

82.001 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Senate's Committee on the Library	1954-1959	0.8 cm of textual records	This file contains records related to the Senate's Committee on the Library as well as the General Faculty Council, including reports, minutes, and correspondence.	
1	2	Senate's Committee on the Library	1960-1970	1.4 cm of textual records	This file contains records related to the Senate's Committee on the Library, including reports, minutes, correspondence, and research materials for library expansion and development.	
1	3	Senate's Committee on the Library	1959-1964	0.7 cm of textual records	This file contains records related to the Senate's Committee on the Library and its sub-committees -- most particularly, the report the committee generated in 1964 on the state of the library and recommendations to improve it, including the reports, minutes, and correspondence of those committees, as well as a similar 1960 report from the Weyerhauser library at Macalaster College, St. Paul, Minnesota.	
1	4	Library Planning Committee	1969-1970	1.6 cm of textual records	This file contains records related to the Library Planning Committee, whose work led to the design of the library in the new Centennial Hall in consultation with Carter, Catoen, Bishop & Associates, including reports, minutes, and correspondence.	
1	5	Library Board	1970-1973	1.3 cm of textual records	This file contains records related to the Library Board, including reports, minutes, and correspondence.	
1	6	Library Board	1973-1976	1.6 cm of textual records	This file contains records related to the Library Board, primarily dealing with the library's transition to a computerized circulation system, including reports, minutes, and correspondence.	
1	7	Library Board	1977-1978	1.6 cm of textual records	This file contains records related to the Library Board and its subcommittees, including reports, minutes, and correspondence.	
2	8	Library Board	1979-1980	1.9 cm of textual records	This file contains records related to the Library Board and its subcommittees, including reports, minutes, and correspondence, including the document, "Response to the Preliminary Proposal on Rare Books and Archives at the University of Winnipeg."	
2	9	Library Board Material from Dr. Pincock's Office	1970-1980	1.2 cm of textual records	This file contains records related to the Library Board, its Subcommittee on Library Finances, and its review of the library's acquisition policies, including reports, minutes, and correspondence, as well as a variety of academic articles or reports from other institutions used by the subcommittee as research.	

82.001 Continued .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
2	10	Sitting Bull's Pipe	1966, 1976	9 pp. of textual records	This file contains correspondence related to a catlinite pipe included in the Manitoba College cornerstone that was discovered during the building's demolition, investigating its purported origin as Sitting Bull's. Also includes a photocopied newspaper article from the time of the cornerstone's discovery.	
2	11	[Correspondence]	1967-1969	0.5 cm of textual records	This file contains the University Librarian Raymond ca. Wright's external correspondence on a variety of library-related inquiries, including both outgoing and incoming correspondence.	
2	12	[Correspondence]	1969-1974	2.0 cm of textual records	This file contains the Chief Librarian Raymond ca. Wright's external correspondence on a variety of library-related inquiries, including both outgoing and incoming correspondence.	
2	13	[Correspondence]	1974-1980	1.7 cm of textual records	This file contains correspondence related to the University of Winnipeg Library, primarily internal correspondence of Dr. Pincock and Chief Librarian Wright; also includes correspondence and reports related to the Library Board and its subcommittees.	

83.001 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	University of Winnipeg Library	1967-1972	1.4 cm of textual records	This file contains documents related to the University of Winnipeg Library's planning of and relocation to its Centennial Hall facility.	
1	2	[United College Library]	1950-1965	0.4 cm of textual records	This file contains documents related to the maintenance and expansions of the United College library in Bryce and Ashdown Halls.	
1	3	[Library planning]	1974-1979	0.3 cm of textual records	This file contains documents related to library planning, including correspondence with and reports from other institutions -- as well as reports or papers about the University of Winnipeg library itself.	
2	4	Borrower's Register	1962-1974	0.1 cm of textual records	This file contains a registration list for library borrowers who were clergy members or other special categories.	
2	5	[Library staff documents]	1958-1969	0.1 cm of textual records	This file contains several documents related to the salaries, work schedules, and benefits for library employees.	
2	6	[Library Handbooks]	1972-1985	1.3 cm of textual records	This file contains handbooks for the University of Winnipeg library, published as guides for students to using the library facilities and resources.	

86.004

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Blueprints	1986	0.5 cm of textual records	This file contains 4 drawings of what appear to be mezzanines in the library, perhaps created by students as part of a class project.	

86.005

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Manitoba Playwrights	1986	0.2 cm of textual records	This file contains correspondence created by Linwood DeLong, Reference Librarian, to Shirley Payment, retired Supervisor of the Periodicals Department, regarding the library proposal for housing and cataloguing playwrights’ work, published or unpublished, into the Library's Rare Book Room. The documents in this file also include a blank form and a draft form titled "Agreement Between the University of Winnipeg Library and The Playwright.” This proposal was also created for the benefit of all UofW students enrolled in the Theatre Department.	

91.006

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Archives Day	1983	0.1 cm of textual records	This file contains records related to Archives Day 1983, including correspondence, and guidelines for research in the Manitoba Conference Archives of the United Church.	
1	2	Off-site Storage of Library Materials	1985	0.2 cm of textual records	This file contains records related to the storage of library materials off- site including correspondence and minutes of the Library Renovations Users Committee.	

97.021

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	National Research Council of Canada	1997	0.1 cm of textual records	This file contains correspondence related to the changes to the National Library of Canada's online database.	

97.022

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Collective Agreement	1995 - 1997	0.7 cm of textual records	This file contains the Collective Agreement between the Board of Regents of the University of Winnipeg and the University of Winnipeg Faculty Association.	

99.002

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Unveiling of Rutherford Plaque	1999	2 contact sheets 30 photographs : col. ; negatives	This file contains contacts sheets and 30 negatives related to the library ceremony for the unveiling of the Rutherford Plaque. Carol Shields is in some of the photographs.	


99.003

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Stimpson Science Fiction Collection	1999	3.5 cm of textural records	This file contains the Stimpson Science Fiction Collection Inventory, prepared by The University of Winnipeg Library.	

99.004 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Acquisitions Budget Report	1982	0.1 cm of textual records	This file contains records related to the acquisitions budget report.	
1	2	Monthly Book Budget Reports	1982 - 1983	0.8 cm of textual records	This file contains records related to the monthly budget allocation for library acquisitions.	
1	3	Summer Canada-Student Employment Program	1983	1.1 cm of textual records	This file contains records related to the application to the Summer Canada-Student Employment Program by the Library, including an application, a Guide to applicants, provincial insert sheet, Handbook for Employers and Guide to Project Bookkeeping and a newspaper article.	
1	4	Donations to the Library Collection	1985	2.2 cm of textual records	This file contains records related to monetary donations to the library for collection acquisitions, including thank you letters.	● This file contains records with personal information of donors to which access is restricted
1	5	Donations to the Library Collection	1985	2.6 cm of textual records	This file contains records related to monetary donations to the library for collection acquisitions, including thank you letters.	● This file contains records with personal information of donors to which access is restricted
1	6	Donations to the Library Collection	1985	1.2 cm of textual records	This file contains records related to monetary donations to the library for collection acquisitions, including thank you letters, bookplates and donor lists.	● This file contains records with personal information of donors to which access is restricted
1	7	Donations to the Library Collection	1986	2.5 cm of textual records	This file contains records related to monetary donations to the library for collection acquisitions, including thank you letters and lists of book titles acquired through the monetary donations.	● This file contains records with personal information of donors to which access is restricted

99.004 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	8	Donations to the Library Collection	1986	1.6 cm of textual records	This file contains records related to monetary donations to the library for collection acquisitions, including thank you letters and lists of book titles acquired through the monetary donations.	 This file contains records with personal information of donors to which access is restricted

99.010

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Telephone Directory & Library Emergency Procedures	1999	0.4 cm of textual records	This file contains the University of Winnipeg telephone directory 1999/2000 and a memorandum about Emergency Procedures agreed upon by the Library Policy & Planning Group	

99.018 Series 1 - Manuals

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Systems Study Report for Binding and Claiming Systems	1986	2.4 cm of textual records	This file contains the Systems Study Report for the Binding and Claiming Systems for the University of Winnipeg Library Periodicals Section.	
1	2	Systems Study Report for the Enhancement of Periodicals Automated System	1986	0.9 cm of textual records	This file contains records related to the University of Winnipeg Periodicals Automated System, including a systems study report and correspondence. The systems study was performed by The Top Guns.	
1	3	Automation Projects	1986 - 1987	0.4 cm of textual records	This file contains records pertaining to the Data Processing Project in the library's Periodicals Department, taken on by the students in Math 3901. Included in the This file is correspondence, data listed on perforated computer paper and handwritten notes. The project leader was Fred Kurnell.	
1	4	Project Completion Report	1986 - 1987	0.2 cm of textual records	This file contains the completion report for the University of Winnipeg Library's Automated Periodicals System.	
1	5	Project Completion Report Periodical Project Team	1986 - 1987	0.4 cm of textual records	This file contains records related to the binding and claiming systems of the serial department, including correspondence and the project completion report. The project leader was Ngozi ca. Anyamele.	
1	6	User Manual Econo-Binding System	1987	0.3 cm of textual records	This file contains the user manual for the Econo-Binding System for the University of Winnipeg Library's Serials Department.	
1	7	Maintenance Manual for Econo-Binding System	1987	0.8 cm of textual records	This file contains the maintenance manual for the Econo-Binding System for the University of Winnipeg Library's Serials Department.	
1	8	User Manual Claiming System	1987	0.5 cm of textual records	This file contains the user manual for the Claiming System for the University of Winnipeg Library's Serials Department.	

99.018 Series 1 - Manuals Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	9	Maintenance Manual for Claiming System	1987	0.8 cm of textual records	Fie contains the maintenance manual for the Claiming System for the University of Winnipeg Library's Serials Department.	
1	10	Detailed Design Report	1987	1.6 cm of textual records	This file contains records related to the enhancement of the University of Winnipeg Periodicals Automated System, including a detailed design report and correspondence. The detailed design report was performed by The Top Guns.	
1	11	User Guide for the Periodicals' Automated System	n.d.	0.5 cm of textual records	This file contains the user guide for the University of Winnipeg Periodicals Automated System. Included in the manual are guidelines for processing publications, invoices, suppliers, departments, reports and data base recovery.	
1	12	Maintenance Manual for the Automated Periodical System	n.d.	2.3 cm of textual records	This file contains the maintenance manual for the University of Winnipeg Library Automated Periodical System. Included in the manual are guidelines screen processes, account reports and data base descriptions.	
1	13	User's Manual for The Kardex System	n.d.	0.9 cm of textual records	This file contains the user manual for the Kardex System for the University of Winnipeg, Periodical Department.	

99.018 Series 2 - Professional Development

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
2	1	Conservation of Black and White Photographic Collections	1980	1.5 cm of textual records	This file contains two Technical Bulletins from the Canadian Conservation Institute dealing with the care of black and white photographs. Also included is the seminar "The Administration of Photographic Collections", photocopies of articles pertaining to photographic conservation and handwritten notes.	
2	2	Preservation, Conservation and Research	1980 - 1982	1.7 cm of textual records	This file contains photocopies of articles pertaining to preservation, conservation and research. Also included are samples of loan forms, a record of gift form and an accession register form from various institutions as well as a "Select Bibliography of Readings in Archival Science", suggestions for care of paper; Government of Canada information pamphlet on "Gifts and Taxation Donations in Kind" and correspondence.	
2	3	Exhibition Seminar	1980 - 1985	1.2 cm of textual records	This file contains records related to exhibit design of archival materials. Included is a manual "Archives & Manuscripts: Exhibits" by the Society of American Archivists, handwritten notes, and various photocopies of relevant articles.	

99.018 Series 2 - Professional Development Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
2	4	Archival Automation Conference	1981 - 1985	2.1 cm of textual records	This file contains records related to archival automation including a paper "Who About What or From Whence, Why and How: Intellectual Access Approaches to Archives and their Implications for National Archival Information Systems", articles pertaining to automation and archives, logistic information about the conference, handwritten notes, correspondence, photocopies of sample archival records, four Technical Bulletins from the Canadian Conservation Institute.	
2	5	Canadian Library Association Annual Conference	1983	1.3 cm of textual records	This file contains records related to the 38th annual conference of the Canadian Library Association held in Winnipeg, including brochures and maps of Winnipeg, conference program, CLA Today newsletters, annual general meeting agenda and workshop programs.	
2	6	3M	1983	0.7 cm of textual records	This file contains records related to 3M products, including brochures advertising various 3M products as well as two coloured overhead projector transparencies.	
2	7	Effective Women and the Changing Technology Conference	1983	2.5 cm of textual records	This file contains records related to the Effective Women and the Changing Technology conference.	
3	8	Canadian Library Association Conference The Dynamics of Supervision	1984	0.3 cm of textual records	This file contains records related to the CLA Conference the Dynamics of Supervision including, program outline, receipts, information on the supervisory role, motivating people and a bibliography.	
3	9	Canadian Studies	1984	0.5 cm of textual records	This file contains records related to Canadian Studies and grant program outlines such as the Research Tools Program. Also included in This file is a Manitoba Culture and Heritage newsletter, a financial statement for the Association of Manitoba Archivists and handwritten notes.	
3	10	Oral History Workshop	1984-1985	0.3 cm of textual records	This file contains records related to an oral history workshop presented by the Provincial Archives of Manitoba. This file contains all 18 handouts that were given to workshop participants.	
3	11	Manitoba Jobs Fund	1985	0.8 cm of textual records	This file contains brochures and pamphlets related to Manitoba Jobs Fund, from the Department of Manitoba Industry, Trade and Technology. Also included is information on an Education Technology Program and a Workplace Innovation Centre.	



99.018 Series 2 - Professional Development Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
3	12	Manitoba Joint Spring Library Conference	1985	0.3 cm of textual records	This file contains records related to the Spring Together, the Manitoba Joint Spring Library Conference including program outline and description, information on communication skills and a receipt.	
3	13	Special Libraries Association Annual Conference	1985	0.4 cm of textual records	This file contains the program and registration booklet from the 76th annual conference of the Special Libraries Association jointly sponsored with the Canadian Association of Special Libraries and Information Services.	
3	14	The Fundamentals of Records Management Conference	1985	0.9 cm of textual records	This file contains records related to the Fundamentals of Records Management conference, including a list of attendees, a questionnaire and an order form.	
3	15	Association of Records Managers and Administrators (ARMA) Seminar	1986	1.4 cm of textual records	This file contains records related to the Association of Records Mangers and Administrators (ARMA) seminar material pertaining to "Managing & Controlling the Creation of Business Records in Technology Intensive Office Environments", including handwritten notes, brochures and correspondence.	
3	16	Association of Records Managers and Administrators (ARMA) Seminar Two	1986	0.6 cm of textual records	This file contains records related to the Association of Records Mangers and Administrators (ARMA) seminar material pertaining to "A Realistic Look at the Modern Office", including handwritten notes, brochure, and seminar program outline.	
3	17	Assertiveness Training	1986	0.4 cm of textual records	This file contains records related to Assertiveness Training including a workbook "Assertiveness Training for Professionals" by Career Track Your Success Company, handwritten notes, a business card, brochures and a blank Certificate of Completion.	
3	18	Canadian Library Association (CLA) Seminar	1986	0.5 cm of textual records	This file contains records related to the CLA Conference - Libraries and Copyright - Lawmakers or Lawbreakers?, including certificate of attendance, list of attendees, article on Lawbreakers or Lawmakers, membership form, bookmark, information on copyright law and a bibliography.	
3	19	Manitoba Library Association Conferences	1980- 1988	1.3 cm of textual records	This file contains records related to the Canadian Library Association annual general meeting and the Manitoba Library Association conference "Career Planning, Career Management and Continuing Education". Also included is correspondence, brochures, receipts, information on active listening and receiving feedback, handwritten notes and newspaper article on copyright.	



99.018 Series 2 - Professional Development Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
3	20	Association of Records Managers and Administrators (ARMA) Seminar Three	1987	0.5 cm of textual records	This file contains records related to the Association of Records Mangers and Administrators (ARMA) seminar material pertaining to "Developing Effective Storage and Retrieval (Filing) Systems for All Media of Business Records", including magazine articles.	
3	21	Association of Records Managers and Administrators (ARMA) Seminar Four	1987	0.6 cm of textual records	This file contains records related to the Association of Records Mangers and Administrators (ARMA) seminar material pertaining to "Micro imaging Systems in Professional Records Management", including handwritten notes.	
3	22	DataThis file Filing Systems and Automated Records Management	1987	0.1 cm of textual records	This file contains records related to DataThis file filing systems including sample of alphabetic labels, correspondence and magazine articles pertaining to colour coded filing systems.	
3	23	National Library of Canada's Interlibrary Loan Service	1987	0.4 cm of textual records	This file contains records to the National Library of Canada's Putting the Pieces Together Interlibrary Loan Service program, including information on the Interlibrary Loan Protocol Project, news releases in French and English and a bibliography.	
3	24	Association of Records Managers and Administrators (ARMA) Seminar Five	1988	0.3 cm of textual records	This file contains records related to the Ass+D18ociation of Records Mangers and Administrators (ARMA) seminar material pertaining to "Determining Records Retention Requirements in Canada", including handwritten notes and a brochure.	
3	25	Association of Records Managers and Administrators (ARMA) Seminar Six	1988	0.4 cm of textual records	This file contains records related to the Association of Records Mangers and Administrators (ARMA) seminar material pertaining to "Successful Management of Personnel in Quality Records Management Programs", including an article from ARMA Quarterly entitled "An Introduction to Information Resource Management" and the ARMA 10th Anniversary (1978-1988) program outline.	
3	26	Copyright	1988 - 1990	0.9 cm of textual records	This file contains records related to copyright and how it pertains to libraries, including seminar updates, brochures and a newspaper article.	

99.020

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Archival Collections and Publication Listings.	1939 - 1991	0.5 cm of textual records	This file contains records listing archival collections and listings of publications that have been borrowed or are missing.	

00.018 .

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Voltaire Lecture	1987	0.2 cm of textual records	This file contains a copy of a lecture by Dr. Harcourt Brown from Brown University on the significance of Voltaire's Work (1987).	The original accession for this file was AC-2-3

00.031

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Background Information for Library Review	1990 - 1997	1.5 cm of textual records	This file contains background information for the Library review including a library mission statement, report & recommendations of the Presidential Task Force on Library Acquisitions Review Committee, report of the Task Force on Collections Development, report on Libraries in Transition, report for Plans for Future Development, the University of Winnipeg Library, Library Fines Policy and correspondence.	
1	2	Background Information for Library Review	1991 - 1998	1.2 cm of textual records	This file contains records related to results of a survey for library personnel, library budget, geography map library, minutes of Advisory Review Committee on the University Library, student comments of the internal review report on Academic information resources and the library, correspondence, fact sheet on the United Church Archives, statistical data pertaining to small Canadian University libraries, draft proposal survey for library staff and librarians,	
1	3	Library Fines	1994 - 1997	0.8 cm of textual records	This file contains records related to the University of Winnipeg Library fines, including policy & procedure, minutes and correspondence.	<div></div> <div>Some records in This file have restricted access. Some records in This file "Library Fines" contain private information.</div>
1	4	The Chronicle of Higher Education	1995 - 1997	0.5 cm of textual records	This file contains records related to the Chronicle of Higher Education including letters to the editor, submissions to the Point of View and various articles on libraries.	
1	5	Library Review Survey	1998	1.5 cm of textual records	This file contains records related to the Library Review Survey including hand written notes, various articles on electronic journals, correspondence, minutes of the Advisory Review Committee on the University Library and a draft of the Report of the Advisory Review Committee on the University Library,	

00.031 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	6	Library Review Survey	1998 - 1999	1.6 cm of textual records 3 computer disks	This file contains records related to a University of Winnipeg Library review survey including correspondence, faculty lists, survey forms and responses from faculty and students on the survey. Also in this file is an article "The Library of the Future" by David Raitt.	
1	7	Library Review Survey	1998 - 1999	1.1 cm of textual records 1 computer disk	This file contains records related to a University of Winnipeg Library review survey including internal review report on Academic Information Resources, the Library at the University of Winnipeg and a Report of the Advisory Review Committee on the University Library, internal survey responses and correspondence.	
1	8	External Review Team	1998 - 1999	0.8 cm of textual records	This file contains reports related to the external review of the University Library including a Report of the External Review Team of the University of Winnipeg Library, comments on external review recommendations, correspondence, minutes and a report of the finance committee.	
2	9	University of Winnipeg Library Board	1987 - 1989	1.2 cm of textual records	This file contains minutes and agendas of the University of Winnipeg Library Board.	
2	10	University of Winnipeg Library Board	1989 - 1990	1.0 cm of textual records	This file contains minutes and agendas of the University of Winnipeg Library Board.	
2	11	University of Winnipeg Library Board	1990 - 1991	0.7 cm of textual records	This file contains minutes and agendas of the University of Winnipeg Library Board.	
2	12	University of Winnipeg Library Board	1991 - 1992	0.9 cm of textual records	This file contains minutes and agendas of the University of Winnipeg Library Board.	
2	13	University of Winnipeg Library Board	1985 - 1992	0.4 cm of textual records	This file contains the by-laws and memberships lists of the University of Winnipeg Library Board.	
3	14	University of Winnipeg Library Committee	1993 - 1994	1.0 cm of textual records	This file contains the minutes and agendas of the University of Winnipeg Library Committee	
3	15	University of Winnipeg Library Committee	1994 - 1995	1.2 cm of textual records	This file contains the minutes and agendas of the University of Winnipeg Library Committee	
3	16	University of Winnipeg Library Committee	1995 - 1996	0.4 cm of textual records	This file contains the minutes and agendas of the University of Winnipeg Library Committee	
3	17	University of Winnipeg Library Committee	1996	0.9 cm of textual records	This file contains the minutes and agendas of the University of Winnipeg Library Committee	
3	18	University of Winnipeg Library Committee	1996 - 1997	0.4 cm of textual records	This file contains the minutes and agendas of the University of Winnipeg Library Committee	
3	19	University of Winnipeg Library Committee	1998	1.2 cm of textual records	This file contains the minutes and agendas of the University of Winnipeg Library Committee	
3	20	University of Winnipeg Library Committee	1999	0.2 cm of textual records	This file contains the minutes and agendas of the University of Winnipeg Library Committee	

00.031 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
3	21	University of Winnipeg Library Committee	1993 - 2000	0.6 cm of textual records	This file contains the membership lists of the University of Winnipeg Library Committee	
3	22	University of Winnipeg Library Review	1998	0.6 cm of textual records	This file contains records related to the University of Winnipeg Library Review, including correspondence and drafts of the review.	
3	23	University of Winnipeg Advisory Committee	1998 - 1999	0.2 cm of textual records	This file contains correspondence related to the University of Winnipeg Advisory Committee on the Library and Search for University Librarian	
3	24	University of Winnipeg Library Committee	1992 - 1998	0.2 cm of textual records	This file contains records related to the establishment of the University of Winnipeg Library Committee and sub-committees.	
3	25	<i>in edition</i> Newsletter	1990 - 1992	0.5 cm of textual records	This file contains issues of the University of Winnipeg newsletter in edition.	
3	26	<i>in edition</i> Newsletter	1995 - 1996	1.5 cm of textual records	This file contains issues of the University of Winnipeg newsletter in edition.	
3	27	<i>in edition</i> Newsletter	1997 - 2000	2.0 cm of textual records	This file contains issues of the University of Winnipeg newsletter in edition.	

00.045 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Copyright and Intellectual Property	1984 - 1990	1.6 cm of textual records	This file contains records related to copyright and intellectual property, including correspondence, news articles, reports, "Bill C-60 - the New Copyright Law", seminar and workshop notes and "Copyright: Questions and Answers" brochure from Consumer & Corporate Affairs Canada.	
1	2	Western Canada Pictorial Index (WCPI)	1985 - 1991	1.8 cm of textual records	This file contains records related to the Western Canada Pictorial Index (WCPI) Advisory Committee, including correspondence, proposed budget, minutes, policies and guidelines, request to fill staff vacancy, indexes, summaries, letters of endorsement, reports and a newsletter.	

00.046 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	The University of Winnipeg Manual	1969 - 1976	1.1 cm textual records	This file contains copies of the University of Winnipeg Manual.	
1	2	Continuing Education	1987	0.3 cm textual records	This file contains records related to Continuing Education, including brochures about the Certificate Program in Records and Information Management and the Certificate Program in Administrative Management.	

00.046 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	3	Budget	1994 - 2000	0.9 cm textual records	This file contains records related to the budget estimates for the University of Winnipeg for the years 1994 -1995 and 1999-2000.	
1	4	Faculty of Arts & Science Awards	1994 - 2000	0.5 cm textual records	This file contains records related to the Faculty of Arts & Science Awards, including the booklets for the Awards for the years 1994-1995, 1998-1999 and 1999-2000.	
1	5	Newsletters	1996 - 1998	0.4 cm textual records	This file contains the copies of the Newsletter for the Friends of the University of Winnipeg "demonstrating Excellence".	
1	6	University President Dr. Marsha Hanen	1998	0.2 cm textual records	This file contains records related to Dr. Marsha Hanen who was president of the University of Winnipeg from 1989 to 1999, including the report "Present's Annual Report to the Board of Regents" and the article "A Decade of Achievement".	

00.047 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Song Sheets	1936	1.0 cm of textual records	This file contains song sheets from Wesley College.	
1	2	United College Anniversaries	1946 - 1966	0.1 cm of textual records	This file contains records related to United Colleges 75th and 95th Anniversaries, including a program outline, tickets, envelopes, a program for the play "From this Valley" and correspondence.	
1	3	Newspaper Articles	1949 - 1993	0.1 cm of textual records	This file contains newspaper clippings entitled: "City Hall on College Site Seen: United Church Favors Option", "United College Development", "The United Tradition", "Archives undergoes facelift", Beds in Gallery", "25 Years Later" and "Pictorial Index at U of W hopes to modernize access".	
1	4	History of the Colleges and University	1959 - 1970	0.2 cm of textual records	This file contains records related to the history of the three colleges, including history of Manitoba College, Wesley College, United College and the University of Winnipeg.	
1	5	Newsletters	1965 - 1994	0.6 cm of textual records	This file contains newsletters from various organizations, including the United College Bulletin, British Archival Newsletter, Institute of Urban Studies, Friends of the Library Newsletter and in edition.	
1	6	Correspondence	1967 - 2000	0.8 cm of textual records	This file contains records related to correspondence dealing with reference requests, thank you letters, offers of material for the archives.	
1	7	Accessibility Report	1973	0.6 cm of textual records	This file contains a report entitled "The University of Winnipeg Students' Association Report on Barriers Confronting Physically Handicapped Individuals and Prime Corrective Procedures".	

00.047 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	8	Minutes	1982 - 1985	0.1 cm of textual records	This file contains minutes related to the Conference of Manitoba & Northwestern Ontario Archives Committee and the Alumni Council Homecoming Weekend.	
1	9	Legislative Library	1984	0.1 cm of textual records	This file contains records related to the closing of the Legislative Library to the public, including a press release and newspaper articles.	
1	10	Emergency Response Plan	1984 - 2002	1.7 cm of textual records	This file contains records related to the University of Winnipeg's Emergency Response Plan, including correspondence, a final draft copy of the Emergency Response Plan and a draft copy of the Collections Disaster Action/Recovery Plan Manual. Also included is a Disaster Plan Workbook prepared by the Preservation Committee of the New York University Libraries.	
1	11	Internal Correspondence	1985 - 1998	0.9 cm of textual records	This file contains records related to correspondence within the University of Winnipeg community, including memorandums to faculty, staff and the Board of Regents.	
1	12	Oral History	1988	0.1 cm of textual records	This file contains records related to oral history interviews, including "Agreements Regarding Oral History Interviews".	
1	13	Association of Manitoba Archivists (AMA) Education Program	1989 - 1994	0.2 cm of textual records	This file contains records related to the AMA's Education Program, including a brochure, a letter and an outline of the program.	
1	14	Business Continuity Plan	1998	0.2 cm of textual records	This file contains the University of Winnipeg Business Continuity Plan.	
1	15	Constance Rooke - Past University President	2000	0.4 cm of textual records	This file contains records related to Constance Rooke, including a speech given at the Summer Reading Program Orientation entitled "What Can I Say?" and part one and two of a document entitled "Strategic Vision for the University of Winnipeg: A Context Paper for Academic Planning in Arts & Science".	
1	16	Manual	2000 - 2001	0.2 cm of textual records	This file contains the Research Manual: Policy and Procedures by the University of Winnipeg.	
1	17	Advertising	n.d.	0.1 cm of textual records	This file contains advertising for the Success Business College and R.ca.A. Victor Globe Trotter Radios.	
1	18	Donated Books & Reels Statistics	n.d.	0.4 cm of textual records	This file includes a handwritten list of donated books as well as "Statistics of Pre-1970 Reels".	

00.048

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Library Policy and Planning Group	1986 - 2000	1.3 cm of textual records	This file contains records related to the Library and Policy and Planning Group including policies as well as the Library Mission Statement, various policies, drafts, guidelines, agreements and correspondence.	

00.049

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	University of Winnipeg Senate	1984 - 1985	1.1 cm of textual records	This file contains records related to the University of Winnipeg Senate, including agendas, minutes, correspondence relating to minutes, records of related committees, recommendations, reviews, reports, guides and leaflets.	

00.050

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Archival Acquisitions	2000	0.1 cm of textual records	This file contains records hand written notes related to archival acquisitions and their archival value.	

00.051

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Book Donations	1983 - 2000	0.4 cm of textual records	This file contains records related to the donation of books to the University of Winnipeg Library, including correspondence to donors, financial notes, appraisals, fact sheet and photocopies of book plates.	

00.052

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Book Donations	1980 - 2000	0.4 cm of textual records	This file contains correspondence related to the donation of books to the University of Winnipeg library.	

01.008

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Ten Year Development Plan	1986	0.3 cm of textual records	This file contains the final draft of the Ten Year Development Plan for the University of Winnipeg Library.	

01.021

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Collegiate Department	1934	0.1 cm of textual records	This file onists of a program for the Closing Exercises of the Collegiate Department in Convocation Hall, Wesley College, May 31st, 1934.	



01.026 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Canadian Architecture	1973, 2001	0.5 cm of textual records 1 computer disk	This file contains an issue of The Canadian Architect magazine that highlights the newly built Centennial Hall at the University of Winnipeg. Also includes a CD ROM disc titled Canadian Architecture - Material on University of Winnipeg.	

02.012

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Library Board	1974 - 1977	0.7 cm of textual records	This file contains records related to the Library Board, including agendas, minutes and correspondence.	
1	2	Library Board	1978 - 1979	1.4 cm of textual records	This file contains records related to the Library Board agendas, minutes, correspondence and a proposal entitled "Rare Books & Archives at the University of Winnipeg" (1978).	
1	3	Library Board	1980 - 1981	2.1 cm of textual records	This file contains records related to the Library Board, including agendas, minutes, correspondence and a proposal entitled "Rare Books and Archives at the University of Winnipeg" (1979).	
1	4	Library Board	1982 - 1984	2.1 cm of textual records	This file contains records related to the Library Board, including agendas, minutes, correspondence, as well as librarian and budget reports.	
1	5	Library Board	1985	1.2 cm of textual records	This file contains records related to the Library Board, including agendas, minutes and correspondence.	
1	6	Library Board	1986	0.9 cm of textual records	This file contains records related to the Library Board, including agendas, minutes, correspondence and projected acquisitions budget.	
1	7	Library Board	1987	1.3 cm of textual records	This file contains records related to the Library Board, including agendas, minutes and correspondence.	
1	8	Library Board	1988 - 1991	2.4 cm of textual records	This file contains records related to the Library Board, including agendas, minutes, correspondence and an appraisal of some of the library's rare books.	
2	9	Library Policy and Planning Group	1982 - 1983	1.7 cm of textual records	This file contains records related to the Library Policy and Planning Group, including agendas, minutes, correspondence and a report on an Automated Ordering System.	
2	10	Library Policy and Planning Group	1984 - 1985	1.1 cm of textual records	This file contains records related to the Library Policy and Planning Group, including agendas, minutes, correspondence and a manual entitled "Sirius: University of Manitoba Libraries Serials System".	

02.012 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
2	11	Library Policy and Planning Group	1986	2.1 cm of textual records	This file contains records related to the Library Policy and Planning Group, including the "Ten Year Development Plan for the University of Winnipeg Library, Preliminary and Final drafts, 1986-1995" and two articles entitled " Copyright Compliance" and "Copyright & Fee Based Copying Services".	
2	12	Library Policy and Planning Group	1987	1.4 cm of textual records	This file contains records related to the Library Policy and Planning Group, including a draft of the Collections Development Policy Statement.	
2	13	Library Policy and Planning Group	1988	1.2 cm of textual records	This file contains records related to the Library Policy and Planning Group, including agendas, minutes and correspondence.	
2	14	Library Staff Meetings	1977 - 1979	2.1 cm of textual records	This file contains records related to Library Staff Meetings and Library Staff Automation Meetings, including agendas, minutes, correspondence and an article entitled "The Growing Crisis in Serial Costs".	
2	15	Library Staff Meetings	1980 - 1982	1.1 cm of textual records	This file contains records related to Library Staff Meetings, including agendas, minutes, correspondence and a report entitled "Response to the Preliminary Proposal and Archives of the University of Winnipeg".	

03.002

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Advisory Committee on the Library Agendas and Minutes	1998-2001	2.4 cm of textual records	This file contains the agenda and minutes for the Advisory Committee on the Library with accompanying documentation pertaining to agenda and minute items such as Senate Library Committee (SLC) Membership list, including related correspondence.	
1	2	Advisory Committee on the Library Agendas and Minutes	2002-2003	1.3 cm of textual records	This file contains the agenda and minutes for the Advisory Committee on the Library with accompanying documentation pertaining to agenda and minute items such as Senate Library Committee (SLC) Membership list, including related correspondence.	

03.010 Series 1 - Records Management

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Association of Records Managers and Administrators (ARMA)	1986	2.1 cm of textual records	This file contains records related to the Association of Records Managers and Administrators (ARMA), including minutes, reports, correspondence, brochures as well as a variety of academic articles pertaining to records management.	
1	2	Association of Records Managers and Administrators (ARMA) Winnipeg Chapter	1986	0.9 cm of textual records	This file contains records related to the Association of Records Managers and Administrators (ARMA) Winnipeg Chapter. This file contains material pertaining to professional development programs "Managing & Controlling the Creation of Business in Technology Intensive Office Environments and "What is Records" Management?"	
1	3	Association of Records Managers and Administrators (ARMA) Winnipeg Chapter Seminars	1987	1.5 cm of textual records	This file contains records related to the Association of Records Managers and Administrators (ARMA) Winnipeg Chapter seminar material "Developing Effective Storage and Retrieval (Filing) Systems for all Media of Business Records" and "Micro imaging Systems in Professional Records Management".	
1	4	ARMA International and ARMA Winnipeg Chapter Conference and Anniversary Programs	1988	1.8 cm of textual records	This file contains records related to the Association of Records Managers and Administrators (ARMA) International and Winnipeg Chapter program material pertaining to "Information Retrieval System," "Tomorrow's Technology Today," "Determining Records Retention Requirements in Canada "and "Successful Management Records Management Programs" presented at the ARMA conference and anniversary conferences.	
1	5	Association of Records Managers and Administrators (ARMA) International	1992	2.6 cm of textual records	This file contains the proceedings of the Eighth Canadian Records Management Conference entitled "Is paperwork 'dragon' you down? Well We have the 'answer' as well as the conference session synopsis".	
1	6	Association of Records Managers and Administrators (ARMA) Winnipeg Chapter	1995	0.4 cm of textual records	This file contains records related to the Association of Records Managers and Administrators (ARMA) Winnipeg Chapter, including the membership roster, correspondence and Revenue Canada tax information pertinent to Books and Records Retention/Destruction.	

03.010 Series 2 - Papers

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Paper by Dr. William R. Converse	1987, 1988	0.3 cm of textual records	This file contains the paper "Libraries in the Information Marketplace" written by Dr. William R. Converse given as the Inaugural Address at the CLA Conference in Vancouver in 1987 as well as an Inaugural Address of the same title given at the CLA Conference in Halifax in 1988. Also included are articles pertaining to the paper's subject matter.	
1	2	Paper by Dr. William R. Converse	1989	0.2 cm of textual records	This file contains the paper "The Canada-U.S. Free Trade Agreement: Trans border Data Flow and the Future of Canadian Bibliographic and Numeric Databases" written by Dr. William R. Converse and presented at the Graduate School of Library and Information Studies, McGill University.	
1	3	Paper by Dr. William R. Converse	1989-1990	0.2 cm of textual records	This file contains the paper "Canada and the United States: Legal and Ethical Issues Relating to Trans border Data Flow (TDF) and the Canada-U.S. Free Trade Agreement (FTA)" written by Dr. William R. Converse and presented at the Third International Conference on the Application of the Micro-Computers in Information, Documentation and Libraries, University of Technology, Loughborough, England.	
1	4	Paper by Dr. William R. Converse	1994	0.1 cm of textual records	This file contains the paper "Libraries in Transition" written by Dr. William R. Converse and presented to the University Affairs Committee.	
1	5	Paper by Dr. William R. Converse	1995	0.1 cm of textual records	This file contains the paper "Electronic Archives, the Archives of the Future?" written by Dr. William R. Converse, prepared for the Association for Manitoba Archives.	
1	6	Paper by Dr. William R. Converse	1998	0.2 cm of textural records 1 computer disk	This file contains a floppy disk and a hard copy of the paper "The Digital Library and Beyond" written by Dr. William R. Converse.	
1	7	Paper by Dr. William R. Converse	n.d.	0.1 cm of textual records	This file contains the paper "Microcomputers in Academic Libraries: Current Applications & Future Impact" written by Dr. William R. Converse.	
1	8	Paper by Dr. William R. Converse	n.d.	0.2 cm of textual records	This file contains the paper "Global Communications: Access vs. Privacy" written by Dr. William R. Converse.	
1	9	Article by Dr. William R. Converse	1987	0.1 cm of textual records	This file contains a photocopy of an article titled "Debating Pornography" written by Dr. William R. Converse for the Winnipeg Free Press.	

03.010 Series 3 - Office of the President .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
3	1	President of the University of Winnipeg Dr. Marsha P. Hanen	1989-1999	1.5 cm of textual records	This file contains records related to Dr. Marsha P. Hanen who was president of the University of Winnipeg from 1989-1999, including correspondence, newspaper articles, a State of the University Presentation, President's Report to the Community	
3	2	President's of the University of Winnipeg Report to the Open Sessions of the Board of Regents	1996-1998	1.5 cm of textual records	This file contains the President's Report to the Open Session of the Board of Regents written by Dr. Marsha P. Hanen who was president of the University of Winnipeg from 1989-1999.	
3	3	President of the University of Winnipeg Dr. Constance Rooke	1999-2002	1.8 cm of textual records	This file contains records related to Dr. Constance Rooke who was president of the University of Winnipeg from 1999-2002, including correspondence, newspaper articles, President's Report to the Community, budget estimates, articles, Installation Address and a newsletter.	

03.010 Series 4 - Administration

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
2	1	Library Information Systems	1977-1995	0.6 cm of textual records	This file contains records related to Library Information Systems, including a "Proposal for Customized Mini Marc System", receipts and a contract between the Canada Institute for Scientific and Technical Information (CISTI) and the University of Winnipeg Library for access online to bibliographic data bases.	
2	2	Conferences	1984-1988	0.8 cm of textual records	This file contains records related to conferences attended by library staff, including information about the "International Information Management Congress," Assertiveness Training for Professionals," "Communications Workshop,"	
2	3	University of Winnipeg Library Handbook	1987	1.5 cm of textual records	This file contains records related to the Library Handbook, including printing acquisitions, corrections to previous library handbooks and samples of handbooks from other university libraries.	
2	4	CD-ROM	1987-1990	0.4 cm of textual records	This file contains reports and newspaper articles related to DC-ROMs.	
2	5	Rising Costs of Education	1987-1995	1.2 cm of textual records	This file contains newspaper articles related to the rising cost of post-secondary education, digital libraries and information technology.	
2	6	WatThis file Data Base Management Software	1988	0.3 cm of textual records 1 computer disk.	This file contains records related to WatThis file, including reports and handwritten notes.	

03.010 Series 4 - Administration Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
2	7	The Manitoba Joint Spring Library Conference	1989	0.4 cm of textual records	This file contains records related to the Manitoba Joint Spring Library Conference titled "Measuring Up: Roles and Resources for the '90's", including the program description, a timetable and handwritten notes.	
2	8	Quattro Pro	1992-1993	0.9 cm of textual records 1 computer disk.	This file contains records related to Quattro Pro training, including training notebooks, handwritten notes, correspondence, receipts and instructor evaluations.	
3	9	Post-Secondary Library Automation Project	1994	0.2 cm of textual records	This file contains records related to the Post-Secondary Library Automation Project including a meeting agenda as well as a draft of a "Request for Proposals for an Online Integrated Library System for the Manitoba Post-Secondary Automation Network"	
3	10	Council of Prairie & Pacific University Libraries (COPPUL)	1994-1995	0.5 cm of textual records	This file contains records related to the Council of Prairie & Pacific University Libraries (COPPUL), including correspondence and business plans.	
3	11	Integrated Library System	1994-1996	0.8 cm of textual records	This file contains records related to the Integrated Library System with information regarding the DRA implementation project, minutes and correspondence.	
3	12	Information Systems Management Corp. (ISM) Library Information Services	1994-1996	0.5 cm of textual records	This file contains records related to Information Systems Management Corporation (ISM) a library information service, including invoices and correspondence.	
3	13	Manitoba Library Consortium Inca. (MLCI)	1994-1995	0.1 cm of textual records	This file contains correspondence related to the Manitoba Library Consortium Inca. (MLCI).	
3	14	University of Winnipeg Library Budget	1994-1997	0.4 cm of textual records	This file contains correspondence related to Library Sessional Salaries Budget and Capital Budget.	
3	15	University of Winnipeg Students' Association	1995	0.1 cm of textual records	This file contains correspondence related to signage in the library pertaining to poster placement on campus.	
3	16	Library Fines Committee	1995	0.1 cm of textual records	This file contains records related to the Library Fines Committee, including correspondence and a draft of the Library Fines Policy.	
3	17	Photocopying	1995	0.1 cm of textual records	This file contains correspondence related to purchasing library equipment with photocopying income.	
3	18	Outsourcing	1995	0.3 cm of textual records	This file contains correspondence related to outsourcing technical processing in the library as well as an outsourcing cataloging.	

03.010 Series 4 - Administration Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
3	19	Statistics	1995-1996	0.2 cm of textual records	This file contains records related to Data Liberation Initiative from Statistics Canada and Enrolment Statistics for the University of Winnipeg	
3	20	Association of Universities & Colleges of Canada (AUCC)	1995-1996	0.2 cm of textual records	This file contains correspondence related to the Association of Universities & Colleges of Canada (AUCC).	
3	21	Media	1995-1996	0.1 cm of textual records	This file contains correspondence related to media budgets and media staffing.	
3	22	Copyright	1995-1999	0.1 cm of textual records	This file contains records related to copyright issues, including newspaper articles, and information about a workshop on copyright law and licensing in Canadian Universities	
3	23	Management Studies	1996	0.6 cm of textual records	This file contains records related to Management Studies' courses taken by library staff, including correspondence, assignments, course outlines and handwritten notes.	
3	24	Universities Incentive Fund Proposal	1996	0.1 cm of textual records	This file contains correspondence related to the Universities Incentive Fund Proposal: the Manitoba Academic Libraries Web.	
3	25	University of Winnipeg Website	1996	0.1 cm of textual records	This file contains correspondence pertaining to the engagement of a coordinator to implement and improve the University of Winnipeg website.	
3	26	Human Resources	1996	0.1 cm of textual records	This file contains records related to Human Resource issues, including correspondence pertaining to absentees due to a snow storm.	
3	27	Strategic Planning Committee	1996	0.1 cm of textual records	This file contains correspondence related to requests for input by the Strategic Planning Committee of the University of Winnipeg.	
3	28	Stimpson Science Fiction Collection RESTRICTED	1996	0.2 cm of textual records	This file contains records related to the Robert James Stimpson Science Fiction Collection, including correspondence, appraisals of the collection and copied excerpts from Robert James Stimpson's will.	<div></div> <div>Restricted</div>
3	29	The University of British Columbia Master of Library and Information Studies Program's Practicum Program. RESTRICTED	1996-1997	0.1 cm of textual records	This file contains records related to the University of British Columbia Master of Library and Information Studies Program's Practicum program, including correspondence from the University of BC to the University of Winnipeg.	<div></div> <div>Restricted</div>
3	30	Public Speaking Seminar	1997	0.4 cm of textual records	This file contains records related to a Public Speaking Seminar held in October 1997.	
3	31	Cleaning Contract	1997	0.2 cm of textual records	This file contains a cleaning contract for the University of Winnipeg.	
3	32	W.D. Valgardson	1997	0.1 cm of textual records	This file contains records related to the writer W.D. Valgardson, including bibliographies and biographies.	



03.010 Series 4 - Administration Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
3	33	Miscellaneous	1985-1999	0.5 cm of textual records	This file contains correspondence regarding, job announcements, info on database products, campus newsletters, library hours, administrative inventory questionnaire and various correspondence related to the library.	
3	34	Conference Call	1987	1 audio cassette	This file contains one audio cassette of Bob Baker's Conference call of June 2, 1987.	

03.011 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Library Development and Review	1975 - 1998	0.9 cm of textual records	This file contains records pertaining to the University of Winnipeg Library's history, development and review, including a report entitled "Library History & Development of the University of Winnipeg Library", a report by the external review team, floor plans of the library and excerpts of a Disaster Action/Recovery Plan.	
1	2	Academic Development	1979	0.7 cm of textual records	This file contains a report entitled "Report of the Task Force on Academic Development" by the University of Winnipeg	
1	3	Copyright Seminar	1984	0.1 cm of textual records	This file contains records related to the Copyright Seminar.	
1	4	Annual Report	1984 - 1985	0.1 cm of textual records	This file contains the University of Winnipeg Library 1984/1985 Annual Report.	
1	5	University of Winnipeg Journals and Brochures	1984, 2000 - 2001	0.7 cm of textual records	This file contains issues of the Winnipeg Journal, The Uniter and the in edition as well as University of Winnipeg brochures and This file folder.	
1	6	University of Winnipeg Pamphlets and Brochures	1985 - 1991	2.0 cm of textual records	This file contains records pertaining to the University of Winnipeg, including pamphlets about bequest giving, sexual harassment, the Western Canada Pictorial Index (WCPI), fire & evacuation procedures, exploring the campus, as well as the Menno Simons College calendar for 1989-1990, the 56th Convocation program, the Directory of Resource Centres at the University, the Reciprocal Loan Privileges by COPUL and a booklet entitled "Your Future at the University of Winnipeg".	
1	7	Development Plan	1986 - 1995	0.5 cm of textual records	This file contains a report entitled "Ten Year Development Plan for the University of Winnipeg Library (1986-1995). Prepared by W.R. Converse, Chief Librarian.	

03.011 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	8	Resource Sharing Pilot Project	1987 - 1990	3.0 cm of textual records	This file contains records related to the Resource Sharing Pilot Project with the University of Manitoba, including minutes, correspondence, a questionnaire, the Library Resource Sharing Agreement between the University of Manitoba and the University of Winnipeg, statistics, reports, articles and hand written notes.	
1	9	Council of Federal Libraries	1988	0.3 cm of textual records	This file contains the keynote address delivered at the Council of Federal Libraries entitled "Federal Libraries in the Age of Supply-Side Economics" by William R. Converse, Chief Librarian of the University of Winnipeg.	
1	10	Human Resources	1989	0.7 cm of textual records	This file contains records pertaining to job descriptions and performance reviews, including a "Reference Review and Development Plan" reference guide, "New Position Description" forms and correspondence.	
1	11	Committee of Presidents or the Universities of Manitoba (COPUM) and The Universities Grants Commission (UGC)	1989	0.4 cm of textual records	This file contains a report entitled "Inter-Universities Cooperation: A Study Phase 1" by Michael Blonar Commissioned by: the COPUM and UGca.	
1	12	Space Requirement for the Library	1990	0.2 cm of textual records	The This file contains a paper entitled "Planning a New Library Facility at the University of Winnipeg: Space Requirements; A Working Paper".	
1	13	Collections Development	1990 - 1993	0.3 cm of textual records	This file contains records pertaining to Collections Development, including a report entitled " Report of the Task Force on Collections Development, and a "Collections Development Policy Statement."	
1	14	Fundraising and Donations	ca. 1990s	0.2 cm of textual records	This file contains two reports; one entitled "Monetary Value and Donations: Implications for Your Archives" and Fundraising and External Relations".	
1	15	Strategic Plan	1992, 1997	0.6 cm of textual records	This file contains a report entitled "Strategic Plan for the Nineties" by the University of Manitoba Libraries.	
2	16	University of British Columbia	1994	0.5 cm of textual records	This file contains a report entitled " Towards 2000 and Beyond: A Progress Report and Self Study	
2	17	Budget Estimates	1996 - 1998	1 cm of textual records	This file contains the 1996-1997 and the 1997-1998 Operating Budget Estimates for the University of Winnipeg.	
2	18	Trust and Endowment Accounts	1996 - 2000	1.5 cm of textual records	This file contains records related to the University of Winnipeg's Trust and Endowment accounts, including general ledger detail trial balances as well as correspondence.	

03.011 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
2	19	Emergency Response Plan	1998	0.8 cm of textual records	The This file contains records related to the University of Winnipeg Emergency Response Plan, including a draft of the Plan, correspondence and hand written notes.	
2	20	Council of Prairie and Pacific University Libraries (COPPUL) Statistics	1999	0.9 cm of textual records	This file contains records related to the statistics of the Council of Prairie and Pacific University Libraries (COPPUL).	
2	21	Information Literacy	2000	0.3 cm of textual records	This file contains records related to Information Literacy, including correspondence and a review of "Information Literacy as a Liberal Art" and a booklet entitled "Information Literacy Competency Standards for Higher Education".	

03.012 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Senate Membership & Senate Committee Membership	1965 - 1968	0.1 cm of textual records	This file contains records related to the membership of the Senate and the Senate Committees, including names of members and proposed members.	
1	2	Agendas and Minutes	1966 - 1968	1.6 cm of textual records	This file contains records related to the agenda and minutes of the United College Senate and the University of Winnipeg Senate.	
1	3	Enrolment and Course Statistics	1966 - 1968	0.2 cm of textual records	This file contains records related to course enrolment, including statistics of the course enrolment.	
1	4	Collegiate Division	1966 - 1970	0.1 cm of textual records	This file contains records related to the Collegiate Division, including statistics, a report to the senate and an academic calendar.	
1	5	Admission Requirements	1967	0.1 cm of textual records	This file contains records related to the admission requirements for students graduating directly from high school and as mature students.	
1	6	Universities Establishment Act	1967	0.1 cm of textual records	This file contains records related to the rules and regulations for the University of Winnipeg's government.	
1	7	Convocation	1967 - 1968	0.4 cm of textual records	This file contains records related to convocation at the University of Winnipeg, including lists of academic awards, scholarships, bursaries, graduating students and a check list.	

03.012 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	8	Correspondence	1967 - 1968	0.2 cm of textual records	This file contains correspondence related to Senate meeting agendas and minutes, the need for Psychiatric nursing courses, appointments to the Board of Teacher Education and Certification, maintaining a Catholic School of Nursing, possible affiliation with Mennonite Brethren College of Arts and student representation on the Senate.	
1	9	Grading System	1967 - 1968	0.1 cm of textual records	This file contains records related to the grading system for the University of Winnipeg as well as examination results from the Faculty of Theology, and a "Policy on Re-Evaluation of Course Marks.	
1	10	Arts and Science Studies Committee	1967 - 1969	0.3 cm of textual records	This file contains records related to the Arts and Science Studies Committee, including reports and a "Proposal Re: Examiners and Readers."	
1	11	Committee Reports	1967 - 1969	0.4 cm of textual records	This file contains records related to committee reports of the Senate, including reports from the Senate Consultative Committee, the Senate Committee on Student Representation, the Honours and Graduate Studies Committee, Academic Awards Committee, the Committee of Dates of Senate Meetings, the Library Committee, the Curriculum Committee, the Special Committee on Institute of Urban Studies, the Winnipeg School Division Advisory Committee on Community Colleges and the Committee on the Nature and Role of the University. Also included a report entitled "The Need for a Counselling Service."	
1	12	Departmental Curriculum	1967 - 1969	0.7 cm of textual records	This file contains curriculum records related to the departments of Physical Education, Mathematics, Sociology, Geography, Classics, English, Economics, History, German, Religious Studies, Psychology, Philosophy and French. Also included a preliminary April exam timetable, (n.d.).	
1	13	Board of Regents	1968	0.1 cm of textual records	This file contains a statement by the Board of Regents.	
1	14	Course requirements and Grades	1968	0.1 cm of textual records	This file contains two reports. One is entitled "Interim Regulations", and "Points of Contention Between the Universities".	
1	15	Academic Calendar	1968 - 1969	0.1 cm of textual records	This file contains records related to the academic calendar, including correspondence and a list of due dates throughout the academic year.	
1	16	Biographical Material	n.d.	0.1 cm of textual records	This file contains biographical material of local politicians, businessmen and clergymen.	

05.023 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Faculty Council of Arts and Sciences (FCAS) Library Committee	1976 - 1984	2.0 cm of textual records	This file contains records related to the Faculty Council of Arts and Sciences (FCAS) Library Committee, including reports, minutes and correspondence.	
1	2	Automated Catalogue Support	1976 - 1990	0.3 cm of textual records	This file contains records related to Automated Catalogue Supports, including an article entitled "Developing Academic Library Decision Support Systems", correspondence and statistics.	
1	3	Library Extended Hours	1977 - 1978	0.1 cm of textual records	This file contains the actual cost for extended weekend hours as well as the circulation rate.	
1	4	Departmental Book Budget Allocations	1977 - 1989	0.9 cm of textual records	This file contains records related to the allocation of books to the various departments in the university, including budget requests, reports, proposals and correspondence.	
1	5	Periodicals	1978 - 1984	0.6 cm of textual records	This file contains records related to the library's periodical collection, including budgets, cancellations lists, price lists and subscription lists per department. Note: some of the records have no date.	
1	6	Library Space	1981	0.1 cm of textual records	This file contains records related to library stack ranges, including correspondence entitled, "Concern about Narrowing of Book Stack Range Aisles" and Loading in Library Stack Area".	
1	7	Dr. Robin H. Farquhar	1984 - 1989	1.3 cm of textual records	This file contains both incoming and outgoing correspondence of Dr. Robin H. Farquhar, President of the University of Winnipeg from 1981 - 1989.	
1	8	Nominations	1984 - 1990	0.2 cm of textual records	This file contains records related to the nomination process, including reports by the Nomination Committee and correspondence.	
1	9	United Church of Canada	1986 - 1987	0.1 cm of textual records	This file contains records related to the United Church of Canada, including correspondence dealing with payments of the United Church Archives to the University of Winnipeg as well as a biography of church missionary, Edith Radley.	
1	10	The Senate	1986 - 1990	1.7 cm of textual records	This file contains the minutes of the Senate of the University of Winnipeg from 1986 to April 1990. Contained in the minutes are reports and correspondence.	
1	11	Pay Equity	1988	0.1 cm of textual records	This file contains correspondence related to the agreement reached by the Pay Equity Committee of the University of Winnipeg.	
1	12	Telephone	1988	0.1 cm of textual records	This file contains correspondence related to telephone coverage and etiquette.	
1	13	Exam Statistics	1989 - 1990	0.2 cm of textual records	This file contains correspondence related to student exam statistics by course.	

05.023 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	14	The Senate	1989 - 1991	0.7 cm of textual records	This file contains records related to the Senate of the University of Winnipeg, including final grades, reports, agendas, minutes and correspondence. Note This file is restricted.	<div></div> This file contains records from closed Senate Sessions to which access is restricted.
2	15	Senate - Academic Development & Curriculum Committee.	1990	0.6 cm of textual records	This file contains the University of Winnipeg Senate Report of the Academic Development and Curriculum Committee dated March 15, 1990.	
2	16	Senate - Academic Development & Curriculum Committee.	1990	0.6 cm of textual records	This file contains the University of Winnipeg Senate Report of the Academic Development and Curriculum Committee dated April 16, 1990.	
2	17	Senate - Academic Development & Curriculum Committee.	1990	0.9 cm of textual records	This file contains the University of Winnipeg Senate Report of the Academic Development and Curriculum Committee dated October 9, 1990.	
2	18	Senate - Academic Development & Curriculum Committee.	1990	0.9 cm of textual records	This file contains the University of Winnipeg Senate Report of the Academic Development and Curriculum Committee dated November 19, 1990.	
2	19	Child Development and Child Care Program	1990	0.1 cm of textual records	This file contains records related to the Child Development and Child Care Program at the University of Winnipeg, including correspondence supporting the University's child care studies degree program.	
2	20	Council of Faculty of Theology	1990	0.1 cm of textual records	This file contains correspondence about recommended changes in the Master of Divinity program.	
2	21	Convocation	1990	0.1 cm of textual records	This file contains the 48th Convocation program.	
2	22	The Senate	1990 - 1991	1.1 cm of textual records	This file contains the minutes of the Senate of the University of Winnipeg from May 1990 to 1991. Contained in the minutes are reports and correspondence.	
2	23	Dr. Marsha P. Hanen	1990 - 1991	0.1 cm of textual records	This file contains correspondence from Dr. Marsha P. Hanen, including a guide for the media and an invitation to a holiday dinner.	

06.012

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Memorial Service Program	1981	0.1 cm of textual records	This file consists of two copies of program for the Memorial Service for Professor Victor L. Leathers at Theatre 3C00.	

08.012

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	University of Winnipeg Student Services Report	2000 - 2001	0.4 cm of textual records	This file contains a University of Winnipeg Student Services Report and the inaugural issue of the library newsletter Infoedge.	

09.004 .

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Religion and Life Week	1996 - 1998	1.3 cm of textual records	This file contains records related to the Religion and Life Week lecture series, including correspondence and program organizational details.	
1	2	Religion and Life Week	1996 - 1998	1.0 cm of textual records	This file contains records related to the Religion and Life Week lecture series, including financial information such as general ledger detail trial balance sheets and payment vouchers.	
1	3	Convocation Address	1997	0.1 cm of textual records	This file contains Gordon A. McKinnon's Convocation Address as well as correspondence pertaining to the convocation.	
1	4	Religion and Life Week	1998 - 2000	1.2 cm of textual records	This file contains records related to the Religion and Life Week lecture series, including correspondence and program organizational details.	
1	5	Religion and Life Week	1998 - 2000	1.0 cm of textual records	This file contains records related to the Religion and Life Week lecture series, including financial information such as general ledger detail trial balance sheets and payment vouchers.	
1	6	Religion and Life Week	2000 - 2007	2.6 cm of textual records	This file contains records related to the Religion and Life Week lecture series, including correspondence and program organizational details.	
1	7	Religion and Life Week	2001- 1997	0.1 cm of textual records	This file contains records related to the Religion and Life Week lecture series, including correspondence and program organizational details. Note This file is restricted.	● This file contains the SIN numbers of participants to which access is restricted.
1	8	Religion and Life Week	2001 - 2007	1.2 cm of textual records	This file contains records related to the Religion and Life Week lecture series, including financial information such as general ledger detail trial balance sheets and payment vouchers.	
1	9	Publications	2002 - 2005	0.2 cm of textual records	This file contains publications related to Religion and Life Week lecture series, including the German-Canadian Studies Newsletter, the Uniter, Globe and Mail, (in) edition and Becoming Human: on Theological Anthropology in an Age of Engineering Life.	



11.013

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	1	Manitoba Library Event	1982	6 photographs : col. ; 9.0 cm X 13.0 cm	This file contains photographs of the exhibit "Prairie School Days" that was on display at the Centennial Library. The exhibit was books from the Mary-Louise Pickering-Thomson education collection.	
1	2	Card Catalogue	1983	12 photographs : col. ; 12.5 cm X 17.5 cm	This file contains photographs of the last manual expansion of the Card Catalogue before automation.	
1	3	Automation	1983	8 photographs : col ; 12.5 cm X 17.5 cm and 9.0 cm X 13.0 cm 0.01 cm of textual records	This file contains photographs of the Technical Processing : Cataloguing UTLAS, the new automation system for the library. Also included an article from the University of Winnipeg Bulletin "Library automates to keep current" and "Library computer speeds access".	
1	4	Archives Week	1983	4 photographs : col ; 9.0 cm X 13.0 cm	This file contains photographs from the Archives Week at the Provincial Archives. Displays include exhibits from the Ukrainian Cultural Centre, University of Winnipeg Archives and the United Church Archives.	
1	5	Homecoming Weekend	1985	2 photographs : col ; 9.0 cm X 13.0 cm	This file contains photographs of displays of the University's Athletics from 1883 - 1985 at the University of Winnipeg Homecoming Weekend.	
1	6	Library Renovations	1986	5 photographs : col ; 9.0 cm X 13.0 cm 0.01 cm of textual records	This file contains photographs of the renovations that took place in the library in the summer of 1986. Also included an article in the In Edition "Library News".	
1	7	I-29 Red River Valley Group	1987	1 photograph : col ; 9.0 cm X 13.0 cm 0.01 cm of textual records	This file contains a photograph of the I-29 Red River Valley Group meeting in the board room of Wesley Hall. The group is comprised of Library Directors and Senior Librarians from Manitoba, North Dakota, South Dakota and Minnesota who meet every 6 months to share expertise and to discuss Library issues.	
1	8	Newspaper Project Reception	1987	3 photographs : col ; 9.0 cm X 13.0 cm 0.01 cm of textual records	This file contains 3 photographs of the Newspaper Project Reception held at the Legislative Library Reading Room. Included are photographs of Judy Wasylycia-Leis, Minister of Culture, Heritage and Recreation and Don Mills the City Librarian.	
1	9	Voltaire Display	1987	1 photograph: col ; 9.0 cm X 13.0 cm	This file contains one photograph of a Voltaire Display with photographs and text.	
1	10	Library Staff in the News	1983 - 1986	0.1 cm of textual records	This file contains records related to articles about Library staff.	
1	11	Library Funding and Cutbacks	1984 - 1987	0.2 cm of textual records	This file contains records related to articles about cutbacks and to libraries in general as well as the University of Winnipeg Library that was forced to cut back hours of operation in 1984/1985 due to lack of funding.	

11.013 Continued

Box	This file	Title	Date	Physical Description	Scope and Content	Notes
1	12	Library Renovations Controversy	1985	0.1 cm of textual records	This file contains articles about the renovations at the University of Winnipeg Library and controversy over the lack of student input.	
1	13	Miscellaneous Articles	1986, 1991	0.1 cm of textual records	This file contains two articles. "Pagoda perils" is about an art installation in the outside library enclosure and "A Second Language Anyone?" is about continuing education.	

18.009 .

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	History of Libraries	1990	1 VHS videocassette	This file contains a VHS videocassette titled "The University of Winnipeg Library Video Project." The film features Blake Taylor, Theatre and Film professor, discussing the history of libraries while in the University of Winnipeg Library. Running time is 16.5 minutes.	

18.022 .

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Commemorative Plaque	1965	1 plaque	A commemorative plaque honouring The Rev. and Mrs. John Wesley Runions Memorial Book Collection as gifted by their children.	

19.019 .

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Volleyball Tournament	Thursday, May 14, 1987	22 photographs : col. print ; 9 X 13 cm 1 card : 5 X 9 cm	This file contains colour photographs of the Univesity of Winnipeg Staff and Faculty Forum Social and Recreational Committee's Volleyball Tournament. The photographs mostly depict the staff from the Library participating in the Volleyball Tournament. Also in the this file is paper ticket to the tournament that reads: " <i>The University of Winnipeg Staff and Faculty Forum Social and Recrational Committee Volleyball Tournament Thursday, May 14, 1987 5:00 pm - 10:00 pm - Athletic Centre Admission &amp; Dinner - \$3.00</i> "	

19.019 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	2	In Edition Articles	Monday, June 8, 1987	3 pp of textural records	This file contains articles from the University of Winnipeg's newsletter <i>in edition</i> . The articles are titled " <i>Learning Resource Centre Established</i> " and " <i>The First Annual Faculty Staff Volleyball Tournament</i> " There is also an image of Joe Yuen of the University of Winnipeg Alumni Association Fundraising Committee presenting a cheque to Dr. Bill Converse and Coreen Koz from the Library. As well there is a photograph of Joe Yuen, Dr. Bill Converse and an unidentified women and a photocopy of a computer printout with highlighted " <i>100,000th record filed.</i> "	
1	3	CAUT (Canadian Association of University Teachers) Defence Fund	November-87	1 photograph : col. print ; 9 X 12. 5 cm 1 pp of textural records	This file contains one photograph of an unidentified man standing at a podium. Also in this file is a photocopy of an article titled " <i>CAUT Defence Fund meets to review financial strategies.</i> "	
1	4	The University of Winnipeg Journal	1987	3 pp of textural records	This file contains an articles from the University of Winnipeg Journal titled " <i>Brown Presents KEHL Edition to Library,</i> " " <i>U of W Librarian Elected President of CLA</i> " and " <i>Learning Resource Centre Established.</i> " Also in this file is a an image of the 1937 Wesley Collegiate Yearbook Staff in the Upper Library and an image of the 1977 Rock Climb	
1	5	Photographs of Library	1936, 1988	2 photographs : b&w print ; 10 X 15 cm and 10 X 16 cm	This file contains two photographs, one titled " <i>Newton Display Library Mezzanine February, 1988,</i> " and " <i>Lower Library circ. 1936.</i> "	
1	6	Wine and Cheese Reception	Friday, October 30, 1987	3 photographs : b&w prints ; 10 X 15 cm and 12.5 X 17.5 cm 1 pp of textural records	This file contains images from a Wine and Cheese Reception in the Library. Included in the file is an invitation that reads " <i>President Robin H. Farquhar cordially invites you to A Wine and Cheese Reception in recognition of recent contributions to the Library Friday, October 30, 1987 4:00 - 5:30 P.M. The University of Winnipeg Library 4th Floor - Centennial Hall 515 Portage Avenue R.S.V.P. by Oct. 26 - 786-9801</i> "	
1	7	Library Christmas Party	Christmas 1987	3 photographs : col. print ; 9 X 13 cm 1 pp of textural records	This file contains 3 photographs from the Library Christmas party in 1987.	
1	8	Painting Exhibition	Monday, December 4, 1989	1 pp of textual records	This file contains one article titled " <i>Professor Emeritus Celebrates 10th Anniversary of Painting Exhibitions</i> ".	
1	9	Friends of the Library Newsletters	1989-1994	0.04 cm of textual records	This file contains issues of the <i>Friends of the Library Newsletter</i> with various articles about library staff and contributors.	
1	10	Library Staff	Wednesday, May 29, 1991	2 photographs : col. prints ; 10 X 14.5 cm	This file contains two colour photographs of unidentified library staff sitting at their desks in the the library.	

19.019 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	11	in edition Newsletters	1992-1993	0.5 cm of textual records	This file contains issue of <i>in edition</i> newsletter with various articles about library staff and contributors.	
1	12	Western Canadian Pictorial Index	Wednesday September 1, 1993	1 pp of textual records	This file contains a newspaper clipping of an article titled " <i>Pictorial Index at U of W hopes to modernize access</i> " from the <i>Winnipeg Free Press</i> .	
1	13	Chinese Art	Saturday January 28, 1995	1 pp of textual records	This file contains a newspaper clipping of an article titled " <i>Chinese art lets men cross language barrier</i> " from the <i>Winnipeg Free Press</i> .	
1	14	Kathy Buschhasen's Retirement Party	Friday, March 5, 1999	5 photographs : col. print ; 10 X 15 cm 1 photograph : col. print ; 10 X 10 cm	This file contains colour photographs of Kathy Buschhasen's Retirement Party. Kathy Bucshhasen worked in the Library at the University of Winnipeg. The photographs were in an envelope in the photograph album.	
1		The University of Winnipeg Library Video Project	n.d.	3 videocassettes (21 min.) : VHS	Items are three VHS videocassette titled "The University of Winnipeg Library Video Project." The film features Blake Taylor, Theatre and Film professor, discussing the history of libraries while in the University of Winnipeg Library.	
1		Philosophy Lecture and Discussion	n.d.	2 audiocassettes	Items are two audio cassettes with philosophy lecture and discussion. Audio cassettes are labeled Tape 1 and Tape 4. Both tapes have a pieces of paper taped to the inside of the audio cassette case with typed text that read " <i>Tape 1 Side 1 Introduction Part 1 : Avoiding the False Dialect - Culture vs. Commerve (James Lorimer) Side 2: Respondents : John Defoe &amp; Kent Kerecke. Quesion Period,</i> " and " <i>Tape 4 Side 1: Part IV: (Continued) General Discussion/Conclusion</i> "	Cassettes have not been listened to
1		Dr. Brown - Volutaire Collection	Thursday, January 22, 1987	1 audiocassettes	Item is an audio cassette with a post-it note insid the case that has handwriting that reads " <i>Dr. Brown Jan 22/87 "Voltaire Collection"</i> "	

19.020 .

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Kenneth and Alice Hamilton Galleria	1995, 2009	0.3 cm of textual records	This file contains correspondence regarding the death of Dr. Kenneth Hamilton and donations made to the Library in his name. Also in this file is an excerpt from the " <i>Friends of the Library Newsletter</i> " concerning the dedication of the " <i>Kenneth and Alice Hamilton Galleria</i> " on the Library mezzanine.	
1	2	Senate Library Committee (SLC) and Senate Advisory Subcommittee on the Library (SASOL)	2005-2009	1 cm of textual records	This file contains correspondence, minutes and agendas related to various topics including budgets and funding. Also in the file is one report about "Membership of the Ad Hoc Committee on Senate Standing Rules."	

19.020 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	3	Web Support for Research	2009	4 pp of textual records	This file contains initiatives for web support for research and correspondence regarding research related funding.	
1	4	Archives and Special Collections	2008-2009	0.7 cm of textual records	This file contains correspondence regarding donations to and from the Library, fee structure for the WCPI, a renovation wish list and a planning and priority list, and a report on preservation needs. All items in this file pertain to the Archives.	
1	5	Budget	2009	0.4 cm of textual records	This file contains correspondence regarding the budget and the e-resource cuts.	
1	6	Coger Donation	2007-2009	1. 3 cm of textual records	This file contains correspondence and reports related to the Coger Donation of books in African Studies. Also in this file is a report of mould found on some of the books.	
1	7	Collection Issue	2008-2009	0.2 cm of textual records	This file contains correspondence related to the vandalism of Library magazines and pricing of various subscriptions.	
1	8	Storage	2009	0.2 cm of textual records	This file contains correspondence related to the possibility of installing compact storage for the Eckhardt Gramatté Collection. This file also has information on shelving from Parks Canada.	
1	9	Copyright	2007-2008	0.3 cm of textual records	This file contains correspondence related to copyright policies dealing with scanning and e-reserves in the Library.	
1	10	COPPUL (Council of Praire and Pacific University Library)	2006-2009	0.3 cm of textual records	This file contains a list of COPPUL members from 2008, minutes from a 2009 meeting, 2006 Strategic Plan and correspondence welcoming Dr. Linda Dietrick to COPPUL.	
1	11	Donors and Fundraising	2006-2009	0.2 cm of textual records	This file contains correspondence related to fundraising with the University of Winnipeg Foundation as well as donations to the Coger collection and the Eckhardt Gramatté Collection. This file also contains various articles about fundraising.	
1	12	Emergency Managment Plan / Emergency Protocol	1988, 2009	0.4 cm of textual records	This file contains correspondence related to emergency preparedness in the Library and the Archives. This file also contains a Security/Threat Assessment report an, Emergency Management Framework reportand notes on Emergency Protocols and Fire Alarm Safety Instructions.	

19.020 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	13	Library Council	2008-2009	0.4 cm of textual records	This file contains minutes related to location of the Eckhardt Gramatté Collection, laptops for Circulation Staff, library services for Indigenous Peoples, replacing "Missing and Lost and Paid Books Policy" and Emergency Response Protocols. This file also contains a budget for books in 2009 and a report titled "Library Councils in Canadian Academic Libraries: A Summary of Repsonses."	
1	14	LPPG (Library Planning and Policy Group)	2008-2009	0.2 cm of textual records	This file contains a draft of a "Library Borrowing Policy," and a policy on "Library Facility Use." Also in this file are minutes related to "Missing and Lost and Paid Books Policy," borrowing privileges and the library website.	
1	15	MLCI (Manitoba Library Consortium Inc.)	2008-2009	0.7 cm of textual records	This file contains correspondence related to access to the Winnipeg Free Press archives no longer being available and the EBSCO Information Services database proposal for the MLCI. This file also contains minutes from the MLCI concerning budget proposal for 2009-2010, membership lists and licensing issues. The minutes/reports are also contained in this file from the AGM of the MLCI for 2008 and 2009 and the 2008 MLCI Financial Statements.	
1	16	Lib Qual Survey	2008-2009	0.1 cm of textual records	This file contains correspondance related to the Lib Qual survey of the Library as well as draft notes and asummary on the comments on the survey.	
1	17	Annual Reports	2001-2008	0.6 cm of textual records	This file contains annual reports from the Library for 2006-2007 and 2007-2008. This file also contains circulation annual reports for 2002-2003, 2003-2004,2004-2005.	
1	18	Library Renovation Ideas/Information	2003-2009	0.5 cm of textual records	This file contains correspondence, articles and advertizements related to ideas about library space and furniture. This file also contains the "Amendment to the Bernice Blazewicz Pitcairn Learning Common Irrevocable Challenge Pledge Agreement."	
2	19	Library Renovations	2005-2009	1 cm of textual records	This file was created by Karen Hunt. This file contains a proposal for a "Centennial Hall Learning Commons" and background information about library renovations.	
2	20	Learning Commons and Library Planning	1998-2008	1.2 cm of textual records	This file was created by Karen Hunt. This file contains a proposal entitled " <i>Library Ancillary Fee, Renovation and Renewal</i> " and background information on library ancillary fees and learning commons.	

19.020 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
2	21	Systems and Media Services	2008-2009	1.5 cm of textual records	This file contains correspondence related to joint projects such as Spruce Library System (catalogue system) and Prairie Synergies (information network system) that the Library partnered with other libraries.	
2	22	Library Space Analysis	1986-2009	1.4 cm of textual records	This file contains a " <i>Department Space Analysis Survey</i> " and space recommendations for the Library. Also in this file is the description of the role of the Space Management Office.	
2	23	Red River College Agreement for Practicum	2008	3 p. of textual records	This file contains the signed " <i>Agreement for Practicum</i> " between Red River College and the Univerisity of Winnipeg.	
2	24	Sustainability Award	2008-2009	0.2 cm of textual records	This file contains the nomination form for the "Campus Sustainability Recognition Award" and correspondence related to nominating the Library.	
2	25	Staff Salaries	2009	0.2 cm of textual records	This file contains spreadsheets of Library staff salaries and is restricted.	<div></div> Restricted
2	26	Job Descriptions	2009	0.5 cm of textual records	This file contains Library staff vacancy listings and various Library job descriptions.	

21.018 .

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Senate Library Committee (SLC) Meeting Material	July - December 2003	4 p. of textual records	File contains documents related to the Senate Library Committee meetings. Includes agendas and minutes.	
1	2	Senate Library Committee (SLC) Meeting Material	January - September 2004	1 cm of textual records	File contains documents related to the Senate Library Committee meetings. Includes agendas, minutes, correspondence and budgets.	
1	3	Senate Library Committee (SLC) Meeting Material	May 2005 - Mar 2006	0.7 cm of textual records	File contains documents related to the Senate Library Committee meetings. Includes agendas, minutes, correspondence, memorandum, budgets, summaries and graphs with import to SLC issues.	
1	4	Senate Library Committee (SLC) Meeting Material	February to May 2007	0.2 cm of textual records	File contains documents related to the Senate Library Committee meetings. Includes agendas, minutes, correspondence and reports with import to the SLC issues.	
1	5	Senate Library Committee (SLC) Meeting Material	November 2008 - January 2010	6 p. of textual records	File contains documents related to the Senate Library Committee meetings. Includes agendas, minutes, appendixes and excerpts with import to the SLC issues.	
1	6	Senate Library Committee (SLC) Membership Lists	March 2000 - November 2005	0.3 cm of textual records	File contains lists of the membership of the Senate Library Committee (SLC).	
1	7	Structure and Mandate Senate Library Committee (SLC)	May 1999, April 2007	0.2 cm of textual records	File contains documents related to the establishment of the Senate Library Committee. Includes Senate Standing Rules as well as a mandate with import to the Senate Library Committee.	



21.018 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	8	Establishment of Senate Library Committee (SLC) and Advisory Committee on the Library (ACOL)	May 1999, June 2005	0.1 cm of textual records	File contains a memorandum from the Vice President (Academic) and minutes from the Senate related to the establishment of a Senate Library Committee (SLC) and an Advisory Committee on the Library (ACOL)	 Briefing Note is marked Confidential
1	9	Advisory Committee on the Library (ACOL) Correspondence	1999 - 2005	1.1 cm of textual records	This file contains documents related to the Advisory Committee on the Library (ACOL). Includes correspondence pertaining to welcoming new members, member representation, list serve subscribers, budgets, eResources, Information Literacy, Canadian Copyright Act, learning resource group and ACOL website.	
1	10	Advisory Committee on the Library (ACOL) Meeting Material	November 1999 - December 2002	0.9 cm of textual records	File contains documents related to the Advisory Committee on the Library meetings. Includes agendas, minutes and correspondence.	
1	11	Advisory Committee on the Library (ACOL) Meeting Material	February 2003 - October 2003	1.1 cm of textual records	File contains documents related to the Advisory Committee on the Library meetings. Includes agendas, minutes, attendance sheets, budgets, advertisements and history of (JSTOR) journal storage.	
1	12	Advisory Committee on the Library (ACOL) Meeting Material	February 2004 - February 2005	0.8 cm of textual records	File contains documents related to the Advisory Committee on the Library meetings. Includes agendas, minutes, correspondence, journal storage (JSTOR) title lists, membership lists, ACOL Mandate drafts and "Savoir" newsletter.	
1	13	Advisory Committee on the Library (ACOL) Membership Lists	September 1999 - April 2005	0.1 cm of textual records	File contains lists of the membership of the Advisory Committee on the Library (ACOL).	
1	14	Senate Advisory Subcommittee on the Library (SASOL) Correspondence	2005 - 2007	0.2 cm of textual records	File contains correspondence related to the Senate Advisory Subcommittee on the Library. Includes member representation, budget information, annual report and welcoming new members and transferring back issues from off site back to the U of W campus.	
1	15	Senate Advisory Subcommittee on the Library (SASOL) Meeting Material	October 2005 - February 2009	0.2 cm of textual records	File contains documents related to the Senate Advisory Subcommittee on the Library. Includes agendas, minutes (including from the first meeting), attendance sheets, allocations for books, correspondence, and annual report.	
1	16	Senate Advisory Subcommittee on the Library (SASOL) Membership Lists	2005 - 2008	6 p. of textual records	File contains lists of the membership of the Senate Advisory Subcommittee on the Library (SASOL).	
1	17	Structure and Mandate of the Senate Advisory Subcommittee on the Library (SASOL)	June-05	2 p. of textual records	File contains draft copies of the review of structure and mandate approved by the Senate of the Senate Advisory Subcommittee on the Library (SASOL).	
1	18	Librarians Strategic Review	November 2011 - January 2012	0.1 cm of textual records	File contains minutes related to the Senate Library Committee meetings and an agenda and questionnaire for the University of Winnipeg Strategic Review Steering Committee.	

21.018 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	19	Faculty Library Representatives - Signing Authority	September 2002 - October 2005	0.3 cm of textual records	File contains lists of the Faculty Library Representatives with signing authority.	
1	20	Library Subject Specialists	November 2000 - September 2005	0.1 cm of textual records	File contains lists of Library Subject Specialists	
1	21	Information Literacy Across the Curriculum	August-03	6 p. of textual records	File contains the document titled " <i>Information Literacy Across the Curriculum</i> " created by the Senate Library Committee.	
1	22	Library Fund Allocation Formula	2003 - 2009	0.6 cm of textual records	File contains a summary related to the Library Fund Allocation Formula. Includes correspondence, budgets, comparison of databases and formulas for library allocations.	
1	23	Library Collection Manager Model	January 6, 2010	2 p. of textual records	File contains a briefing note titled " <i>University of Winnipeg Library Collection Manager Model</i> "	
1	24	Senate Library Committee on CD ROM	2001-2005	1 CD ROM 4 p. of textual records	This file contains one CD ROM titled " <i>Senate Library Committee (SLC) 2001-2005</i> ." Includes printout of file names on the CD ROM such as minutes, mandate, membership and acquisitions.	The CD ROM has not been read.
1	25	Library Related Articles	2007-2009	0.1 cm of textual records	This file contains articles related to collection management in the digital age as well as a summary annual report.	
1	26	Changing Face of Post-Secondary Education	n.d.	4 p. of textual records	File contains notes related to teaching, learning and research for online and e-content resources for the library.	
1	27	Frequently Asked Questions by Departmental Library Representatives	February 21, 2007	0.2 cm of textual records	This file contains information related to faculty requesting library material for their designated departments.	
1	28	eCommons: Research Institutional Repository - Official Launch	Monday, June 26, 1905	0.7 cm of textual records	File contains documents related to the " <i>eCommons: Research Institutional Repository</i> ", official launch. Includes correspondence, attendance sheet, screenshots of the website, poster, information booklet and a handbook.	
1	29	Advisory Committee on the Library (ACOL) and the Library Board on CD ROM	1989 - 2005	1 CD ROM 5 p. of textual records	File contains a CD ROM titled "Advisory Committee on the Library (ACOL) and Library Board." Includes printout of file names on the CD ROM such as minutes, mandate, membership and schedules.	The CD ROM has not been read.
1	30	Library Book Funds	2000 - 2007	0.2 cm of textual records	File contains of spreadsheets related to accounts for the library book funds.	
2	31	Trust and Endowment Funds Correspondence	2001 - 2008	0.5 cm of textual records	File contains of correspondence, related to Library trust funds. Includes a blank Term of Reference form for establishing a Fund.	
2	32	Trust and Endowment Funds Finanicals	2001-2002, 2005-2006	0.5 cm of textual records	File contains of reports and general ledger detail trial balances for the University of Winnipeg Trust and Endowment Trust	

21.018 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
2	33	Financial Status: Departmental Budgets	2002 - 2008	0.8 cm of textual records	File contains lists of Financial Status related to Departmental Budgets. Note: some of the lists are not dated.	
2	34	Handwritten Notes	2000, 2001, 2007	0.1 cm of textual records	File contains of handwritten notes related to trust funds, budgets and other information pertaining to trust funds endowments and expenditures. Note: some of the notes are not dated.	
2	35	Newsletters	2000 - 2006	0.4 cm of textual records	File contains of newsletters, both digital and analog, related to library journals, knowledge networks, scholarly publishing, purchasing electronic information, merger of scientific publishers and arising journal subscription prices.	
2	36	Subscriptions and Licensing	2008	4 p. of textual records	File contains of subscriptions related to Brill, and Micromedia ProQuest and licensing related to the Canadian National Site Licensing Project.	
2	37	Databases	2000 - 2009	0.1 cm of textual records	File contains of lists databases subscriptions held by the library as well as spreadsheets of expenses of said databases.	
2	38	Restricted and Unrestricted Trust and Library Book Funds	1999 - 2010	0.5 cm of textual records	File contains of spreadsheets related to budgets for restricted and unrestricted trust fund accounts.	
2	39	Library Budgets/Departmental Budgets	2002 - 2009	0.4 cm of textual records	File contains of various budgets related to the library. Includes departmental and non-department book budgets, adjusted budgets, summary budgets and budgets for capital, acquisitions and other spending.	
2	40	Acquisitions Budget Meeting Material	2007	7 p. of textual records	File contains of financials from Acquisitions Budget Meetings. Includes spreadsheets and handwritten note.	
2	41	Collections Development	2000, 2007	2 p. of textual records	File contains of an agenda and approval plans for collection development.	
2	42	Storage	2002, 2007	6 p. of textual records	File contains of correspondence related to the storage of journals and periodicals.	
2	43	LPPG (Library Planning and Policy Group) Meeting Material	2004	0.1 cm of textual records	File contains of documents related to the Library Planning and Policy Group meetings. Included agendas and minutes.	
2	44	Report of the Advisory Review Committee on the University Library	November-98	0.1 cm of textual records	File contains of a summary report and recommendations on future policy directions for the University of Winnipeg Library.	
2	45	Student Survey	2001	0.2 cm of textual records	File contains a sample of a student survey about their experiences with the information and library services at the University of Winnipeg. Includes a summary of the results of the survey.	
2	46	University of Winnipeg Library and Information Services	2000 - 2002	4 p. of textual records	File contains of sample of the University of Winnipeg Library and Information Services various website pages	




21.018 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
2	47	ARL Supplementary Statistics	1998 - 1999	0.3 cm of textual records	File contains of a statistical report by the Association of Research Libraries about how much librairies spend on electronic resources in the United States.	
2	48	Public Food and Beverage Policy	October 13, 1999	1 p. of textual records	File contains of the University of Winnipeg Library Public Food and Beverage Policy.	
2	49	Workshops and Training	2001 - 2002	0.2 cm of textual records	File contains handouts for staff and student training and workshops in Information Literacy and instruction in computer use.	
2	50	Statistics	1999, 2004	0.2 cm of textual records	File contains of statstistics for journal, circulation, computer and departmental spending.	
2	51	Listings	n.d.	0.3 cm of textual records	File contains a listing of journals, books and videos for the library. There are no dates on the documents, however the videos are dated 1983-1984 and the books, 1952 - 2000.	
2	52	COPPUL (Council of Prairie & Pacific University Libraries)	2000	3 p. of textual records	File contains of correspondence related to priorities of e-resources and renewals withing the COPPUL consortium.	
2	53	Library Capital Campaign	2003 - 2004	3 p. of textual records	File contains notes related to the University of Winnipeg Library Capital Campaign and library funds - capital accounts.	
2	54	Reed Elsevier - Harcourt Deal	2000	1 p. of textual records	File contains of correspondence related Reed Elsevier buying Harcourt General Inc., a textbook publisher.	
2	55	Library Mentorships	n.d.	1 p. of textual records	File contains of a note related to a new program in the library that awards students in their last year of their degree to those participating in the Library Mentorship Program.	
2	56	Insititute of Urban Studies Library	n.d.	1 p. of textual records	File contains of a note related to the background of the institute of Urban Studies Library	
2	57	Telephone Books	2009 - 2010	1 cm of textual records	File contains two "YouofW" telephone books.	
2	58	Organizational Structure	June 28, 2000	1 p. of textual records	File contains a chart of the organizational structure of the University of Winnipeg library staff.	
3	59	1994 Maclean's Survey	1994	4 p. of textual records	File contains correspondence and survey findings for the library, for the <i>Maclean's</i> Magazine's annual university rankings program.	
3	60	1996 Maclean's Survey	1996	3 p. of textual records	File contains correspondence and survey findings for the library, for the Maclean's Magazine's annual university rankings program.	
3	61	Machleans Survey Library Data	1997	0.1 cm of textual records	File contains correspondence and survey findings for the library, for the Maclean's Magazine's annual university rankings program.	
3	62	1998 Maclean's Survey	1998	0.3 cm of textual records	File contains correspondence and survey findings for the library, for the Maclean's Magazine's annual university rankings program.	

21.018 Continued

Box	File	Title	Date	Physical Description	Scope and Content	Notes
3	63	1999 Maclean's Survey	1999	0.2 cm of textual records	File contains correspondence and survey findings for the library, for the Maclean's Magazine's annual university rankings program.	
3	64	Maclean's Questionnaire 2000	2000	0.2 cm of textual records	File contains correspondence and survey findings for the Maclean's Magazine's annual university rankings program.	
3	65	Maclean's Questionnaire 2001	2001	0.3 cm of textual records	File contains correspondence and survey findings for the Maclean's Magazine's annual university rankings program.	
3	66	Maclean's Questionnaire 2002	2002	0.2 cm of textual records	File contains correspondence and survey findings for the Maclean's Magazine's annual university rankings program.	
3	67	Maclean's 2005	2005	0.4 cm of textual records	File contains correspondence and survey findings for the Maclean's Magazine's annual university rankings program.	
3	68	Draft of the University of Winnipeg Vol. 1: A History of the Founding Colleges Chapters 1 - 5	2009	1.5 cm of textual records	File contains a draft copy of the University of Winnipeg Vol. 1: A History of the Founding Colleges: Chapters 1 - 5; with corrections by Karen Hunt, Acting University Librarian. Includes the Table of Contents.	
3	69	Draft of the University of Winnipeg Vol. 1: A History of the Founding Colleges Chapters 6 -9	2009	1.6 cm of textual records	File contains a draft copy of the University of Winnipeg Vol. 1: A History of the Founding Colleges: Chapters 6 -9; with corrections by Karen Hunt, Acting University Librarian.	
3	70	Draft of the University of Winnipeg Vol. 1: A History of the Founding Colleges Chapters 10 - 13	2009	1.0 cm of textual records	File contains a draft copy of the University of Winnipeg Vol. 1: A History of the Founding Colleges: Chapters 10 - 13; with corrections by Karen Hunt, Acting University Librarian.	
3	71	Draft of the University of Winnipeg Vol. 1: A History of the Founding Colleges Chapter 14	2009	0.6 cm of textual records	File contains a draft copy of the University of Winnipeg Vol. 1: A History of the Founding Colleges: Chapter 14 and Appendix 1 - 3. Includes Appendix 1- 3, Notes and Bibliography; with corrections by Karen Hunt, Acting University Librarian.	

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Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Accessibility Plan 2016-2017	2016-2017	0.1 cm of textual records	File contains the Accessibility Plan for the University of Winnipeg in the years 2016-2017. The Plan was 'instituting the first standard under the Accessibility for Manitoban Act (AMA)."	
1	2	Make An Impact 2018/2019 Viewbook	2018-2019	0.3 cm of textual records	File contains the Make and Impact 2018/2019 Viewbook. The document was geared to attract students to attend the University of Winnipeg.	
1	3	Uwinnipeg	2016	0.2 cm of textual records	File contains an issue of the Uwinnipeg magazine from the sprin of 2016. On the cover is "Indigenous Inclusion, Integrating Knowledge, Perspectives and Worldview into our Curricula and Culture."	
1	4	The Uniter	November 23,2017	0.2 cm of textual records	File contains an issue of The Uniter from November 23,2017. An article titled "Spoken Word Between the Stacks" is included in the issue.	
1	5	Library Budget - Dean of the Library	2012-2013	1.6 cm of textual records	File contains the Library Budget notes from the Dean of the Library. Included are current spending, acquistions, salaries, trust funds, FRX drill down and collection formula.	 Restricted contains staff salaries.
1	6	Library Budget - Dean of the Library	2013-2014	0.3 cm of textual records	File contains the Library Budget notes from the Dean of the Library. Included are acquisitions, working papers and salaries.	 Restricted contains staff salaries.
1	7	Library Budget - Dean of the Library	2014-2015	0.9 cm of textual records	File contains the Library Budget notes from the Dean of the Library. Included are spending per month, salaries and correspondence.	 Restricted contains staff salaries.
1	8	Collection Managers Meetings	2005-2011	2.4 cm of textual records	File contains correspondence, minutes, sample policies and presentation notes. Included are future of libraries - effect of technology notes, collection technology notes, collection manager - colloborative model notes, print assets - administration and management notes and digital assets - administration and management notes.	
1	9	Senate Library Committee	2000-2012	3.6 cm of textual records	File contains Linwood DeLong's Senate Library Committee notes. Included are minutes, library fund allocation formulas, articles on collection management, correspondence, and budgets.	

24.02 .

Box	File	Title	Date	Physical Description	Scope and Content	Notes
1	1	Library Self-Guided Tour	February 21, 2024	0.3 cm of textual records	File contains two Library Self-Guided Tour brochures that were created for the students visiting from secondary school during the University of Winnipeg's Open House.	

























