

Collection Title: Registrar's Office Records, 1935-2001, undated

Repository:

The Holloway Archives at Milligan University
P. H. Welshimer Memorial Library
200 Blowers Blvd.
Milligan, TN 37682
Email: archives@milligan.edu
<http://library.milligan.edu/archives/>

Creator:

Registrar's Office

Title:

Registrar's Office Records, 1935-2001, undated

Collection No.

C0146

Extent:

5.4 cubic feet (6 boxes)

Language:

English

Abstract:

This collection of records from the Registrar's Office dates back to 1935 and currently includes annual files kept in the office from 1945 to 2001. Enrollment data, student data, and other related items are in these records.

Administrative History:

The first mention of a registrar at Milligan is in the 1923-1924 catalog. H. G. Rooker is the first registrar named in the catalogs, first appearing in the 1925-1926 catalog. Around 1927, Kathleen Adams Bowman became the registrar and worked in that position until 1947. Edward G. Lodter then became Registrar for a brief time until Lois Hale became Registrar in 1949. Phyllis (Dampier) Fontaine became Registrar around 1964 and served for decades, becoming Registrar Emeritus when Sue Skidmore became Registrar in 1993. In 2018, Stacy (Nipper) (Tramel) Dahlman became Registrar.

Arrangement:

The collection was found in the archives. No clear accession records was found, although it appears that an archives intern (Jared) may have worked on making lists of items in the folders. Katherine Banks reorganized the records into two series: I. Series: Student Data, 1945-2001 and II. Series: Other, 1935-1991, undated. The Student Data series is based on the fact that many of the folders were labeled as "student data." In the 1990s, they were more annual files, but the student data name was retained for this entire series, which is arranged chronologically. The Other series contains the rest of the files that did not fit into student data. This series is arranged alphabetically.

Scope and Content Note:

The records of the Registrar's Office are arranged into two series: Student Data and Other.

The Student Data series spans 1945 to 2001. It contains annual files of information about students and, in the 1990s, more general information from the year.

The Other series spans 1935 to 1991 and contains undated material. It contains enrollment information, class rolls and grades, and class schedules.

Administrative Information

Acquisition Information

Accession 2023-22

Note: There was no accession year available when this collection was processed, therefore the year when processing started is used for the accession record.

Due to the nature of office records, this collection is expected to expand in the future.

Access Restrictions:

Collection is restricted at this time until one hundred (100) years since the date of creation.

The archivist reserves the right to determine on a case-by-case basis if certain folders within the collection that have been requested for viewing cannot be made available due to various restriction compliance, including but not limited to student information, private personal information, and organizational information of a restricted nature.

Preferred Citation

[Item], Registrar's Office Records, Collection C0146, The Holloway Archives at Milligan University, Milligan, TN.

Processing Information

Processed by Katherine Banks

Completed in 2023.

Folder List

Box 1 I. Series: Student Data, 1945-2001

1945-1947

1947-1950

1951-1952

1952-1953

1953-1954

1955-1956

1956-1957

1957-1958

Folder 1

Folder 2

1958-1959

1959-1960

Box 2 1960-1961

Folder 1

Folder 2

1961-1962

Folder 1
Folder 2
1962-1963
Folder 1
Folder 2
1963-1964
Folder 1
Folder 2
1964-1965
Folder 1
Folder 2
1965-1966
Folder 1
Folder 2
Folder 3

Box 3

1966-1967
1968-1969
1969-1970
1970-1971
Folder 1
Folder 2
1971-1972
1972-1973
1973-1974
Folder 1
Folder 2
1974-1975
1975-1976
1976-1977

Box 4

1977-1978
1978-1979
Folder 1
Folder 2
1979-1980
1980-1981
1981-1982
1982-1983
1983-1984
Folder 1
Folder 2
1984-1985
1985-1986
1986-1987

Box 5

1987-1988
1988-1989
1989-1990
Folder 1
Folder 2

1990-1991
1991-1992
1992-1993
1993-1994
1994-1995
1995-1996
1996-1997
1997-1998
1998-1999
1999-2000
2000-2001

Box 6

II. Series: Other, 1935-1991, undated

Class Lists, 1961-1972, undated

Class Ranks and Quality Point System, 1935-1991

Class Rolls, 1950-1955

Enrollment Statistics, 1950-1991, undated

GPA's of Graduates, 1940-1967

Newspapers – Milligan History, 1967