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Annual Reports  
1973-2011

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Arranged and Described  
by  
Deborah Simpson

Tara L. Hurt, Archivist, Head Archives & Special Collections

March, 2000  
Willimantic, Connecticut

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## BRIEF DESCRIPTION OF THE COLLECTION

Title	Annual Reports, 1973-2011.
Extent	24 linear feet. 20 boxes.
Arrangement	The reports are divided into series chronologically by academic year. Reports within each series are divided into two sections: Academic and Administrative and filed in the order in which they were received.
Provenance	The original material was sent to the University Archives from the office of President David G. Carter Sr. on July 27, 2001. It included reports from 1991-1992 through 1996-1997.
Finding Aid	Printed finding aid available in repository. Electronic version: <a href="http://ecsu.archives.s3-website-us-east-1.amazonaws.com/">http://ecsu.archives.s3-website-us-east-1.amazonaws.com/</a>
Preferred Citation	[Series, Date, Folder description]. Annual Reports, 1973-2011. University Archives, J. Eugene Smith Library, Eastern Connecticut State University, Willimantic, Connecticut 06226
Access points	Universities and colleges—Administration.
Restrictions	None.
Document types	Administrative Records. Financial Records. Fliers. [printed matter] Publications. School Records.

**SCOPE AND CONTENT NOTE:**

The Annual Report Collection is a collection of reports submitted to the Office of the President from each department of the university in the spring semester at the end of the fiscal year. This collection was created from a group of reports dating from 1991-1997 which were sent to the Archives for preservation by the office of President David G. Carter Sr. Annual reports dating from 1973-1990 were collected from various sources and later added to the 1991-1997 collection. Beginning in 2001 all annual reports are added to the collection during the summer term. The reports appear in the order in which they were received and therefore, the order may differ somewhat from year to year. Access to personalized information such as resumes is restricted.

**SERIES DESCRIPTION:**

Series I - 1973-1979

This series includes a limited number of annual reports from the Office of Research (1973-1975) and the School of Arts and Sciences (1978-1979).

Series II – 1983-1984; 1987-1989

This series includes the Special Services annual report for 1983-1984; 26 annual reports from Academic and Administrative departments for 1987-1988; 8 annual reports from Academic departments for 1988-1989 and 40 annual reports from Academic and Administrative departments for 1989-1990.

Series II - 1990–1995

This series includes annual reports submitted to the archives from both Academic and Administrative departments for the 1990-1991 academic year through the 1994-1995 academic year.

Series III - 1995-1999

This series includes annual reports submitted to the archives from both Academic and Administrative departments for the 1995-1996 academic year through the 1999-2000 academic year.

Series IV - 2000-2004

This series includes annual reports submitted to the archives from both Academic and Administrative departments for the 2000-2001 academic year through the 2004-2005 academic year.

Series V - 2005-2011

This series includes annual reports submitted to the archives from both Academic and Administrative departments through the 2008-2009 academic year. The 2009-2010 reports include only departmental summaries and 2010-2011 reports include academic units only.

**RELATED COLLECTIONS:**

A collection of Annual Reports submitted to Connecticut University System Presidents in the late 1960's can be found in the Office of the President - Searle F. Charles. The President's Annual Report and Listing of Donors publication may be found in the Archives Print Collection.

The University Archives has a substantial collection of university archives material and also houses the Connecticut Studies Collection. For more detailed information on these collections please speak with a staff member, call 860-465-5563 or visit the Smith Library Archives & Special Collections online at <http://ecsu.archives.s3-website-us-east-1.amazonaws.com/>

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