

UNIVERSITY *of* PENNSYLVANIA



The University Archives  
and Records Center

A Guide to the  
Council of Deans/Undergraduate Deans Records  
1896-1975

1.0 Cubic feet

UPA 11

Prepared by Terry Snyder

1994

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**PROVENANCE**

Board of Deans materials found in Archives in 1979 (79:41) and transferred by Marion Malakoff, 1987 (87:25). Committee of Deans and Directors and Committee of Undergraduate Deans transferred by R. Jean Brownlee, 1980 (80:17).

**AGENCY HISTORY**

The Board of Deans was established in 1894 and consisted of the Provost, Vice-Provost, and the Deans of several Faculties. The board was called to attend to administrative business affecting the whole University, and in particular, the interests of the Faculties. Initially the board was concerned with athletic eligibility; student fees and use of Houston Hall; codes of conduct and disciplinary procedures in dormitories; oversight of student organizations; financial arrangements for interdisciplinary programs of study; minimal attendance requirements; authority of the Deans over the officials of the Athletic Department; and circumstances under which tuition fees might be returned or credited to future semesters. By 1898 the board was concerned with broader issues such as residence in dormitories and the extension of the University's influence.

In the 1920s, under Provost Josiah Penniman, the Board enlarged to include the Provost, two Vice-Provosts, twelve Deans, the Adviser of Women, and the Directors of the Physical Education Department, the Library, the Military Department, and the School of Hygiene. Undergraduate students and university life, (rather than academic, budget, development, or physical plant planning), dominated the work of the Board during this time. It was not until the 1950s, with Penn's long-range planning effort as outlined in "The Educational Survey," did the Deans play a more proactive role in this type of planning. By 1960 the Board expanded to thirty-one members and was known as the Committee of Deans and Directors. The Committee focused on issues relevant to academic affairs and university life, but also considered planning and budgetary issues serving in an advisory capacity to the Provost and President

As a result of larger administrative problems, the Committee of Deans and Undergraduate Directors formed a smaller sub-committee known as the Council of Undergraduate Deans in 1963. Originally comprised of six members (the Assistant Vice-President for Undergraduate Affairs in the School of Engineering, the Deans of the College, the College of Liberal Arts, the School of Allied Medical Professions, the School of Nursing, and the Wharton School), by 1972 the Committee also included the Dean of Students, the Director of the College of General Studies, and the Vice-Provost for Undergraduate Studies. The committee further expanded in 1975 to include the Dean of Admissions, the Director of Residential Programs, and the University Registrar. At this time the Committee played an instrumental role in the creation of the position of Vice Provost for Undergraduate Studies and University Life.

The Council of Undergraduate Deans and the Committee of Deans and Undergraduate Directors covered a range of University interests from academic and university life issues to long-range planning. With the Hackney administration, in 1981, the Council was trimmed down; attendance was limited to the Provost, Associate Provosts, and the Deans and the topics were restricted to subjects within their immediate spheres of responsibilities.

### **SCOPE AND CONTENT**

The records, 1896-1975, of the Council of Deans and the Council of Undergraduate Deans include a digest of actions, 1896-1902, and minutes and supporting papers from 1914 to 1975 and represent the full range of responsibilities for these two University agencies throughout that period.

**CONTROLLED ACCESS HEADINGS**

**Corporate Name(s)**

- University of Pennsylvania. Athletic Department.
- University of Pennsylvania. Council of Undergraduate Deans.
- University of Pennsylvania. -- General subdivision--Administration.;
- University of Pennsylvania. -- General subdivision--Discipline.;
- University of Pennsylvania. -- General subdivision--Funds and scholarships.;
- University of Pennsylvania. -- General subdivision--Planning.;
- University of Pennsylvania. -- General subdivision--Student housing.;

**Subject(s)**

- Student activities--Pennsylvania--Philadelphia.

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**INVENTORY**

<b>BOARD OF DEANS</b>	<b>Box</b>	<b>Folder</b>
Digest of Actions, 1896-1902 / Minutes 1914-1918	1	1
Minutes and Supporting papers 1914-1917	1	2
Minutes and Supporting papers 1918-1919	1	3
Minutes and Supporting papers 1921-1923	1	4
Minutes and Supporting papers 1924-1925	1	5
Minutes and Supporting papers 1926-1930	1	6
<b>COMMITTEE OF DEANS</b>	<b>Box</b>	<b>Folder</b>
Minutes and Supporting papers 1951-1952	1	7
Minutes and Supporting papers 1953	1	8
Minutes and Supporting papers 1954	1	9
Minutes and Supporting papers 1955-1957	1	10
<b>COMMITTEE OF DEANS AND DIRECTORS</b>	<b>Box</b>	<b>Folder</b>
Minutes and Supporting papers 1958-1959	1	11
Minutes and Supporting papers 1960	1	12

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Minutes and Supporting papers 1961	1	13
Minutes and Supporting papers 1962	1	14
Minutes and Supporting papers 1963	1	15
Minutes and Supporting papers 1964	1	16
Minutes and Supporting papers 1965	1	17
Minutes and Supporting papers 1966	1	18
<b>COMMITTEE OF UNDERGRADUATE DEANS</b>		
Minutes and Supporting papers 1967	1	19
Minutes and Supporting papers 1968	1	20
Minutes and Supporting papers 1969	1	21
Minutes and Supporting papers 1970	1	22
Minutes and Supporting papers 1971	1	23
Minutes and Supporting papers January - March, 1972	1	24
Minutes and Supporting papers April - July, 1972	1	25
Minutes and Supporting papers August - December, 1972	1	26
Minutes and Supporting papers 1973	1	27
Minutes and Supporting papers 1974	1	28
Minutes and Supporting papers 1975	1	29