

Records of the University of Washington School of Medicine. Associate Dean for
Academic Affairs

Inventory

Accession No: 89-107

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INVENTORY WORK SHEET

OFFICE OF THE DEAN
SCHOOL OF MEDICINE, SC-54
UNIVERSITY OF WASHINGTON
SEATTLE, WA 98195

Accession
89-107

accessioned as
W.U. Medicine School. associate Dean
for Academic Affairs

Date 12-7-88

RECORD SERIES Reading File	COLLEGE OR ADMINISTRATIVE UNIT School of Medicine
DATES 1984-1986	DEPARTMENT OR OFFICE Ass't. Dean for Student Affairs (Assoc. Dean for Academic Affairs)*
VOLUME .33 cu. ft.	SOURCE OF MATERIAL Jolene McDaniel, Academic Affairs
ANNUAL ACCUMULATION 2-3 inches	OFFICE LOCATION (BUILDING, ROOM NUMBER) Health Sciences A-348
NUMBER AND SIZE OF FILES, DRAWERS OR DOCUMENTS 8 letter size files	REPRESENTATIVE (NAME, TITLE AND PHONE) Rebecca Pixler Records Officer 3-1515 x29

DESCRIPTION (TITLE, TYPES OF MATERIAL, NATURE AND DATES OF THE RESPONSIBILITIES OF CREATING OFFICE OR OFFICER, SUBJECTS COVERED, DUPLICATION, MISSING OR PURGED MATERIAL)

Outgoing letters and memoranda of Assistant Deans for Student Affairs Barbara Kirby and John Yergan. Some material (recommendations of students for various programs) may be slightly sensitive.

CONDITION OF RECORDS

Order: Excellent
 Good
 Fair
 Poor

Physical: Excellent
 Good
 Fair
 Poor

ARRANGEMENT

Alphabetical
 Numerical
 Chronological
 Subject
 Other _____

TYPES OF MATERIAL

<input type="checkbox"/> Bound	<input type="checkbox"/> Memorabilia	<input type="checkbox"/> Newspapers
<input type="checkbox"/> Cards	<input type="checkbox"/> Photographs	<input type="checkbox"/> Phono Discs
<input type="checkbox"/> Charts	<input type="checkbox"/> Plans	<input type="checkbox"/> Slides
<input checked="" type="checkbox"/> Correspondence	<input type="checkbox"/> Print Outs	<input type="checkbox"/> Scrapbooks
<input type="checkbox"/> Film	<input type="checkbox"/> Publications	<input type="checkbox"/> Blueprints
<input type="checkbox"/> Forms	<input type="checkbox"/> Subject Files	<input type="checkbox"/> Microfilm
<input type="checkbox"/> Maps	<input type="checkbox"/> Tapes	<input type="checkbox"/> Other: _____

INDEX, FINDING AIDS OR FILE GUIDES

NOTES * The School of Medicine subsumes Student Affairs under Academic Affairs. Archivaly, it could be an independent entity.

Early release to Archives authorized by Student Affairs.

Rebecca Pixler, 12-7-88

