Accession Number: A-2010-23

Record Group #

Division: Academic Affairs
Sub-Division: College of Humanities and Social Sciences
Department: English
Title: Miscellaneous
Date span: 1993-
Physical description: Print. 0.25 linear ft. (1 12½x10½x2½ box)

Restrictions on access: Unrestricted access if accompanied by the University Archivist or the Archivist’s designee.

Terms governing use and reproduction: Special restrictions apply. May be removed from the Archives Room for photocopying in the library but may not be removed from the Library building.

Location: Archives A-Row 3-Section 2-Shelf-1

Related collection in other repositories:

Description: Files include correspondence and minutes of departmental meetings, departmental faculty handbooks, and the criteria for the Romein Award for Excellence in Academic Writing “named for the late English professor, Dr. Tunis Romein, whose lifelong pursuit of student excellence in writing served as inspiration for the award.” Most files are incomplete.

Arrangement: Chronologically within folders

<table>
<thead>
<tr>
<th>Box</th>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Correspondence</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Departmental Meeting Minutes</td>
</tr>
</tbody>
</table>
| 3   |        | English Department [Faculty] Handbook  
|     |        | April, 2003 |
| 4   |        | Romein Award for Excellence in Academic Writing |