SEEK AND COLLEGE DISCOVERY PROGRAMS

Accession #2016-006

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<td>- SOAR News volume 3, number 2, 2011;</td>
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<td>- SEEK and CD History &amp; Mission. Available at: <a href="http://www2.cuny.edu/academics/academic-program/seek-college-discovery/history-mission/">http://www2.cuny.edu/academics/academic-program/seek-college-discovery/history-mission/</a></td>
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Search for Education Elevation and Knowledge (SEEK) began in the City University of New York in 1965, and it was signed into law in 1966, as higher education opportunity program at CUNY’s senior colleges. This law was the result of efforts from social activists and politicians in an attempt “to provide access to CUNY for poor students, then largely African-American and Puerto Rican, who graduated from high schools that had not prepared them for the rigors of college.” Among these politicians was the honorable Percy Ellis Sutton, a member of the New York State Assembly. In his words, SEEK was created to help “the injured of society” (see footnote 1). To honor his memory, in 2011, the program envisioned by him was officially renamed The Percy Ellis Sutton SEEK Program.

College Discovery began in 1964, as an experiment, but its success enabled it to be signed into law in 1966. This Higher Education Opportunity Program is part of the two-year CUNY Colleges. “The SEEK/College Discovery mission is to increase the level of education, social mobility, and vocational capability in New York City and New York State by providing access to higher education to students who are: educationally disadvantaged (as defined by CUNY), and economically disadvantaged (as defined by NYS). Also, to provide comprehensive services in academic support, counseling, and financial aid.”

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1 SEEK and CD History & Mission. Available at: [http://www2.cuny.edu/academics/academic-programs/seek-college-discovery/history-mission/](http://www2.cuny.edu/academics/academic-programs/seek-college-discovery/history-mission/)

2 SOAR volume 3, number 2, 2011
Scope and Content Note

The collection of the Percy Ellis Sutton SEEK and College Discovery Programs contains materials of various categories, mostly related to the SEEK Department at Brooklyn College. The administration, plans, and reports papers constitute the majority of the collection. Along with these files, this collection provides details about the SEEK and CD structure, as well as summer programs, basic skills, remedial programs, and others.

As these special programs are geared towards improving education accessibility, much information can also be found about students, such as alumni biographies, reports on expectations, outcomes, motivation, retention, and graduation. Furthermore, newspaper clippings, SEEK and CD newsletters, a draft of a commemorative journal, and photographs are materials that help tell the history and mission of these two special programs of the City University of New York.

The series of this collection are organized alphabetically, aside from the series ephemera, which is the last series. When series are comprised of subseries, these are also arranged alphabetically. The arrangement within each subseries varies, and is specified in the Series Descriptions section.

Collection Outline

Series 1: Administration and Structure

Subseries A: Budget
Subseries B: Correspondence
Subseries C: Curriculum, Academic Plans, and Schedule
Subseries D: Departmental Elections, Minutes, Plenary Sessions, and Rosters
Subseries E: Guidelines, Policies and Procedures for the SEEK Program

Series 2: Affirmative Action and Minorities

Subseries A: Newspaper clippings and article
Subseries B: Other
Subseries C: Studies

Series 3: Condolences

Series 4: Events and Awards

Subseries A: College Discovery Student Leadership Conference
Subseries B: Commencements, Ceremonies, and Awards
Subseries C: Special Programs Retreat
Subseries D: Student of the Year - Beatrice McCulloch

Series 5: Miscellaneous

Series 6: Photographs

Series 7: Programs

Subseries A: Academic Talent Search Project
Subseries B: Basic Skills
Subseries C: Compensatory Education Program (CEP)
Subseries D: Educational Opportunity and Higher Education Opportunity Programs
Subseries E: English as a Second Language
Subseries F: Remedial Program
Subseries G: SEEK and College Discovery Summer Programs

Series 8: Reports and Plans

Subseries A: Final Reports For the SEEK Program
Subseries B: General Plans For the SEEK and College Discovery Programs
Subseries C: Other Reports
Subseries D: Plans Annual Reports For the SEEK Program, College Discovery, and University of the State Of New York
Subseries E: Report of the SEEK Program – Evaluation Committee

Series 9: SEEK/CD Journal, Book Proposals, and Publicity
Subseries A: Book Proposals from Martha Bell & Robert Kelly

Subseries B: Newsletters, Magazine, and Clippings


**Series 10: September 11 Memorabilia**

**Series 11: Students**

Subseries A: Alumni Biographies

Subseries B: Expectations and Outcomes

Subseries C: Freshmen and Graduates Surveys

Subseries D: Motivation, Retention, and Graduation

**Series 12: Ephemera**
Series Descriptions

Series 1: Administration and Structure

Dates: Inclusive: 1964-2010

Extent: 1 cubic feet (2 boxes total)

Arrangement alphabetical

Series 1 encompasses documents related to the administration and structure of the SEEK and College Discovery Programs. It includes five subseries, organized alphabetically: budget; correspondence; curriculum, academic plans, and schedule; departmental elections, minutes, plenary sessions, and rosters; and guidelines, policies and procedures for the SEEK.

Series 1, Subseries A: Budget

Dates: Inclusive: 1964-2010

Extent: 7 folders

Arrangement chronological

This series consists of memoranda and letters related to budget, budget requests, a budget strategy (1995), a comparison among SEEK and College Discovery budgets (2010), among others. Budgets are not exclusive to this subseries, as they are also part of the SEEK and CD general plans, for example. See also series 8: reports and plans.

Series 1, Subseries B: Correspondence


Extent: 10 folders

Arrangement varies

The subseries Correspondence is comprised of general memoranda and correspondence regarding the SEEK and CD programs. Three folders correspond to general correspondence from 1966, 1967, and 1968. Some events also generated specific correspondence, as the visit of Senator Kennedy to Brooklyn College, in 1968, and the change of name of the Department of Educational Services to SEEK Department, in 2002. Other folders were created according to the subjects correspondence was addressed to, or from: faculty, President Vernon E. Lattin,
Christoph M. Kimmich, as provost, and later as president, Professor Martha Bell, and correspondence to assemblymen. There are other six folders of correspondence that relate to specific subseries in this collection and are not part of this subseries. They are listed below:

For correspondence regarding

- SEEK Guidelines, see also Box 2, folder 17;
- Affirmative Action and Minorities, see also Box 3, folder 5;
- English as a Second Language, see also Box 6, folder 14;
- The decision to end remedial courses, see also Box 7, folder 7;
- SEEK and College Discovery Summer Programs, see also Box 7, folder 15;
- General Plans For the SEEK, see also box 12, folder 5;

Series 1, Subseries C: Curriculum, Academic Plans, and Schedule


Extent: 4 folders

Arrangement varies

General information about curriculum, academic plans, class schedules and rooms can be found in this subseries. Of particular importance to understand the structure of SEEK are the academic plans. The 1985-1986 academic and fiscal plan outlines the SEEK structure, its program administration and content of the program. The latter consists of DEP (Developmental Education Program), ESL (English as a Second Language), reading, instructional staffing (DEP and reading), counseling, financial aid counseling, and tutoring.

Series 1, Subseries D: Departmental Elections, Minutes, Plenary Sessions, and Rosters


Extent: 8 folders

Arrangement mostly chronological

Subseries D consist of staff rosters from 1968, information about the nomination of the College Policy Council, and departmental elections from 1978-1980, 1982, and 1998. Minutes and plenary sessions are the last element of this subseries.
Series 1, Subseries E: Guidelines, Policies and Procedures for the SEEK Program


Extent: 8 folders

Arrangement chronological

The guidelines reports of the SEEK program offer detailed information about the structure and operation of this program. The guidelines provide SEEK’s purposes and objectives, definitions of the program, department, and budget, status of SEEK students, components of the program, admissions, retention, student attendance, and much more. Also in this subseries are the educational plans and policy of the Department of Educational Services.

Series 2: Affirmative Action and Minorities


Extent: 10 folders

Arrangement alphabetical

The SEEK and CD programs were designed to help economically and educationally disadvantaged students to gain access to higher education. While the selection process was never based in criteria other than the aforementioned, through the years, these programs have helped minorities earn college degrees. This series contains letters from the president on this subject, as well as newspaper clippings, photographs, and studies about minorities in higher education.

Series 2: Subseries A: Newspaper clippings and article


Extent: 3 folders

Arrangement varies

The following newspaper clippings are part of this subseries: “BC Minority Hirings Lag”; “Affirmative Action under Study”; “Alvarado honored with ‘own’ Award” (formerly the Latino Faculty & Staff Leadership Award); “America’s Captive Nation”; “Rhodes Scholar Grows in B’klyn”.

Page 8 of 37
Series 2: Subseries B: Other

Dates: Inclusive: 1988

Extent: 3 folders

Arrangement varies

The materials contained in this series are from diverse nature: Brooklyn League of Afro-American Collegians (B.L.A.C.) event flyer and leaflet, correspondence (including letters from the president on minorities), and unnamed and undated photographs.

Series 2: Subseries C: Studies


Extent: 4 folders

Arrangement chronological

Four different studies on minorities are comprised in this subseries: African-American students (1963), university programs for urban and Puerto Rican youth (1968), a retention model for improving minority student persistence (1979), and a report on the condition of Latinos at CUNY (1990).

Series 3: Condolences


Extent: 2 folders

Arrangement chronological

This series contains materials related to the passing of two members of the SEEK program at Brooklyn College. Josephine Bustamante passed away in 1994. This series includes the New York Times and Brooklyn College obituaries, Guadalupe’s contribution to the Josephine Bustamante Memorial Scholarship; SEEK invitation to the Memorial/Celebration of Professor Bustamante’s life, among others. It also includes an invitation to the celebration of Professor Emerita Maria E. Sanchez’s life (2000).
Series 4: Events and Awards


Extent: 17 folders

Arrangement alphabetical

Different types of events and awards are contained in series 4, like conferences, student of the year award (1982), dinner award ceremonies, SEEK anniversary celebrations, a conference, and the special programs retreat. The four subseries that are part of this series are organized alphabetically.

Series 4, Subseries A: College Discovery Student Leadership Conference

Dates: Inclusive: 2011

Extent: 1 folder

The SEEK and College Discovery Student Leadership Conference took place in 2011, June 15th to June 17th. The aim of the Leadership Academy is to promote leadership development, and prepare students for leadership positions on-campus, and beyond graduation. This subseries offers information and a document application for the 2011 conference.

Series 4, Subseries B: Commencements, Ceremonies, and Awards


Extent: 7 folders

Arrangement varies

Series 4, Subseries B encompasses different events, such as commencements, ceremonies, and awards. The first Dinner and Awards Ceremony held at Brooklyn College occurred in June 7th, 1968. A letter from the dean Edwin Spengler, informing that he was not able to attend, and an invitation, are part of this subseries. Brochures of the Honors and Awards Ceremony of Baruch, Brooklyn, Hunter, and York Colleges, as well as information about an award to Martha Bell, and tributes to the Arthur O. Eve, and to Edward C. Sullivan, are also part of this subseries.
Series 4, Subseries C: Special Programs Retreat


Extent: 6 folders

Arrangement chronological

The Special Programs Retreat is an event where SEEK and College Discovery directors assess the special programs. This subseries contains the proceedings for the 1994 retreat, different conference programs and activities, topics for consideration, among others.

Series 4, Subseries D: Student of the Year - Beatrice McCulloch

Dates: Inclusive: 1982

Extent: 3 folders

Arrangement varies

This collection counts with one celebration of the Student of the Year. Brooklyn College class of 1982 had two graduating students over 70 years old. The Student of the Year Beatrice McCulloch, at the age of 78, earned a degree in Puerto Rican studies. This subseries includes a poem written by her, a brief biography with her portrait, a newspaper clipping, and other photographs and a negative film.

Series 5: Miscellaneous

Dates: Inclusive: 1984; 1987

Extent: 3 folders

Arrangement varies

Series 5 consists of three folders with diversified information. The first folder contains a summary of the ongoing activities of the Office of Student Affairs and Special Programs, dated from 1984. The second accommodates the SEEK Survival Manual, written by Jules Older, and undated. In the last folder, information about the SEEK and College Discovery Alumni Association can be found.
Series 6: Photographs


Extent: 18 folders

Arrangement varies

Most of the photographs of this collection were received in envelopes, and very few of them contained any information. These photographs were transferred from the envelopes directly to folders, respecting their provenance. Some photographs had dates on their back side; when this was the case, such information was recorded in the folders. The first 4 envelopes indicated what event the pictures were related to: Bilingual Center, Field Trip to Ellis Island (Summer 1998), Lincoln Center Festival (2003), and the Martha J. Bell Memorial Fund. The following eight folders had dates and were arranged chronologically. The last six folders have no other information. One last oversized picture can be found in Box 17.

Series 7: Programs


Extent: 1.25 cubic feet (2.5 boxes total)

Arrangement alphabetical

SEEK basic skills, English as a Second Language (ESL), and remedial programs are subseries that are part of series 7, as well as SEEK and CD Summer programs. These special programs at CUNY are a branch of NY State Higher Education Opportunity Program (HEOP), and information about this state-wide program can be also found in subseries D. Educational Opportunity Program (EOP), is now part of the SUNY universities, but was once present at Brooklyn College and is also part of subseries D. A program that likewise existed concomitantly with the SEEK and CD was the Academic Talent Search Project, a partnership between Brooklyn College and the Rockefeller Foundation (subseries A).

Series 7, Subseries A: Academic Talent Search Project


Extent: 5 folders

Arrangement chronological
This program started as a partnership between Brooklyn College and the Rockefeller Foundation, in 1964. The aim of the program was to provide remedial help and special counseling to economically disadvantaged students who had failed to qualify for college admission. With this program, many students have been admitted to college under the SEEK program. This subseries is organized chronologically, and consists of mostly correspondence, and a Brooklyn College newsletter from 1967, explaining more about the program. The 1964 budget for this program can be found in Box 1, folder 1.

**Subseries B: Basic Skills**

**Dates:** Inclusive: 1982-1990

**Extent:** 5 folders

**Arrangement chronological**

SEEK Basic Skills comprise reading, writing, and mathematics. The materials in this subseries, however, are related only to reading and writing. A researcher will be able to find an examination of the writing assessment (1982), practices and perception of the CUNY writing faculty (1983), a college reading curriculum model (1985), and the reading and writing freshman year programs (1989, 1990).

**Subseries C: Compensatory Education Program (CEP)**

**Dates:** 2000

**Extent:** 1 folder

The Compensatory Education Program was proposed by the Department of Educational Services/SEEK at Brooklyn College in the spring of 2000. Its proposal is divided into the following sections: goals of the project, target students and faculty, planned activities, student enrichment, workshops, cultural events, and budget.

**Subseries D: Educational Opportunity and Higher Education Opportunity Programs**

**Dates:** Inclusive: 1977-1990

**Extent:** 6 folders

**Arrangement chronological**
The Higher Education Opportunity Program “is a partnership between the State of New York and its independent colleges which provides economically and educationally disadvantaged residents the possibility of a college education.”\(^3\) SEEK and CD are branches of HEOP. The Education Opportunity Program (EOP), under the Department of Educational Services at Brooklyn College, was founded in 1968. This program aimed to help those who had potential for academic success, but could not meet the entrance requirements because of their social and economic circumstances. Equally as SEEK and CD, EOP is part of the Higher Education Opportunity, however is no longer an active program at Brooklyn College, although it remains active at SUNY Colleges.

This subseries comprises one annual report of the Brooklyn College Educational Opportunity Program, a New York State report on Higher Education Services, and several annual reports of the Higher Education Opportunity Program.

**Subseries E: English as a Second Language**

**Dates:** Inclusive: 1974-2007

**Extent:** 9 folders

**Arrangement varies**

English as a Second Language, as part of the Brooklyn College SEEK, was designed to help students that have little experience with the use of English to improve their skills. According to the syllabus (found in box 6, folder 16), “students placed in this course have generally scored 2 on the CUNY Writing Assessment Test” (p. 1). This subseries is composed of ESL instructional forms, a syllabus, faculty correspondence, workshops and festivals announcements, and poems written in various languages by faculty, ESL students, and friends of the ESL program. It also comprehends different reports, and a few unnamed pictures.

**Subseries F: Remedial Program**

**Dates:** Inclusive: 1982-2002

**Extent:** 4 folders

**Arrangement chronological**

\(^3\) Higher Education Opportunity Program. Available at: https://en.wikipedia.org/wiki/Higher_Education_Opportunity_Program
Remedial courses, noncredit courses with precollege content, were offered to SEEK students since its inception. Information regarding remedial mathematics can be found in this subseries. However, in the spring of 2000 CUNY’s Board of Trustees established a policy ending remedial courses. Students and faculty, fearing the future of SEEK, filed a lawsuit against the Board of Trustees in an attempt to save the remedial courses. Information about the decision of ending this type of program, and about the lawsuit, can be found in folders 3 and 4.

Subseries G: SEEK and College Discovery Summer Programs


Extent: 7 folders

Arrangement chronological

Summer Programs comprised four distinct parts designed to serve a particular group of SEEK and College Discovery students and their needs: Pre-freshman, Post-freshman, English as a Second Language (ESL), and Introductory Mathematics, Science, and Technology. Subseries G comprehends SEEK and CD Pre-Freshman Summer Program evaluation reports, program proposal, and guidelines, as well as two reports written by Martha Bell on the SEEK component of the Brooklyn College Summer Program, forms, and correspondence.

Series 8: Reports and Plans


Extent: 3 cubic feet (6 boxes total)

Arrangement alphabetical

This series probably contains the most data about SEEK and College Discovery Programs. Final reports, annual reports, general plans, a report from the Evaluation Committee, and other reports related to the status of the SEEK, and general education requirements can be found in the subseries contained in series 8.

Series 8, Subseries A: Final Reports For the SEEK Program


Extent: 5 folders
Arrangement chronological

SEEK final report submissions to the State Education Department from 1972-1976 (3 biannual reports), and 1979-1980, are present in this subseries, as well as a final report to the Ford Foundation submitted by the Brooklyn College Language Curriculum Research Group (1971-1972). The latter reports activities performed during the grant period regarding bidialectalism. The SEEK final reports provide statistical data on enrollment and retention; financial assistance - and student economic and social profile; budget, and remedial, tutorial and counseling services.

Series 8, Subseries B: General Plans For the SEEK and College Discovery Programs


Extent: 19 folders

Arrangement chronological

This series comprises individual biannual general plans for the SEEK and College Discovery Programs from 1971-1981. From 1982 to 1993, the individual general plans were combined into a single volume, named General Plan for the Special Programs of CUNY. These plans are usually divided into two sections: central administration, and college programs. In the first section, details about the program’s objectives, student eligibility, program growth, and budget allocations are outlined. In the second section, the plans for each of CUNY’s colleges are specified. Therefore, this subseries provides researchers a better understanding of SEEK and College Discovery changes throughout the years.

Series 8, Subseries C: Other Reports


Extent: 5 folders

Arrangement chronological

Five other reports are combined into this subseries. The reports are related to the status of SEEK, and also comprise an overview of the tutorial services in the SEEK and CD Programs, CUNY’s General-Education requirements, a report from the Department of Educational Services, and a report to the chancellor.
Series 8, Subseries D: Reports For the SEEK Program, College Discovery, and University of the State Of New York (Annual)


Extent: 10 folders

Arrangement chronological

Each CUNY college is required to submit annual reports of its special programs. As the General Plans, the Annual Reports from the SEEK and CD were first submitted separately, but were then combined into a single document from 1982 onwards. The reports contained in this subseries are also a very rich source of information about the SEEK and College Discovery Programs, as they provide data about enrollment, freshman academic and economic profiles, student progress and profiles, and student financial support. More information about the special programs, such as expenditures, counseling and tutoring services, institution staffing, among others, can be also find in this subseries reports.

Series 8, Subseries E: Report of the SEEK Program – Evaluation Committee

Extent: 8 folders

Arrangement by chapters

This subseries was originally organized in a binder, named as “Report of the Program – Evaluation Committee”. The folders comprise the report itself, organized by chapters, each chapter contained in one folder. This report is undated, but it was probably written in the 1970s. It was submitted to the Program Evaluation Committee for use in the evaluation of the “quality and efficacy of the Department’s various educational programs.”

Series 9: SEEK/CD Journal, Book Proposals, and Publicity


Extent: 12 folders

Arrangement alphabetical

A few issues of the SEEK and SOAR (CUNY Office of Special Programs) newsletters are part of this subseries, as well as newspaper clippings, a draft of the SEEK/CD Commemorative Journal, and a few book proposals written by Professor Martha Bell and Professor Robert Kelly.
**Series 9, Subseries A: Book Proposals from Martha Bell & Robert Kelly**

**Dates:** Inclusive: 2001

**Extent:** 3 folders

**Arrangement chronological**

Professor Martha Bell and Professor Robert Kelly worked together in two book proposals, and the drafts belong to this subseries. There are also other six drafts/notes apparently from Martha Bell: FIPSE “The evolving strategies of shared inquiry”, “Reading, Riting, Rithmetic”, “A Community of Remorse”, “For SEEK Books: Let it Bleed”, SEEK Books/Notes 5/21/01, and Table of contents “Gateway to academic success…”

**Series 9, Subseries B: Newsletters, Magazine, and Clippings**

**Dates:** Inclusive: 1974-2012

**Extent:** 7 folders

**Arrangement varies**

This subseries covers materials that were compiled by the Brooklyn College SEEK Department. In the Brooklyn College Magazine, the section *alumni profile* features the SEEK student Diana Meadows”, on page 20. The article is entitled “Pride and SEEK”. There are also four issues of SOAR, which is the official newsletter of the CUNY Office of Special Programs, and two issues of the SEEK News. The folder “clippings” contains clippings from newspapers and websites related to SEEK and CD. A complete list of flyers and brochures, the last two items in this subseries, can be found in the container listing (box 14).

**Series 9, Subseries C: SEEK/CD Commemorative Journal (1994)**

**Dates:** Inclusive: 1994

**Extent:** 2 folders

In 1994 and 1995, a commemorative journal started to be planned to celebrate the SEEK and College Discovery anniversary. This subseries, which consists of two folders, encompasses the draft of such journal. It features a brief history of the programs, ads, testimonials, and a list of graduates names and degrees pursued while part of the SEEK and CD.
**Series 10: September 11 Memorabilia**

**Dates:** Inclusive: 2011

**Extent:** 1 folder

Professor Wendy Maloney was a member of the SEEK Department at Brooklyn College. She received an email from Nell Maloney about September 11, which was kept in an envelope together with burnt pieces of paper from the Twin Towers. This one-folder series comprises such items as a piece of that tragic event.

**Series 11: Students**

**Dates:** Inclusive: 1969-1995

**Extent:** 29 folders

**Arrangement alphabetical**

The main mission of Special Programs such as SEEK and CD is to make higher education accessible to people that could not be part of it otherwise. For this reason, materials about students are an important part of this collection. This subseries includes documents about students expectations, outcomes, motivation, retention, graduation, and alumni biographies.

**Series 11, Subseries A: Alumni Biographies**

**Dates:** Inclusive: 1995

**Extent:** 14 folders

**Arrangement alphabetical**

In 1995, the governor of New York announced a budget cut that would directly affect SEEK and College Discovery Programs. Fearing the fate of these programs that had helped over 20,000 students since their inception, Professor Martha Bell reached out to SEEK/CD alumni from all CUNY schools to ask for their help. In her letter (folder 1), she mentions that public officials have claimed that programs such as SEEK and College Discovery have “unproven program effectiveness…” She then asks students to write brief biographies and how they were able to acquire education and launch their careers through SEEK and CD. This subseries is organized alphabetically by school, and contains the biographies written by SEEK/CD alumni.
Series 11, Subseries B: Expectations and Outcomes


Extent: 4 folders

Arrangement chronological

Subseries Expectations and Outcomes is organized chronologically. In this subseries, a researcher will be able to find reports about SEEK students: their expectations (1969), first semester performance (1970), achievements (1980), and academic outcomes after three semesters (1973).

Series 11, Subseries C: Freshmen and Graduates Surveys


Extent: 5 folders

Arrangement chronological

This subseries comprises surveys for SEEK freshman and graduate students. The graduate surveys include data about SEEK graduates and employment, undergraduates and graduate school, and undergraduate majors. The freshman surveys include more diverse studies about reasons for going to college, probable major fields of study, degree and career aspirations, interest in extracurricular activities, reasons for attending a particular college, time to reach college from residence, etc. This subseries also holds an interesting study that compares regular and special program enrollees’ socioeconomic origins and educational background of an entering class at CUNY.

Series 11, Subseries D: Motivation, Retention, and Graduation


Extent: 6 folders

Arrangement chronological

Different studies on motivation, retention strategies, and graduation are contained in this subseries. Some of them, as the Summer Motivation and Retention report (1983), examines CUNY’s students as a whole. Other reports investigate only CUNY Special Programs students.
Two examples are the study *Retention Strategies* (1986), and Studies in the *Retention of Disadvantaged Students* (1987).

**Series 12: Ephemera**

**Arrangement varies**

Several Brooklyn College SEEK objects are part of the Ephemera series of this collection, as shirts, a commemorative insulated cup and a notepad.
Container Listing

Box 1
Series 1: Administration and Structure

Subseries A: Budget
Folder 1: 1964 Academic Talent Search Pilot Project Budget
Folder 2: 1967 Operation SEEK Budget and memos
Folder 3: 1968 Budget letters and memoranda
Folder 5: 1993-1994 Budget Request and Adjunct Budget
Folder 6: 1995 Council of Educational Opportunity – Budget Strategy
Folder 7: Fiscal Year 2010 Comparison of SEEK and College Discovery

Series 1, Subseries B: Correspondence
Folder 8: 1966 General Correspondence
Folder 9: 1967 General Correspondence
Folder 10: 1968 General Correspondence
Folder 11: 1968 Senator Kennedy’s Visit to Brooklyn College
Folder 12: Correspondence regarding faculty
Folder 13: Correspondence to/from President Vernon E. Lattin
Folder 14: Correspondence to/from Provost/President Christoph M. Kimmich
Folder 15: Correspondence to/from Professor Martha Bell
Folder 16: Correspondence to Assemblymen
Folder 17: SEEK Department Name Change (2002)
For correspondence regarding

- *SEEK Guidelines*, see also Box 2, folder 17;
- *Affirmative Action and Minorities*, see also Box 3, folder 5;
- *English as a Second Language*, see also Box 6, folder 14;
- *The decision to end remedial courses*, see also Box 7, folder 7;
- *SEEK and College Discovery Summer Programs*, see also Box 7, folder 15;
- *General Plans For the SEEK*, see also box 12, folder 5;

Box 2

*Series I, Subseries C: Curriculum, Academic Plans, and Schedule*


Folder 3: Curriculum Memoranda

Folder 4: Schedule: classes and rooms

*Series I, Subseries D: Departmental Elections, Minutes, Plenary Sessions, and Rosters*

Folder 5: 1968 Rosters
  - Brooklyn College / SEEK Program Staff Roster
  - SEEK Program Staff Roster
  - SEEK Program Intramural Mail

Folder 6: 1977 College Policy Council Nomination

Folder 7: 1978 Elections

Folder 8: 1979 Elections

Folder 9: 1980 Elections

Folder 10: 1982 Elections

Folder 11: 1998 Elections

Folder 12: Minutes and Plenary Sessions

*Series I, Subseries E: Guidelines, Policies and Procedures for the SEEK Program*

Folder 13: 1978 Guidelines for the Structure and Operation of the SEEK Program
Folder 14: 1978 Guidelines for the Structure and Operation of the SEEK Program – Attachment B

Folder 15: 1978 Guidelines for the Structure and Operation of the SEEK Program – Suggested Changes

Folder 16: 1993 Revised Special Programs Guidelines

Folder 17: Guidelines Correspondence
- 1994 Letter to the President regarding the guidelines
- 1978 Correspondence regarding the implementation of guidelines

Folder 18: 1994 SEEK Program – Revision of the Guidelines


Folder 20: Educational Plans and Policy of the Department of Educational Services

**Box 3**
**Series 2: Affirmative Action and Minorities**

**Subseries A: Newspaper clippings and article**

Folder 1: Newspaper clippings I
- “BC Minority Hirings Leg”;
- “Affirmative Action under Study”

Folder 2: Newspaper clippings II
- “Spanish Professor Generates Warmth” (BC graduate, Adamilta Figueroa”);
- “Alvarado honored with ‘own’ Award” (formerly the Latino Faculty & Staff Leadership Award);
- “Mr. Alvarado, Please Go”

Folder 3: Newspaper clippings III
- “America’s Captive Nation”;
- “Rhodes Scholar Grows in B’klyn”

**Newspaper article – See box 17, folder 1**
- “Success Strategies for Minorities” (it mentions the SEEK program - 1988)
**Series 2, Subseries B: Other**

Folder 4: Brooklyn League of Afro-American Collegians (B.L.A.C.) – Event flyer and leaflet

Folder 5: Correspondence

Folder 6: Pictures

**Series 2, Subseries C: Studies**


Folder 8: University Programs for Urban Black and Puerto Rican Youth – Paper by Leslie Berger (1968)

Folder 9: A data-driven retention model for improving minority student persistence in higher education institutions – Developed by Dr. Andrew Goodrich (1979)

Folder 10: The condition of Latinos in the City University of New York – Report by Richard Otheguy (1990)

**Series 3: Condolences**

Folder 11: Josephine Bustamante (1994)

- New York Times obituary
- Brooklyn College obituary
- SEEK invitation to the Memorial/Celebration of Professor Bustamante’s life
  - Celebration Program
- Service celebration – Grace Church, Brooklyn Heights
- Guadalupe’s contribution to the Josephine Bustamante Memorial Scholarship
- Memories of Tony Riley
- Memories of Susan
- Bustamante’s story about her mother

Folder 12: Maria E. Sanchez (2000)

- Invitation to the celebration of Professor Sanchez’s life

**Series 4: Events and Awards**

*Subseries A: College Discovery Student Leadership Conference*

Folder 13: Conference application & information (2011)
**Series 4, Subseries B: Commencements, Ceremonies, and Awards**

Folder 14: SEEK Awards and Anniversary Celebration

- First Dinner and Awards Ceremony (Flyer and letter from the dean 1968)
- The twenty-second Annual Awards Ceremony for Graduating and Honor Students (1995)
- SEEK 50th Anniversary Celebration Program (May 11th 2016)
- SEEK 50th Anniversary Celebration Brochure (May 16th 2016)

Folder 15: Brooklyn College Honors and Awards Ceremony (brochures 2001-2015)

Folder 16: Baruch, Hunter, and York Colleges Honors and Awards Ceremonies

Folder 17: Tribute to the Honorable Arthur O. Eve and the Honorable Edward C. Sullivan


- *SEEK/CD students were highlighted or circled

Folder 19: New Member Ceremony – Golden Key International Honour Society

Folder 20: Tri-State Distinguished Service Award to Martha J. Bell (brochure – 2005)

**Series 4, Subseries C: Special Programs Retreat**

Folder 21: 1994 Proceedings

Folder 22: 1998 Memorandum, topics for consideration, schedule and planning

Folder 23: 2000 Conference activities

Folder 24: 2005 FIPSE Retreat – overview and schedule

Folder 25: 2011 Conference program and activities

Folder 26: Conference slides (undated)

**Box 4**

**Series 4, Subseries D: Student of the Year - Beatrice McCulloch**

Folder 1: Poem and Biography

Folder 2: Newspaper clipping

- The article mentions Beatrice McCulloch as one of the oldest students graduating from that class
Folder 3: Photographs and negative film

**Series 5: Miscellaneous**

Folder 4: Office of Student Affairs and Special Programs (1984-85)

Folder 5: SEEK Survival Manual, by Jules Older

Folder 6: SEEK and College Discovery Alumni Association

**Series 6: Photographs**

*See also oversized box 17 for one SEEK department photograph.*

Folder 7: Bilingual Center

Folder 8: Field Trip to Ellis Island (Summer 1998)

Folder 9: Lincoln Center Festival 2003 (also contains a CD)

Folder 10: Martha J. Bell Memorial Fund

  - Various photographs from Martha J. Bell
  - Information about her memorial fund


Folder 12: Unnamed photographs and negative film II (some from 1992, 1996)

Folder 13: Unnamed photographs and negative film III (some from 1995)


Folder 16: Unnamed photographs and negative film VI (1995)


Folder 18: Unnamed photographs VIII (according to the envelope, 2003)

Folder 19: Unnamed undated photographs IX

Folder 20: Unnamed undated photographs X

**Box 5**

**Series 6: Photographs (cont.)**
Folder 1: Unnamed undated photographs and negative film XI
Folder 2: Unnamed undated photographs and negative film XII
Folder 3: Unnamed undated photographs XIII
Folder 4: Negative films

**Series 7: Programs**

**Subseries A: Academic Talent Search Project**

Folder 5: Academic Talent Search Project 1964
Folder 6: Academic Talent Search Project 1965
Folder 7: Academic Talent Search Project 1966
Folder 8: Academic Talent Search Project 1967
Folder 9: Academic Talent Search Project 1968

**Series 7, Subseries B: Basic Skills**

Folder 10: 1977 Freshman Skills Assessment
Folder 11: 1979 Evaluation of the Reading Component
Folder 12: 1981 The Basic Skills Effort at CUNY
Folder 13: 1981 Basic Skills Programs – Writing
Folder 14: 1981 Basic Skills Programs – Reading
Folder 15: 1982 CUNY Writing Assessment Test

**Box 6**

**Series 7, Subseries B: Basic Skills (cont.)**

Folder 1: 1982 Examination of the Writing Assessment Test
Folder 2: 1983 CUNY Writing Faculty: Practices and Perceptions
Folder 3: 1985 A College Reading Curriculum Model
Folder 4: 1989 Freshman Year Program: Writing
Folder 5: 1990 Freshman Year Program: Reading

**Series 7, Subseries C: Compensatory Education Program (CEP)**

Folder 6: Program request for proposal 1999-2000

**Series 7, Subseries D: Educational Opportunity and Higher Education Opportunity Programs**

Folder 7: 1972 Annual Report of the Educational Opportunity Program
Folder 10: 1987 Higher Education Opportunity Program (NY State)
Folder 12: Undated brochure
  - Distinguished SUNY Alumni Commemorating the 20th Anniversary of the Educational Opportunity Program

**Series 7, Subseries E: English as a Second Language**

Folder 13: Workshops and Festivals Announcements
Folder 14: Faculty Correspondence
Folder 15: Poems by Students, Faculty, and Friends of the ESL Program
Folder 16: ESL Program Syllabus
Folder 17: Developmental Education Program/ ESL Program (1981-1982)

**Box 7**

**Series 7, Subseries E: English as a Second Language (cont.)**

Folder 1: The ESL Component (1974)
Folder 2: The ESL Experience (1986 and 1989)
Folder 3: Final Evaluation Report
Folder 4: Unnamed pictures (2007)
Series 7, Subseries F: Remedial Program

Folder 5: Student guides to remedial mathematics (1982 and 1983)
Folder 6: Methods of evaluating college remedial mathematics programs (survey 1985)
Folder 7: Correspondence regarding the decision to end remedial courses (1999-2002)
Folder 8: Martha Bell and Sandi Cooper affidavits – lawsuit 1999 Wilfred Gomes at. al., against the Board of Trustees of the City University of New York

Series 7, Subseries G: SEEK and College Discovery Summer Programs

Folder 9: 1984 SEEK Pre-Freshman Summer Program - Evaluation Report
Folder 10: 1986 SEEK and CD Pre-Freshman Summer Program - Evaluation Report
Folder 11: 1987 SEEK and CD Pre-Freshman Summer Program - Evaluation Report
Folder 12: 1988 SEEK and CD Pre-Freshman Summer Program
  • Program Proposal
  • Evaluation Plan
  • Guidelines
Folder 13: 1998 SEEK Component of the Summer Program
Folder 14: 2000 SEEK Component of the Summer Program
Folder 15: Forms and Correspondence

Box 8
Series 8: Reports and Plans

Subseries A: Final Reports For the SEEK Program

Folder 1: 1971-1972 Final Report to Ford Foundation
Folder 2: 1972-1973 Final Report for the SEEK Program of the City University of New York
Folder 3: 1974-1975 Final Report for the SEEK Program of the City University of New York
Folder 5: 1979-1980 Final Report for the SEEK Program of the City University of New York
Box 9
Series 8, Subseries B: General Plans For the SEEK and College Discovery Programs
Folder 1: 1971-1972 General Plan for the SEEK Program (December 1971)
Folder 2: 1971-1972 General Plan for the SEEK Program (March 1972)
Folder 3: 1972-1973 General Plan for the SEEK Program
Folder 4: 1973-1974 General Plan for the SEEK Program
Folder 5: 1975-1976 General Plan for the College Discovery Program
Folder 6: 1975-1978 General Plan for the SEEK Program (Section I – Central Administration)

Box 10
Series 8, Subseries B: General Plans For the SEEK and College Discovery Programs (cont.)
Folder 1: 1978-1979 General Plan for the SEEK Program (Amendments)
Folder 2: 1980-1981 SEEK College Plan
Folder 3: 1981-1982 SEEK Program College Plan

Box 11
Series 8, Subseries B: General Plans For the SEEK and College Discovery Programs (cont.)
Folder 1: 1982-1984 General Plan for the Special Programs of CUNY
Folder 2: 1983-1984 Amendments to the General Plan for the Special Programs of CUNY
Folder 3: 1984-1987 General Plan for the Special Programs of CUNY
Folder 4: 1984-1987 Amendments to the General Plan for the Special Programs of CUNY
Folder 5: 1987-1990 General Plan for the Special Programs of CUNY

Box 12
Series 8, Subseries B: General Plans For the SEEK and College Discovery Programs (cont.)
Folder 1: 1987-1990 Amendments to the General Plan for the Special Programs of CUNY
Folder 2: 1990-1993 General Plan for the Special Programs of CUNY


Folder 5: SEEK Plan Correspondence

- Planning for the Future
- Planning for the Future II

**Series 8, Subseries C: Other Reports**


Folder 7: 1976 Report to the Chancellor

Folder 8: 1991 Overview of the tutorial services in the SEEK and CD Programs


Folder 10: (Undated) Report from the Department of Educational Services

**Box 13**

**Series 8, Subseries D: Annual Reports For the SEEK Program, College Discovery, and University of the State Of New York**


Folder 5 Annual Report 1982-1983 – SEEK and College Discovery Programs

Folder 6 Annual Report 1984 – The University of the State of New York

Folder 7 Annual Report 1984-1985 – SEEK and College Discovery Programs

Folder 8 Annual Report 1985-1986 – SEEK and College Discovery Programs

Folder 9 Annual Report 1988-1989 – SEEK and College Discovery Programs

Folder 10 Annual Report 1989-1990 – SEEK and College Discovery Programs
Series 8, Subseries E: Report of the SEEK Program – Evaluation Committee

Folder 11: Goals and Objectives

Folder 12: Administrative Unit – Mr. Victor Smythe

Folder 13: Career Counseling Unit – Prof. Crawford Ellerbe, Jr.

Folder 14: School of Education Counseling Unit – Ms. Marcia Goldman

Folder 15: School of Social Science Counseling Unit – Mr. Herman Alston

Box 14
Series 8, Subseries E: Report of the SEEK Program – Evaluation Committee (cont.)

Folder 1: Special Services Program - Ms. June Campbell, Ms. Lotiss Cright, Prof. Lionel Forstall

Folder 2: Special Studies and Skills Building Workshop – Prof. Samuel Johnson

Folder 3: Teacher-Mentor Counseling Program – Prof. Martin Obler

Series 9: SEEK/CD Journal, Book Proposals, and Publicity

Subseries A: Book Proposals from Martha Bell & Robert Kelly

Folder 4: Book proposal I

- Book Proposal “Upward Mobility - The case for educational opportunity”
- Letter from Dr. Robert Kelly to Dr. Charles DeFanti regarding the book proposal

Folder 5: Book proposal II

- “Issues in Higher Education Opportunity Programs”
- Draft “SEEK/HEOP Book”

Folder 6: Other notes and drafts

- FIPSE “The evolving strategies of shared inquiry”
- “Reading, Riting, Rithmetic”
- “A Community of Remorse”
- “For SEEK Books: Let it Bleed”
- SEEK Books/Notes 5/21/01
- Table of contents “Gateway to academic success…”
Series 9, Subseries B: Newsletters, Magazine, and Clippings

Folder 7: Brooklyn College Magazine (1995)
  - Alumni profile “Pride and SEEK: Diana Meadows”, on page 20.

Folder 8: SOAR News (2009-2011, volumes 1-3)

Folder 9: SEEK News (2010-2011, volumes 12 and 13)

Folder 10: Department of SEEK Counseling & Student Support Services Newsletter (2008)

Folder 11: Clippings

Folder 12: Flyers
  - By-Laws
  - SEEK Department (also provides an explanation of the benchmarks for success)

Folder 13: Brochures
  - Queens College SEEK Your Future
  - SEEK Research Assistants Project


Folder 14: SEEK/CD Commemorative Journal – Part 1
  - Brief history;
  - Ads;
  - Testimonials
  - List of graduates from the SEEK program (10+ years, includes graduates name, year, and degree)
    o Baruch College
    o Borough of Manhattan Community College
    o Bronx Community College
    o Brooklyn College
    o City College
    o Queensborough Community College

Folder 15: SEEK/CD Commemorative Journal – Part 2
  o Medgar Evers College
  o New York City Technical College
Series 10: September 11 Memorabilia

Folder 16: September 11

- Email from Nell Maloney to Wendy H. Maloney about September 11
- Burnt pieces of paper from the Twin Towers (5 items)

Series 11: Students

Subseries A: Alumni Biographies

Folder 17: Letter from Martha Bell to SEEK/CD Alumni

Folder 18: Edited Biographies from CUNY Schools

Folder 19: Baruch College

Folder 20: Bronx Community College

Folder 21: Brooklyn College

Folder 22: College of Staten Island

Folder 23: City College of New York

Folder 24: Hunter College

Folder 25: John Jay College

Folder 26: Kingsborough Community College

Folder 27: Lehman College

Folder 28: New York City Technical College

Folder 29: Queens College

Folder 30: York College
Folder 31: Other Alumni Information

- 1988 alumni resume

**Box 15**

*Series 11, Subseries B: Expectations and Outcomes*

Folder 1: 1969 Expectations of SEEK Students
Folder 2: 1970 First Semester Performance of SEEK Students
Folder 3: 1973 Description of Academic Outcomes after Three Semesters
Folder 4: 1980 Performance and Achievement of SEEK Students

*Series 11, Subseries C: Freshmen and Graduates Surveys*

Folder 5: c. 1971 Survey of SEEK Graduates
Folder 6: 1979 SEEK Freshman Survey
Folder 7: 1981 Study of Graduates from CUNY
Folder 8: 1983 A Comparison of Regular and Special Program Enrollees
Folder 9: 1992 Study - College Experience of Entering SEEK Freshmen

*Series 11, Subseries D: Motivation, Retention, and Graduation*

Folder 10: Spring 1983 Report on Summer Motivation and Retention
Folder 11: Spring 1984 Report on Student Retention and Academic Performance

**Box 16**

*Series 11, Subseries D: Motivation, Retention, and Graduation (cont.)*

Folder 1: Spring 1986 Retention Strategies
Folder 2: 1987 Studies in the Retention of Disadvantaged College Students
Folder 3: c. 1995 Succeeding at CUNY: A Report on Retention and Graduation
Folder 4: 1995 Brief retention reports, diverse colleges
Box 17 - Oversized
Series 2: Affirmative Action and Minorities

Subseries A: Newspaper clippings and article

Folder 1: “Success Strategies for Minorities” (it mentions the SEEK program - 1988)

Series 6: Photographs

Folder 2: SEEK Department

- Description from the first row (the people that are seating down), to the third row (standees), from left to right.
- **First row**: Jane Hornberger, Lily Kupily, Marion Lynch, Jean Marquis, *unknown*, Renee Gonsalves
- **Second row**: Len Fox, Vinnie Marie D’Ambrosio, Jennifer Monaghun, Wendy Maloney, Janet Moser, *unknown*
- **Third row**: *probably* Carlos Russell, Mark Patkowski, Berniece Martin, Maurice Watson, David Walters, Alma Rubal-Lopez, Shaista Rahman, Martha Bell

Box 18
Series 12: Ephemera

Item 1: SEEK Department navy blue polo shirt

Item 2: SEEK Department white polo shirt

Item 3: SEEK Class of 2002 red tee shirt

Item 4: Brooklyn College Percy Ellis Sutton SEEK Program green polo shirt

Item 5: Brooklyn College Percy Ellis Sutton SEEK Program red tee shirt

Box 19
Series 12: Ephemera

Item 1: SEEK Department commemorative notepad and pen – 40 Years

Item 2: SEEK Department commemorative insulated cup – 40 Years