

The Administrative Council of the  
Board of Higher Education  
1940 - 1971  
Finding Aid

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## GENERAL INFORMATION

Accession Number: 92 - 08

Size: 11.3073 cu. ft.

Provenance: Hunter College

Restrictions: None.

Location: Range 5 Section 2 Shelves 7-17

Archivist: Prof. Julio L. Hernández-Delgado

Assistant: Ms. Estela Cedeño  
Ms. Dane Guerrero

Date: March, 1997

Revised: February 2014

## SCOPE AND CONTENT NOTE

On March 19, 1945, the Board of Higher Education amended its by-laws and established the Administrative Council consisting of the presidents of the City College of New York, Hunter College, Brooklyn College, and Queens College. The Administrative Council originally functioned as an advisory board and coordinating committee in all matters affecting the four original municipal colleges. Upon the creation of the City University of New York in 1961, the presidents of New York City College of Technology, College of Staten Island, Baruch College, Borough of Manhattan Community College, John Jay College of Criminal Justice, CUNY Graduate Center, Bronx Community College, York College, Lehman College, and Medgar Evers College became members of the Administrative Council. Included in this collection are agendas and minutes, correspondence, memoranda, and reports from 1940 - 1971. The collection is arranged chronologically.

## CONTAINER LIST

### SERIES I – ADMINISTRATION

<u>Box</u>	<u>Folder</u>	<u>Contents</u>
1	1	Correspondence of the Presidents of City College, Hunter College, Brooklyn College, and Queens College April 17, 1940 - January 10, 1944
	2	January 14, 1944 - December 26, 1944
	3	January 15, 1945 - May 29, 1945
	4	June 7, 1945 - September 26, 1945
	5	October 1, 1945 - October 31, 1945
	6	November 5, 1945 - December 20, 1945
	7	Agenda, Minutes, and Correspondence January 3, 1946 - April 26, 1946
	8	May 1, 1946 - December 27, 1947
	9	January 1946 - January 1947 *
2	1	Agenda and Minutes January - December 1947 *
	2	Correspondence January - May 1947 *
	3	June - December 1947 *
	4	Agenda and Minutes January - June 1948 *
	5	Correspondence January - August 1948 *
	6	September - December 1948 *
3	1	Agenda and Minutes September 1948 - July 1949 *
	2	September 1949 - March 1950 *
	3	March - June 1950 *
	4	September - December 1950 *

\*(Attached documents)

### SERIES I – ADMINISTRATION

<u>Box</u>	<u>Folder</u>	<u>Contents</u>
		Correspondence
3	5	January - August 1949 *
4	1	September - October 1949 *
	2	November 1949 - February 1950 *
	3	March - May 1950 *
	4	May - June 1950 *
	5	September 1950 - May 1951 *
		Agenda and Minutes
5	1	January - June 1951 *
	2	September 1951 - June 1954 *
		Correspondence
	3	November 1950 - November 1951*
	4	March - June 1952 *
	5	December 1951 - February 1952 *
		Agenda and Minutes
6	1	January - December 1952
	2	January - June 1953
		Correspondence, Memoranda, and Reports
	3	November 1952 - March 1953
	4	April 1953
	5	May - June 1953
7	1	March - September 1952
	2	October 1952 - August 1953
	3	September - November 1953
	4	Purchasing Manual of the Board of Higher Education, n.d.
	5	Reports, 1953
		Agenda and Minutes
8	1	September 1953 - June 1954 *

\*(Attached documents)

**SERIES I – ADMINISTRATION**

<u>Box</u>	<u>Folder</u>	<u>Contents</u>
8	2	Correspondence, Memoranda, and Reports November 1953 - April 1954
	3	May - June 1954
9	1	Agenda and Minutes September 1954 - June 1955 *
	2	Correspondence, Memoranda, and Reports July 1954 - January 1955
	3	February - June 1955
10	1	Agenda and Minutes September 1955 - April 1956
	2	May - June 1956
	3	Correspondence, Memoranda, and Reports September 1955 - January 1956
	4	February - June 1956
11	1	Agenda and Minutes * September 1956 - June 1957
	2	Correspondence, Memoranda, and Reports July - November 1956
	3	January - June 1957
	4	August 1957 - December 6, 1957
	5	December 10, 1957 - July 1958
12	1	Agenda and Minutes September 1957 - June 1958
	2	Correspondence, Memoranda, and Reports December 1958 - February 1959
	3	March - June 1959
	4	Agenda and Minutes September 1958 - June 1959 *

\*(Attached documents)

**SERIES I – ADMINISTRATION**

<u>Box</u>	<u>Folder</u>	<u>Contents</u>
13	1	Correspondence, Memoranda, and Reports May - October 1958
	2	July 1959 - February 1960
	3	March 1960
	4	April - June 1960
	5	May 1960 - April 1961
14	1	Agenda and Minutes September 1959 - June 1960
	2	Correspondence, Memoranda, and Reports August - November 1960
	3	January - April 1961
	4	May - June 1961
15	1	Agenda, Minutes, Correspondence, and Memoranda September - December 1960
	2	January - April 1961
	3	May - June 1961
	4	Agenda and Minutes September - December 1961 *
16	1	Correspondence, Memoranda, and Reports December 1961 - June 1962
	2	Agenda and Minutes January - June 1962 *
	3	Correspondence, Memoranda, and Reports July 1961 - June 1962
	4	January - June 1962 *
	5	July - December 1962 *
17	1	January - June 1963
	2	July 1963 - June 1964

\*(Attached documents)

**SERIES I – ADMINISTRATION**



<u>Box</u>	<u>Folder</u>	<u>Contents</u>
17	3	Correspondence, Memoranda, and Reports September - October 1963
	4	November - December 1963
	5	January - March 1964
18	1	February - December 1964
	2	January - June 1964
	3	July - June 1964
19	1	July - November 1964
		Agenda and Minutes
	2	February - June 1965 *
	3	June 1965 - July 1965
20	1	Correspondence, Memoranda, and Reports September 1965 - February 1966
	2	February - May 1966
		Agenda and Minutes
	3	January - June 1966 *
21	1	November 1965 - February 1966
	2	February - June 1966
		Correspondence, Memoranda, and Reports
	3	July 1966 - January 1967
		Agenda and Minutes
22	1	August 1966 - January 1967 *
	2	February - March 1967 *
		Correspondence, Memoranda, and Reports
	3	February - March 1967
23	1	Agenda, Minutes, Correspondence, Memoranda, and Reports April - June 1967 *
	2	September 11, 1967 *

\*(Attached documents)

**SERIES I – ADMINISTRATION**

<u>Box</u>	<u>Folder</u>	<u>Contents</u>
23	3	Agenda, Minutes, Correspondence, Memoranda, and Reports
	4	October 9, 1967 *
	5	November 13, 1967 *
		December 4, 1967 *
	6	Correspondence, Memoranda, and Reports
		April - May 1967
24	1	Agenda, Minutes, Correspondence, Memoranda, and Reports
	2	January 8, 1968
	3	February 12, 1968 *
	4	March 11, 1968 *
25	1	April 8, 1968 *
	2	May 13, 1968 *
25	2	July 16, 1968 *
	3	Correspondence, Memoranda, and Reports
		March - June 1868
25	4	Agenda, Minutes, Correspondence, Memoranda, and Reports
	5	September 15, 1969 (backup materials) *
	6	October 13, 1969 *
	7	November 10, 1969 *
		December 8, 1969 *
26	1	Administrative Council 1969 - 1970
	2	Agenda, Minutes, Correspondence, Memoranda, and Reports
	3	January 12, 1970 *
	4	February 9, 1970 *
	5	March 9, 1970 *
	6	April 13, 1970 *
		May 11, 1970 *
27	1	June 15, 1970 *
	2	October 12, 1970 *

\*(Attached documents)

**SERIES I – ADMINISTRATION**

<u>Box</u>	<u>Folder</u>	<u>Contents</u>
27	3	Agenda, Minutes, Correspondence, Memoranda, and Reports November 9, 1970 *
	4	February 8, 1971 *

\*(Attached documents)