Note: This small record group had been put together and processed in the mid-1990s. It was re-processed in 2003 to conform to the organization and criteria employed in processing the other record groups. The vice president from whose office they came was Dr. Vincent Tenaglia. Related material will be found in the Subjects, Committee Records, and Presidents’ Files record groups.

Academic Convocations 1976, 1979
Papers about the fall 1979 convocation for members of the National Academy of Sciences; notes on arrangements for fall 1976 convocation

Administration 1974, 1984, 1988
Form for recruiting a director of security (1988); papers about a party for Dr. Proshansky on the 10th anniversary of his inauguration as GSUC president (1984), and about the fall convocation at which he was inaugurated (1974)

Administrative Council (3 folders) 1977-1982
A body formed by the CUNY Council of Presidents as a sort of subsidiary to deal with business matters. Its members were administrative deans or business managers of all CUNY units, appointed by the unit president. These 3 folders contain minutes and agendas of meetings, often with supporting documents and related correspondence

Admissions and Enrollment 1985, 1986
Spreadsheets with statistics, 1976-1986; one includes projections for 1986-1987; memorandum about CUNY’s enrollment with statistics, fall 1985

ARA Food Services Co. See Dining Commons

Baccalaureate Program 1982-1989
Papers about arrangements for commencements; programs

Budgets (4 boxes) 1976-1989
Budget forms, computer printouts, spreadsheets, correspondence and memoranda, and typed and handwritten notes and worksheets. This material is arranged by fiscal years, and, if more than one folder is required for the papers of any one fiscal year, further subdivided by calendar years or months. There is considerable overlap from one fiscal year to the next. Many papers are undated, but an effort has been made to determine their approximate date and to put them in their proper place within the sequence. The boxes, the folders they contain, and the documents within each folder are arranged in reverse chronological order, i.e., the latest in front. For the earliest six fiscal years only the presidential statements are extant

Chancellor of CUNY 1964
Official folder of Albert Bowker’s inauguration, containing an invitation, programs, press releases, and related papers

Chancellor’s Reports 1989-1990
Lists of items not requiring approval by the Board of Trustees
GSUC Archives, Vice President for Finance and Administration

Commencements (3 folders)  1976-1989
   Memoranda, notes and other papers about arrangements for doctoral commencements; programs; invitations; news releases. The papers for 1988 include a letter by Senator Albert Gore, Jr., agreeing to be the commencement speaker and accept an honorary degree, but evidently this was canceled
   For other commencements, see Baccalaureate Program. CUNY General Education Division
Committee on the Graduate School  1972-1975, 1977-1978
   Agendas for and minutes of meetings, with supporting documents. An index for the minutes of Sept. 6, 1972, through May 21, 1975, is included and filed in the front
   Convocations. See Academic Convocations
CUNY Board of Trustees  1986-1987
   Notices of meetings and public hearings
CUNY General Education Division  1987-1989
   Correspondence and notes about arrangements to hold its commencement exercises at the GSUC Mall and use some other GSUC facilities
   Correspondence and other papers about the contract with ARA Food Services and its Slater Co. subsidiary to operate the Dining Commons, replacing H&W Restaurant, Inc.; complaints about its service, pricing, and cleanliness; financial reports; bills for catering for special events; letters about canceling contract (1979) and subsequent financial claims by ARA and the Graduate Center; photos of condition of kitchen and nearby areas (1983)
Enrollment. See Admissions and Enrollment
Faculty  1983-1988, 1991
   Correspondence and other papers about faculty appointments, released time, travel funds, funding for distinguished professors, and using graduate assistants as teachers
Fellowships, Grants, and Other Financial Aid  1985 [?]
   Table comparing aid at the Graduate School with aid at 4 SUNY centers, 1984-1985
Finances. See Budgets
Graduate Council  1974
   President Proshansky’s memorandum calling for a special meeting about nominees for honorary degrees
National Academy of Sciences / National Research Council. See Academic Convocations
President’s Cabinet (2 folders)  1980-1984
   Agendas for meetings, often with supporting documents; a few minutes; notes
Programs (General)  1984
   Ranking of CUNY Ph.D. programs with other universities in New York State; ranking of 3 selected programs with US universities by the Conference Board of Associated Research Councils
Programs (Specific)
   Administration  1975
   Speech and Hearing Sciences  1987
Services to Students and Staff. See Dining Commons
GSUC Archives, Vice President for Finance and Administration

Slater Corp. See Dining Commons
Staff (General) 1972, 1978, 1991
   Memoranda about staff appointments (1991) and “Gittelson” administrative assistants (1972, 1978)