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Margaret S. Wilson Collection
1969-2002

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Arranged and Described
by
Tara L. Hurt, Archivist & Head of Archives & Special Collections
with
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April, 2006
Willimantic, Connecticut

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BRIEF DESCRIPTION OF THE COLLECTION

Name	Margaret Sullivan Wilson
Title	Margaret S. Wilson Collection, 1969-2002
Extent	7 linear feet. 5 boxes.
Arrangement	This collection was divided into eight series and organized either alphabetically by subject or chronologically within each series.
Provenance	Survey material plus selected office files were given to the University Archives by Margaret S. Wilson in 2004. Some documents from her work as Executive Assistant were also received from the Office of the President in the Fall of 2004. Head Start records were moved to the Child and Family Development Resource Center/Reports.
Finding Aid	Printed finding aid available in repository. Electronic version: http://ecsu.archives.s3-website-us-east-1.amazonaws.com/
Preferred Citation	[Series, Date, Folder description], Margaret S. Wilson Collection, 1969-2002, University Archives, J. Eugene Smith Library, Eastern Connecticut State University, Willimantic, Connecticut 06226.
Access points	Educators New England. College administrators. Willimantic State Teachers College Willimantic State College Eastern Connecticut State College Eastern Connecticut State University.
Occupation	Student, Educator, Administrator.
Restrictions	None.
Document types	Correspondence. Publications. Interviews. Awards. Memberships. Certifications. Educational Materials. Presentations. Reports.

BIOGRAPHY:

Margaret Sullivan Wilson, of Norwich Connecticut, received her Bachelor's Degree from Willimantic State Teachers College in December of 1944, class of 1945.¹ She entered the college as a freshman in September of 1941 (just three months before US entered World War II) and she recalled "Marion Hevrin and Mr. Shafer personally greeted me."³

Margaret S. Wilson began her professional career in the Norwich Public Schools as an elementary school teacher. After serving in the Norwich school system and receiving her Master's Degree from the University of Connecticut she was appointed as Reading Consultant in Greenwich, CT. At this time she also taught reading in the elementary school at the University of Connecticut. In the 1950-1951 academic year she joined the faculty of the Willimantic State Teacher's College part time as a supervising teacher in the laboratory school. From 1950 through 1970 Margaret Wilson served in several capacities as instructor, supervising teacher, and Department Head of the Early Childhood Education.³ During the 1970-1971 academic year, Margaret Wilson took a leave of absence and contracted with the college to evaluate the early childhood programs at Thames Valley for Community Action and to make recommendations for bringing the organization up to the highest standards.⁵ In 1971 she joined the faculty as Assistant Professor in Child Development. From the mid to late 1970s she served as Executive Assistant to President Webb, Vice President for Administrative & Fiscal Affairs, and as an organizer and the Head of Institutional Research. After wearing many hats Margaret Wilson become Executive Dean of Eastern in 1980 serving in this capacity until her retirement in 1989.⁴ Margaret Wilson continued to serve the college for many years following retirement in the capacity of Executive Assistant to President David G. Carter Sr.³

Margaret S. Wilson was been extremely active in both professional and community affairs. The following is a short list of Ms Wilson's activity and accomplishments:

- Assistant Professor of early Childhood Education Eastern Connecticut State College
- Chairman Commission to Establish Purpose and Goals of the UConn Health Center
- Chairman of the Norwich Education Committee (19th District)
- Chairman of the Norwich Housing Site Development Agency
- Chairman Perinatal Care Committee Health Department Maternal & Child Health Advisory
- Coordinator ECSU Graduate Program in Early Childhood Education
- Delegate 1970 White House Conference on Children and Youth
- Norwich Chamber of Commerce Citizen of the Year Award (1st women to receive honor)
- President of the Connecticut Association for Mental Health
- Recipient Bell Award for Distinguished Service by Mental Health Association of CT
- Recipient Distinguished Alumni Award Eastern Connecticut State University
- Recipient Valiant Women Award by Norwich Area Council of Church Women
- Representative for ECSU to the Committee on the Status of Women in Higher Education
- Member Advisory Committee State Board of Mental Health
- Member Advisory Committee State Department of Education
- Member Advisory Committee State Department of Education Adult Basic Education Program
- Member Board of Directors Eastern Connecticut Mental Health Association
- Member Board of Directors of the United Way of Norwich
- Member Channel 53 ETV Advisory Committee

- Member Commission on Children's Services
- Member Committee on Prevention, National Association of Mental Health
- Member Connecticut Education Council
- Member National Commission to Prevent Infant Mortality
- Member Norwich Board of Education (15 years, only woman)
- Member Norwich Comprehensive Child Development Program
- Member Norwich Democratic Town Committee
- Member Platform Committee Democratic State Central Committee
- Member Southeastern Connecticut Child Development Advisory Council
- Member State Health Coordinating Commission

SCOPE AND CONTENT NOTE:

This collection includes a wide variety of information related to the distinguished career of Margaret Wilson. It offers committee material, correspondence, reports and publications which she either authored or co-authored. The last series offers a large collection of survey materials donated by Ms. Wilson which offer evidence of her influence in developing an office of institutional research.

SERIES DESCRIPTION:

Series I- Correspondence

This series contains the subsections of Incoming and Outgoing correspondence. Within each of these sections is personal and professional correspondence which is arranged in chronological order.

Series II- Awards/ Memberships/Certifications

This series contains a substantial amount of information about Ms. Wilson as revealed through the awards that she received, the organizations and committees she was a part of, and the different certifications she received between 1972 and 1990. It also includes a copy of the Connecticut State University Board of Trustees Resolution naming the Child and Family Development Resource Center Complex at Eastern in her honor in 2006.

Series III- Committees/ Conferences/ Programs

This series contains information related to Margaret S. Wilson's professional activities, whether as organizer or participant. Additional material may be found in the Archive's departmental collections.

Series IV- Publications/ Presentations

This series is composed of two kinds of publications: those written about Margaret S. Wilson, and those written by her plus information on presentations she made including the dedication of the Paul E. Johnson Room of the new Smith Library in 1999.

Series V- Curriculum/ Educational Materials

This series contains proposals, curriculum or organizational material that Margaret S. Wilson either authored or coauthored.

Series VI –Reports

This series contains a collection of final reports on topics such as retention, child and family resources and office policy & procedures.

Series VII - Surveys

This series contains institutional research reports compiled for the Department of Higher Education including the Higher Education General Information Survey (HEGIS), Integrated Postsecondary Education Data System (IPEDS) reports, and College Boards surveys. Topics include: undergraduate admissions, housing, off campus survey, campus security, athletics, ethnicity, full time-part time students, staffing, funding and graduate surveys related to majors, employment, job satisfaction and overall institutional profiles.

BIBLIOGRAPHY:

¹ *Willimantic State Teacher's College, 1943-1944* [catalog]. Willimantic State Teachers College [S.l. : s.n.], p. 62.

² Alumni Affairs, Series IV-Programs, "Class of 1945 50th Year Reunion", University Archives & Special Collections, J. Eugene Smith Library, Eastern Connecticut State University, Willimantic, Connecticut.

³ University Events, Series XIII -Retirements & Testimonials, "Margaret S. Wilson", University Archives and Special Collections, J. Eugene Smith Library, Eastern Connecticut State University, Willimantic, Connecticut.

⁴ Margaret S. Wilson Collection, 1969-2000, Series IV-Publications/Presentations, "Resume", University Archives & Special Collections, J. Eugene Smith Library, Eastern Connecticut State University, Willimantic, Connecticut.

⁵ *Undergraduate Catalog, 1970-1971*. Eastern Connecticut State College [Willimantic, Conn.] : The College, 1971-.

RELATED COLLECTIONS:

Further information may be found in the following University Archive Collections: Child and Family Development Resource Center; Faculty/Staff Collection; Administrative Affairs; Planning and Institutional Research; School of Continuing Education/Head Start Program; Photograph Collection and Print Collection: yearbooks & catalogs, *Faculty Bulletin*, *Alumni Newsletter*, *Eastern Envoy* and *ECSU in the News*.

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://ecs.uconn.edu/archives/s3-website-us-east-1.amazonaws.com/>

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<u>Box</u>	<u>Folder</u>	<u>Date</u>
Series I- Correspondence		
1	Institutional Development Grant	November 1977
	General	1978
	Incoming	January 1979
	Outgoing	1979
	Incoming	1980
	Outgoing	1980
	CSU management conference	October 1982
	Personal	1984
	General	1984
	Outgoing	1985
	Incoming	1986
	Childcare services study	1986
	Incoming (restricted)	1987-1988
	Outgoing	1988
	Incoming	1989
	Incoming	[1980s]
	Child & Family Development Resource Center	1993-1994
	Thomas Dodd visit	October 1995
	Incoming	1997-1998
	Legislative breakfast	February 2000
	Women in Leadership	July 2001
	Autobiography (Willimantic/Eastern Years)	6 November 2003
Series II- Awards/ Memberships/ Certifications		
1	Honorary Degree (CSU/ ECSU)	1985
	Resolution Honoring Margaret S. Wilson	1989
	Celebration of Service and Leadership Award	1 April 1989
	Resolution Honoring Margaret S. Wilson	3 March 2006
	Naming of CFDRRC after Margaret Wilson	12 June 2006
Series III- Committees/ Conferences/ Programs		
1	Graduate Committee	Spring 1969
	Early Child Development Program (Keelor Hall)	[1970s]
	Campus Physical Facilities Planning Committee	1970-1971
	Graduate Committee	1972-1973
	Facilities Resource Group (state)	1972-1973
	Graduate Committee	1973-1974
	Faculty Advisory Council (state)	1974-1975
	Graduate Committee	1974-1975
	Campus Facility Usage Committee	1974-1979
	Civil Preparedness Committee	1974-1980
	Graduate Committee	1975-1976
	Inequality Adjustment Committee	Summer 1977

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Series III- Committees/ Conferences/ Programs		
1	Communications Committee	1977-1979
	Institutional Development Committee	Fall 1978
	Billing and Registration Coordinating Committee	1978-1979
	Drug Council Surveying Committee (BOT)	1978-1980
2	Council for ECSU	1979
	Campus Facility Usage Committee	1979-1983
	Willimantic Heritage Trust	1981-1982
	Communications Committee	1982-1983
	Higher Education Information Survey (HEIS)	Spring 1983
	Campus Facility Usage Committee	1983-1988
	Commencement Committee	May 1985
	Computer Oversight Committee	1985-1986
	Steering Committee for Minority Affairs	1985-1986
	Non-discrimination Committee	1985-1987
	Academic Priorities Committee	1986-1987
	Child Care Committee	Spring 1987
	Curbstone Affiliation	1987-1988
	Centennial Committee	1989-1990
	Reorganization-Higher Education Test Money	n.d.
Series IV- Publications/ Presentations		
2	Competency Objectives for Early Childhood Program	1972
	Knowledge, Skills, Attitude (Early Childhood material)	1973
	Presentation to the BOT and Faculty Review Committee	25 September 1974
	Agreement between ECSC and Margaret S. Wilson	December 1974
	Early Childhood Program Education 350	[1970s]
	"Quality of Life: The Youth and His Family"	[1970s]
	<i>Norwich Bulletin</i>	1979-1980
	Early Childhood Education	1981
	CSU 5-Year Institutional Plan	1985
	Herman Beckert Award to Kenneth Parzych	[1985]
	Speeches to Groton Kiwanis, Willimantic Rotary, etc.	Spring 1986
	Resume	[1986]
	<i>Campus Lantern</i>	10 November 1988
	News clippings (retirement)	March 1989
	News clippings (editorials)	1989-1990
	General Education Speech	18 May 1994
	<i>Norwich Bulletin</i>	8 June 1997
	Dedication Speech of the Smith Library Johnson Room	28 October 1999
	Faculty Orientation (ECSU history)	8 August 2002
	An Act Concerning Universal Preschool (Public Hearing)	5 March 2004
	Biographical Sketch of Samson Occum	n.d.

<u>Box</u>	<u>Folder</u>	<u>Date</u>
Series V- Curriculum/ Educational Materials		
3	Teacher Internship Program, Beginning Title III	[1960s]
Series V- Curriculum/ Educational Materials		
3	Unitized 3002 Committee, Program 30	1969
	(TETE) Total Education for a Total Environment	1972
	Windham Cooperative Educational Center (ESEA)	1974
	Title III Program	
	Art Education	30 July 1976
	Project Connecticut	[1970s]
	Curriculum Definition	n.d.
	Professional Preparation Program (4 yr Education Majors)	n.d.
Series VI – Reports		
3	Brief History of QVCC	1973-1979
	Report of Conference Questionnaire	14 December 1976
	Progress Report/Recommendations (Retention Task Force)	October 1986
	Analysis of Lecture Sections	30 Sept. 1987
	My Final Retention Study	19 April 1989
	Updates and Documentation- Various Child Care Projects	13 Nov. 1990
	Proposals-Child and Family Resource Center	1990-1992
	NCATE/NAEYC Report/Personal Notes (3 Folders)	Spring 2001
	Office Policy and Procedure	n.d.
	Childcare Program	n.d.
	Infant-Toddler Proposal	n.d.
	Reorganization of CT Higher Ed Test Money	n.d.
Series VII – Surveys		
4	Dept of Higher Education (DHE) – Age distribution	1980
	Dept of High Education – Freshmen Profile	1981-1990
	Department of Higher Education	1984
	DHE – Baccalaureate Business Programs Characteristics	1984
	Dept of Higher Education-Off-Campus Surveys	1984-1989
	Dept of Higher Education-	1989
	Non-Credit Occupational Courses	
	Department of Higher Education – Campus Security	1990
	Department of Higher Education – Expenditures Survey	Fall 1992
	Department of Higher Education –	Fall 1998
	Undergraduate Admissions	
	Higher Education General Information Survey (HEGIS)	Prior to 1976
	Higher Education General Information Survey (HEGIS)	1976
	Higher Education General Information Survey (HEGIS)	1977
	Higher Education General Information Survey Reports	1984
	Higher Education General Information Survey Reports	1985

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Series VII – Surveys		
4	Higher Education General Information Survey Reports	1986
	Higher Education General Information Survey Reports	1986
	Higher Education Survey (HES)	1988-1990
	Tutoring & Mentoring Programs	
	HES Undergraduate courses & enrollments-humanities	1989-1990
	Higher Education Surveys (HES)	1990
	(HES) Physics, Geology, Sociology	1991
	IPEDS-Integrated Postsecondary Education Data System	1987
	IPEDS (1 of 2)	1988
	IPEDS (2 of 2)	1988
	IPEDS – Fall Completions	1988
	IPEDS – Credit Hour	Fall 1989
	IPEDS – Completions Survey	Fall 1989
	IPEDS – Enrollment	Fall 1989
	IPEDS – Enrollment by Age	1989
	IPEDS – Expenditure Survey	1989
	IPEDS – Finance	1989
	IPEDS – Institutional Characteristics	1989
	IPEDS – Residence Survey	1989
	IPEDS – Undergraduate Admissions	Fall 1989
	IPEDS – Completions	1989-1990
	IPEDS/DHE	1989-1990
	IPEDS – Staff	1989-1990
	IPEDS	1990
	IPEDS/DHE	1990
	IPEDS – Credit Hour	Spring 1990
	IPEDS – Credit Hour	Fall 1990
	IPEDS – Enrollment	1990
	IPEDS – Enrollment Summary by Age	Fall 1990
	IPEDS – Expenditure	1990
	IPEDS – Finance	1990
	IPEDS – Full Time Faculty Salaries	1990
	IPEDS – Institutional Characteristics	Fall 1990
	IPEDS – Libraries	Fall 1990
	IPEDS – Preliminary Enrollment	Fall 1990
	IPEDS – Residence First Time Students	Fall 1990
	IPEDS – Staff	Fall 1990
	IPEDS – Undergraduate Admissions	Fall 1990
	IPEDS – Undergraduate Residence by Town	Fall 1990
	IPEDS – Completions	1990-1991
	IPEDS – Directory	1990-1991
	IPEDS	Fall 1991
	IPEDS – Directory	1991

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Series VII – Surveys		
4	IPEDS – Enrollment	Fall 1991
	IPEDS – Enrollment Summary by Age	1991
	IPEDS – Finance	1991
	IPEDS – Salary of Full-Time Faculty	1991
	IPEDS – Spring Credit Hour	1991
	IPEDS – Undergraduate Admissions	Fall 1991
	IPEDS-Integrated Postsecondary Education Data System	1991-1992
	IPEDS – Academic Libraries Survey	Fall 1992
	IPEDS Enrollment Survey	Fall 1992
	IPEDS – Residence First Time Students	Fall 1992
	IPEDS – Institutional Characteristics	Fall 1992
	IPEDS – Institutional Faculty Survey	Fall 1992
	IPEDS – Coordinator/Staff Directory	1992-1993
	IPEDS – Prior Years (HEGIS)	n.d.
	American Universities and Colleges (AUC)	1981
	Center for Educational Excellence (CEE) Write Up	1993
	College Board Annual Surveys (1 of 2)	1991-1992
	College Board Annual Surveys (2 of 2)	1991–1992
	Educom Desktop Computer Use	1990
	Enrollment Summary by Age	Fall 1992
	Fall Credit Hour Enrollment	1992
	Finance Survey	Fall 1992
	Freshman Profile Survey	Fall 1992
	Graduate Residence by Town	Fall 1990
	Graduate Residence	Fall 1992
	Higher Education Publications (HEP) Directory	1988
	International Education Data Collection	1990-1991
	International Education Institute	1984-1990
	Keene State College Library Survey	1989-1990
	Legislative Program Review & Investigators Committee– Retirement	1990
	Association of College & Research Libraries (ACRL)- Standards	1989
	Preliminary Enrollment	1991
	Preliminary Enrollment	Fall 1992
	Residence Survey	1980
	Residence Survey by Town	Fall 1992
	Survey of Students Leaving ECSU Housing	Fall 1991
	Teacher Education – Evaluation of Coordinators	Spring 1991
	Teacher Education – Student Teacher Evaluation	1992
	Teacher Education – Student Teacher Evaluation Material Summary	1992
	Teacher Education – Cooperating Teacher Responses	1993

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Series VII – Surveys		
5	Teacher Education –	1993
	Phys. Ed. Coordination Teacher Responses	
	Teacher Education –	1993
	Phys. Ed. Student Teacher Responses	
	Undergraduate Admissions	Fall 1992
	Undergraduate Residence Survey	1992
	Athletics – Comparative Institution Survey	1991
	Athletics – ESCU Coach Survey	1992
	Black/Puerto Rican Caucuses	1991
	Graduate Survey (Prior Years)	1983-1988
	Graduate Survey	1989
	Graduate Surveys	1989-1990
	Graduate Survey – Faculty Thanks	1990
	Graduate Survey - Employment Status/Satisfaction	
	Biology	1991
	Business Administration	1991
	Computer Information Science	1991
	Communication	1991
	Economics	1991
	Environmental Earth Science	1991
	Elementary Education	1991
	Elementary Physical Education	1991
	Middle/Junior/High School Education	1991
	Early Childhood Education	1991
	English	1991
	Fine Arts	1991
	GSI	1991
	History	1991
	History/Social Sciences	1991
	Public Policy/Government.	1991
	Math	1991
	Psychology	1991
	Sociology	1991
	Frequency Distribution	1991
	Frequency Work Papers (1 of 2)	1991
	Frequency Work Papers (2 of 2)	1991
	Highlights	1991
	Social Concerns	1991
	Lost Applicants	1990
	Lost Applicants	1989
	Lost Applicants Coding Sheets	1989
	Lost Applicants – DigiCalc/WPS Tables	1989
	Lost Applicants – Frequencies	1989

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Series VII – Surveys		
5	Lost Applicants – No Dorms	1989
	Lost Applicants – PC Originals	1989
	Lost Applicants – Statistics	1989
	Lost Applicants – Survey/Instrument	1989
	Lost Applicants – Variable Map	1989
	Planning & Institutional Research (1 of 3)	1995
	Planning & Institutional Research (2 of 3)	1995
	Planning & Institutional Research (3 of 3)	1995
	Planning & Institutional Research (1 of 4)	1996
	Planning & Institution Research (2 of 4)	1996
	Planning & Institutional Research (3 of 4)	1996
	Planning & Institutional Research (4 of 4)	1996