

University of Washington, Business Services records

Inventory

Accession No: 86-093

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W.U. ASSISTANT VICE PRESIDENT FOR BUSINESS
Accession No. 86-93

INVENTORY

<u>Box</u>	<u>Series</u>	<u>Folders</u>	<u>Dates</u>
			(The collection spans the dates 1977-83 unless otherwise indicated.)
1	ORGANIZATIONAL FEATURES		1970-74
	GENERAL CORRESPONDENCE Tarr, Alan K. (Assistant Vice President for Business)		
	MEMORANDA <u>Staff Memorandum</u>	2	1970-72
	FINANCIAL RECORDS Auditing Federal Internal Capital Planning Operating Budget Reductions Statements Commodore-Duchess Apartments Parking System Sand Point Homes University Housing System W.U. Intercollegiate Athletics Department	3	1971, 1979 1971 1970, 1971 1971 1971 1980-81
	TECHNICAL REFERENCE MATERIALS Land Use Decisions: Appeal Procedures (City of Seattle) Land Use Permit-Review Procedures (City of Seattle) A Summary of Land-Use Approval Submittal Requirements (City of Seattle) Performance Audit; Report No. 74-2; Passenger Motor Vehicles used in Conducting State Business (Washington. Legislative Budget Committee) Procedures for Using Outside Consultants		1980 1980 1980 1974 1984
	SUBJECT SERIES Buchwald, Art (clippings: Buchwald and other humorists) Campus Coffee Shops Campus Conduct Policy Campus Telephone System Client Survey Computer/Computing--General		 1969-70

<u>Box</u>	<u>Series</u>	<u>Folders</u>	<u>Dates</u>
1 (cont.)	SUBJECT SERIES (continued)		
	Contracts Between:		
	W.U. Regents and King County Hospital Trustees		1967
	W.U. Regents and W.U. Harborview Medical Center Trustees		1969
	Crime Prevention Council		1970
	Decentralization Study (U.W. Campus)		
	Delegation of Authority		
	Demolition of Buildings		1972, 1982
	Energy Conservation		
	Hangar for Atmospheric Sciences Research Aircraft		
	Hospital Recharges		
2	Management by Objectives and Results		
	Management Reporting		
	Master Projects File System: Proposed		
	Mount St. Helens--Restricted Zones		
	National Association of College and University Business Officers (NACUBO)--Capital Renewal Study		
	Operational/Performance Audit		
	Parking Regulations		1967-72
	Petty Cash Substation		
	President's Residence: Repairs		
	Purchasing/Accounts Payable System--Functional Specifications		
	Salaries		1970, 1980
	Short Term Investment		1970-71
	Telescope Enclosure Project--Architect Selection		1984
	Transportation--Planning (Parking, etc.)		1985
	Travel Regulations		1971
	University Handbook/Executive Orders--Revision		1975
	Walker-Ames Room Guidelines		
	W.U. Daily--Publication Controversies		
	W.U. Electrical Engineering Department--Redistricting Contract		
	W.U. Graduate and Professional Student Senate (GPSS)--Financial Support		
	W.U. Vice President for Student Affairs--Sports Programs: Agreements for Use of Facilities		1972-80
	W.U. Washington Public Interest Research Group (WashPIRG)--Funding		

Subgroups

	W.U. Communications Services		
	General Correspondence		1971-84
	Client Survey		
	Directory Information System		
	Mail Services		
	Office Machines and Copier Coordinator		
3	Stenographic Service Bureau		

<u>Box</u>	<u>Subgroups</u>	<u>Folders</u>	<u>Dates</u>
3 (cont.)	W.U. Communications Services (continued)		
	Telecommunications (includes correspondence, reports, and planning papers)	7	1977-86
	Telecommunications--University Hospital	2	
	Telephone Recharge Plan		
	Telephone Switchboard		
4	Telephone Switchboard--Relocation		
	Use Tax		
	W.U. Communications Services. Printing Department		
	General Correspondence		1980-84
	Reports		1982-84
	W.U. Continuing Education		1966-80
	W.U. Facilities Planning and Construction Department		
	General Correspondence (includes project planning papers)		
	Big Beef Creek Fisheries Research Station		
	Local Public Works Employment Act of 1976		1976
	Major Institutions Policy (City of Seattle)		
	Primate Field Station (Medical Lake)		
	Richardson, Robert E. (Portage Bay Property)		
	University District Rezoning		
	Vivarium Farm		
	Wind Tunnel		
	W.U. Grant and Contract Services		
	Small and Disadvantaged Businesses		
	W.U. Hospital		
	Internal Audit		
	Long Range Plan		
5	W.U. Housing and Food Services Office		
	General Correspondence (includes planning papers and reports)		
	"A Profile of the Department of Housing and Food Services"		
	Audit Reports		1964-83
	Child Care		1972-83
	Commodore-Duchess Apartments Renovation		
	Conferences		
	Eviction (RESTRICTED; filed in box 13)		1975-84
	Family Housing Unit 6		
	Family Housing Fire Safety		
	Food Services		1974-83
	Housing Bonds		
	Housing Rate Increases		
	Management Internship Program		
6	Personnel (RESTRICTED)		
	Residence Halls		

<u>Box</u>	<u>Subgroups</u>	<u>Folders</u>	<u>Dates</u>
6 (cont.)	W.U. Housing and Food Services Office (continued) Residence Halls--Fire Safety Residence Halls--Telephones Russian House Sand Point Homes Student and Family Housing Student Housing Study Student Union Building (HUB) Union Bay Village Vending Machines West Campus Apartments		1968-84
7	W.U. Intercollegiate Athletics Department W.U. KUOW-FM Radio W.U. Libraries W.U. Personnel Services Department General (includes correspondence and planning papers) Staff Human Rights Staff Personnel Office Renovation W.U. Physical Plant Department Organizational Features Central Stores Use Coach House--University Hospital Custodial Problems Cogeneration Agreements (Seattle City Light) Compressed Natural Gas Conversion East Central Area Transportation Plan Energy Conservation--Staff Memorandum Reports Gasoline and Mileage Reduction Handicapped Transportation Milfoil Weed Office Building Addition Personnel Problems--Jody McCrackin (RESTRICTED; filed in box 13) Sexual Harrassment Sexual Harrassment--Survey Material Physical Plant Women's Task Force U-Trans (University Transportation Program)		1973-84 1963-81 1964-81 1966-68, 1974 1974-81 1976-81 1975-83 1975-83
8	Utilities Vanpool Washington State Industrial Safety and Health Act (WISHA) W.U. Police Department General Correspondence Long Range Plan; 1980-85 Crime Prevention Calendar (Planning) Disaster Planning Football Games 911 Program (enhanced) Northwest Second Harvest	3	 1979-86 1968-83 1972-85 1984

<u>Box</u>	<u>Subgroups</u>	<u>Folders</u>	<u>Dates</u>
8 (cont.)	W.U. Police Department Personnel (RESTRICTED; filed in box 13) Retirement		1976-85
9	State Standards and Goals Project University and Seattle Police Departments' Liaison Van Blaricom Controversy (RESTRICTED; filed in box 13) Washington Association of Sheriffs and Police Chiefs--Funding		1969
9	W.U. Purchasing Department General Correspondence ANAC Contract (for purchase of a polarized ion source system for the Nuclear Physics Laboratory) Boycotts Campus Services--Purchasing Stores Equipment Ownership Financing Language Lab System Personal Services Contracts Travel	3	1978-86
10	Women and Minority Owned Businesses	3	1980-86
	Washington. Minority and Women's Business Enterprises Office General (includes correspondence, reports, procedures, planning papers, etc.) Interim Goals and Procedures		
	W.U. Advertising Task Group		
	W.U. Affirmative Action Program General Correspondence, Policy Minority Manpower	2	1970 1970-72
	W.U. Arboretum. Advisory Committee General (includes correspondence and planning papers) Plans and Reports of the Arboretum	2	1971-85
11	W.U. Campus Art Collection Committee		1975-80
	W.U. Campus Safety Projects Committee		
	W.U. Campus Transportation and Grounds Projects Committee		
	W.U. Communications Planning Committee General (includes correspondence, planning papers, etc.) Reports Telecommunication Proposal Request Telecommunication Vendor Information Request Reference Materials (includes reports)	6 3	1983-85 1984 1984 1984 1983-84
	W.U. Consolidated Laundry. Advisory Board		

<u>Box</u>	<u>Subgroups</u>	<u>Folders</u>	<u>Dates</u>
12	W.U. Delegations Task Group (<u>re</u> delegation of authority)		
	W.U. Facilities and Services Faculty Council		1975-80
	W.U. Facilities Use Committee		1964-81
	W.U. Grants and Contract Research Faculty Council		1979-85
	W.U. Health Sciences Personnel Matters Advisory Committee (Ad Hoc)		
	W.U. Institutional Support Services Review Task Force		
	W.U. Labor Negotiations Policy Committee		
	W.U. Plant Operations and Maintenance Review Task Force		
	W.U. Purchasing/Accounts Payable System Development Steering Committee		
	W.U. Sand Point Committee (Ad Hoc)		1970
	W.U. Services and Activities Fees Committee	4	1972-85
13	W.U. State Environmental Policy Act Advisory Committee		
	W.U. Student Insurance Review Committee		
	W.U. Student Residences Advisory Committee		
	W.U. Transportation Advisory Committee	2	1980-85
	W.U. University Historical and Architectural Landmarks Advisory Committee		
	W.U. Vice President for University Relations and Development Advisory Review Committee		
	City-University-Community Advisory Committee		
	Higher Education Computing Consortium Board		1975-85
	University Area Transportation Task Force	2	1978-86
	(end of subgroups)		

Box

Folders Dates

13 (cont.)

RESTRICTED FILES

The following restricted materials were listed
above and are located in box 13:

W.U. Housing and Food Services Office--Eviction

W.U. Physical Plant Department--Personnel Problems:
Jody McCrackin

1976-83

W.U. Police Department

Personnel

Van Blaricom Controversy

1976-85