s Philosophy of History. Dated 1949 in partial fulfillment of the requirements for the degree of Doctor of Philosophy. waiting to be cat. 2. Boston University Graduate School Thesis entitled Spengler’s Philosophy of History, by Bert Charles Williams, submitted in partial fulfillment of the requirements for the degree of Master of Arts, 1937. waiting to be cat. 3. one letter addressed to Mr. Bert C. Williams from the Boston University Graduate School dated March 23, 1937 indicating thesis approval and suggestion to have two copies made. in R.G. 5.7 Series IA
4. Biographical sketch of Bert Williams not sure of location
5a. First and 5b Second Reader’s reports of Bert Williams PhD thesis, 5c. announcement of final oral exam for the degree of Doctor of Philosophy, 5d. notes of Dr. Williams these 4 items in R.G. 5.7 Series IA

Conditions Governing Access note

This collection is open for research.

Conditions Governing Use note

There are no restrictions on the use of this material.
### Controlled Access Headings

**Personal Name(s)**

Williams, Bert Charles, Professor

**Subject(s)**

Chapman University -- Faculty  
Universities and colleges -- Faculty.

### 5.8 Faculty Publications 1967-present  
0.1 Linear feet 1 partial document box 1 object in flat file

<table>
<thead>
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<td>1s5.8</td>
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</tbody>
</table>

### Scope and Contents note

These publications, which date back to 1967, include two copies of  

### Arrangement note

Faculty publications comprise folders 1-3 of box 1 of RG 5.8, Faculty Publications. 1 Faculty publication, "Google Moon" by Anna Leahy, is located in Drawer 1 of the Flat File.

### Conditions Governing Access note

This collection is open for research.

### Controlled Access Headings
5.9 Faculty Organizations

Subject(s)

- Chapman University -- Faculty
- Chapman University publications.

5.9 Faculty Organizations  0.1 Linear feet 1 partial document box

Series I. Chapman Book Club 2009  0.1 Linear feet 1 partial document box

Arrangement note

Folder 4 of Box 1 of Record Group 5.8.

Conditions Governing Access note

This collection is open for research.

Scope and Contents note

This series contains materials related to the Chapman Book Club for Chapman University Faculty and Staff, which had its inaugural season during the 2009-2010 school year.

Controlled Access Headings

Subject(s)

Chapman University. Chapman Book Club.
Chapman University. Leatherby Libraries