A Guide to the Staten Island Community College Records, c. 1955-1976

Archives & Special Collections
College of Staten Island Library, CUNY
2800 Victory Blvd., 1L-216
Staten Island, NY 10314

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Overview of the Collection

Collection No. :	CM-1
Title:	The Staten Island Community College Records
Creator:	Staten Island Community College
Dates:	c. 1955-1976
Extent:	Approximately 15 Linear Feet
Abstract:	Staten Island Community College (SICC) was founded in 1955, and ultimately merged with Richmond College, an upper division college, to form the College of Staten Island (CSI) in 1976. The records include publications, meeting minutes, photographs and correspondence, but coverage of official administrative records is weak.

Administrative Information
Preferred Citation

The Staten Island Community College Records, Archives & Special Collections, Department of the Library, College of Staten Island, CUNY, Staten Island, New York

Acquisition

The papers are part of the college's institutional record.

Processing Information

Collection processed by the staff of Archives & Special Collections.

Administrative History

A long campaign for the establishment of a public college culminated in the establishment of Staten Island Community College (SICC) in 1955. The campaign for publicly supported higher education on Staten Island extended at least as far back as the early 1930's. The first organized movement appears to have started in 1932, when a committee and a petition drive were organized in the borough. In 1937, Staten Islanders again petitioned for a city college. Although the petitions ultimately contained 45,000 signatures, the city's financial condition prevented the Board of Estimate from approving a proposal from the Board of Higher Education of New York City for a four-year public college on Staten Island.

The campaign was revived after World War II. Shortly after the war, Mark Dobbyn, Sr., suggested that a free college would be a fitting memorial to the veterans of Staten Island in a letter to the *Staten Island Advance*. Practical problems continued to prevent the establishment of a public college, but the movement gained new momentum in 1948. The establishment of the State University of New York (SUNY) that year created new possibilities for the establishment of a public college, as SUNY was authorized to share in the financing and operation of community colleges with local communities. At the same time, Staten Islanders elected Edward V. Curry, who had made a campaign promise to pursue a public college, to the Assembly. The availability of state funding also broadened the base of support for the college. Staten Islanders now attempted to obtain a college as either as a city college or as a branch of the state university.

The process dragged on for several years due to many factors. There was a split among supporters of a public college, as some wanted a city college rather than a state-supported college. The lack of financial support from the city also continued to delay the establishment of a college. As early as 1949, the State University expressed its willingness to establish a community college if the city would pay its share of the cost, but the city would not give its support. But support for a community college, jointly supported by the state and city, continued to grow. In the

early 1950's, the Board of Higher Education commissioned two reports on higher education facilities in the city. Both reports advocated the establishment of a community college on Staten Island. The second report, by Dr. John S. Diekhoff of Queens College, suggested that the college should "begin as two-year college until increased enrollment warranted its expansion into a four-year college." By 1955, the state, the city and the Board of Higher Education were in agreement that a community college should be established on Staten Island. In March 1955, the Board of Higher Education authorized Dean Walter L. Willig of City College and Professor Arleigh B. Williamson, a member of the Board, to undertake an educational survey of Richmond County. Their report, "Proposal for the Sponsorship and Establishment of a Community College in the Borough of Richmond," was adopted by the Board of Education on April 18, 1955. On May 12th, the Board of Estimate of New York City approved the proposal, and on June 9th the Board of Trustees of the State University of New York also approved the proposal. SICC was established under the New York State Community College Law and was locally sponsored by the Board of Higher Education of the City of New York under the program of the State University of New York.

The Board of Higher Education then created a special committee, headed by Professor Williamson, to oversee the creation of the new college. In a short space of time, Dean Walter L. Willig was appointed president, staff was selected, students were enrolled and space was acquired and altered for the college. SICC celebrated its official opening on September 17, 1956. The first classes were held on September 24th at 50 Bay Street in St. George. The first class had 112 students taught by a staff of 14 faculty members. The initial college curricula consisted of Business Technology, Mechanical Technology, Electrical Technology, Pre-Engineering and Liberal Arts & Sciences.

The college worked quickly to establish itself during its early years. An evening session was established in February 1957, with an initial enrollment of 141 students. An expansion of its curriculum was approved in May 1957, and a Business Technology Department, full-time librarian and increased staff were added for the second academic year. By the end of the second year, the city had taken positive steps towards the purchase of land for a permanent campus in Sunnyside, which was formally approved by the State University in 1959. By 1960, the college enrolled 418 students and had continued to expand its staff and course offerings. The college also established a Transfer Program Committee to ensure that its students could make a smooth transition to the four-year municipal colleges. The college was one of the seven existing colleges incorporated into the City University of New York (CUNY) system upon its formation in 1961.

During the 1960's, the college's growth continued at a rapid pace. It was clear from the beginning that its physical space also needed to expand to meet community demand. In 1959, it was necessary to refuse the requests of both the State University and Staten Island Hospital to add a community college program in nursing due to a lack of space. The program could not be added to the curriculum until 1965. The

college was forced to acquire space in various buildings in St. George until the completion of its permanent campus in Sunnyside in 1967.

By 1965, it had become clear that additional opportunities for higher education were needed on Staten Island. By this time, SICC had an enrollment of 1000 full-time and 1074 part-time evening students. Students at SICC and other community colleges encountered difficulty in transferring to four-year schools, as these had only a limited number of openings for junior transfer students. The Board of Higher Education opted to create a new college based upon the new "upper division" concept rather than a new four-year college. Richmond College, a school with undergraduate programs for juniors and seniors as well as selected graduate programs, was established as a senior college in the CUNY system in 1965. Richmond College held its first classes in 1967 in St. George, using the facilities left vacant by SICC upon its move to the new Sunnyside Campus.

The late 1960's marked a time of transition for the college. The new Sunnyside campus allowed for expansion not previously possible in St. George. The fall 1967 enrollment was 2142 day and 1429 evening students, a total of 3571 students. The presidency of the college also changed with the retirement of President Willig, and William M. Birenbaum became President of SICC effective September 1, 1968. Birenbaum had previously been at several schools, including Long Island University and the New School of Social Research. He had a new vision for the college.

President Birenbaum had been part of the Bedford-Stuyvesant Restoration Corporation, which was involved in the effort to establish a new college in Bedford Stuyvesant. The college was designed to help restore the neighborhood. Rather than having a traditional campus, the college buildings were to be weaved into the existing community. The corporation worked with community groups to develop a unique design that reflected the needs and desire of the surrounding community. Although CUNY rejected the design concept when it ultimately created Medgar Evers in 1967, Birenbaum sought to adapt the concept to SICC. Although SICC had just opened a new campus, the college's rate of growth meant that additional expansion would be necessary, and plans were made to create Learning Town. The concept called for the creation of a space that was not only college space, but a public space for learning. Due to the difference between the Bedford Stuyvesant and Ocean Terrace neighborhood, the space would not be integrated with the surrounding community; rather, an artificial town would be created on the campus site. The plans for Learning Town were met with mixed reaction by the SICC and local communities. Ultimately, it was never built due to due to the city's fiscal crisis, the anticipated closure of the Willowbrook State School and the formation of the College of Staten Island.

The programs and enrollment of the college continued to expand in the 1970's. The combination of many factors including the new campus, the completion of the Verrazano-Narrows Bridge, population growth and the new CUNY policy of open

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admissions created a large growth in student enrollment at SICC. By the fall of 1972, SICC had 9744 students, of which 5770 were full-time.

The college also was innovative in its programs and activities during this period, a fact that was recognized nationally when SICC was elected to membership in the Union for Experimenting Colleges & Universities in January 1970. The college also took advantage of a newly opened relationship with China and successfully negotiated what was probably the first collegiate mission of its kind to the country through the United Nations in 1973. At the time, it was among the largest missions that had been authorized for American visitors and allowed for the participation of 25 students and faculty and two members of the Board of Higher Education.

But the city's fiscal situation created problems for higher education on Staten Island and throughout the city during the 1970's. As SICC received funding from both the city and the state, it remained fiscally sound despite facing a $2.2 million budget deficit for the 1975-1976 academic year. Richmond College, which received only city funding, was not so fortunate and was in danger of closing due to the fiscal crisis. As a result, SICC and Richmond College formed a federation in 1975 that allowed for the survival of both colleges and the maintenance of their separate missions and programs. The College of Staten Island was established in 1976 when the federation was discontinued in favor of a merger of the two institutions. President Birenbaum chose to resign from the presidency at the Staten Island Community College during the merger, and Richmond College President Edmond Volpe became the president of the new institution.

List of Past Presidents, 1956-2002

1956-1968: Walter L. Willig
1968-1976: William M. Birenbaum

Scope & Content Note

The archives of Staten Island Community College (SICC) are organized and arranged as a single record group, with the exception of the papers of SICC faculty members. Although many collections of college archives are organized into distinct record groups based upon the office of origin of the records, the lack of official SICC records is such that it was possible to arrange the records as a single record group.

The coverage of official college records in the collection is poor. There are no official records for any SICC office, department or program, including the Office of the President. As a result, the existing records are arranged into many small subseries, as records related to a particular program or office may only consist of a few folders. In some cases, official records exist for some specific activity, such as the creation of a Master Plan, but only the activity, rather than the office that created the records, is identifiable.

Coverage of administrative records is generally poor. The **Administrative Affairs** series includes some minutes for the College Committee (1964-1970) and newsletters issued by the Office of Affirmative Action. As there are no official records for the Office of the President, any records related to the office, including remarks, reports and memoranda were gathered together and filed as records of the Office of the President. The series also includes annual reports, accreditation reports, master plans, self-studies and enrollment statistics, but there are gaps in coverage for all of these records.

Coverage of official academic records and events is also poor, with a few exceptions. Existing records can be found in the **Academic Affairs** series. As a whole, coverage is best for the late 1960's and 1970's. There is no existing official record of any department except for the Department of the Library, which in itself is incomplete. Any record, such as a self-study or publication, created by a particular department is filed as a department record. While there is some coverage of the Curriculum Committee (1968-1976), there is little other record of course content, other than records related to four courses run through the *Staten Island Advance* during the 1970's. There is excellent coverage of college catalogs, commencement programs, and faculty meeting minutes. There is also some coverage of faculty & staff bulletins, course schedules, faculty handbooks and meeting minutes for faculty committees.

The coverage of student life at SICC is uneven, and existing records can be found in the **Student Affairs** series. The collection contains an excellent set of student publications, but little else. Coverage of student organizations does not exist prior to 1964, although some general information about student organizations was usually printed in the college catalog. There is some coverage of Student Government meeting minutes (1967, 1972-1976) and the Student Association (1964, 1970-1971) but no coverage of other organizations, other than a few isolated issues involving African-American student organizations during the 1970's. There is almost no coverage of sports programs and other student activities. There are several photographs of students at the Sunnyside Campus in the **Photographs** series. These photographs are generally dated but not identified and were probably meant for yearbooks or other college publications.

The **Alumni Affairs** series contains a general folder of alumni announcements and newsletters, and an award from an alumni dance. There is no official record of the Alumni Association or of alumni affairs at the college.

The coverage of SICC's relationship with the public is best for the late 1960's and 1970's. The **Public Relations & Media** series contains college press releases (1969-1976) and media clippings. While the media clippings do cover 1955-1976, coverage is best for September 1971-December 1973. There is also a folder of clippings and other materials specifically related to the SICC trip to China in 1973. The series also contains two books that include case studies or other information about SICC.

The **Events** series contains limited information on only three college events - the Sunnyside Campus Groundbreaking (1964), an Open House & Career Conference (1971) and a Tribute to Arleigh B. Williamson (1972).

The **History** series contains correspondence, reports and other materials related to the founding of SICC and its early years as an institution (1948-1960). There are also a few general statements about the history of the college written in 1968 and 2001.

The **Buildings** series contains information about the development of Sunnyside Campus and the planned creation of Learning Town. There are general files, space studies and plans for the campus sign available for the Sunnyside Campus. There are also general files, architects' reports, and a blueline print of the proposed Learning Town. There are additional architects' renderings available in the **Photographs** series. Most existing information about the original college site in St. George is contained in the Founding subseries of the **History** series and in the college catalogs.

The **Photographs** series contains all photographs, slides and contact sheets. It includes images of the campus, architect's models, events and various images of college life and staff. Coverage as a whole is poor, with some exceptions. There are no photographs of the original campus in St. George. There is a good collection of images of the Sunnyside Campus construction and the completed campus, including aerial views. There are also 80 slides of the architects' rendering of Learning Town. The only extensive event coverage is of President Birenbaum's inauguration in 1969. There is limited coverage of the groundbreaking for the Sunnyside Campus, the send-off for the China Trip, and a few other unidentified events in the 1970's. There are several unidentified photographs of students on the campus in the 1960's and 1970's and a few poor quality computer-paper copies of staff photographs from the early 1970's.

The collection includes a few items of realia, including record albums, insignia, the college seal, matchbooks, and scissors from ribbon-cutting ceremonies. These can be found in the **Realia** series.

Arrangement

The Staten Island Community College Records are divided into ten series and several subseries:

ADMINISTRATIVE AFFAIRS
Administrative Units
Reports & Other Publications
ACADEMIC AFFAIRS
Curriculum (General)
Departments & Programs

Events
Faculty & Staff
Publications & Reports
Scholarships
Theses & Other Student Research Projects
STUDENT AFFAIRS
Student Activities
Student Organizations
Student Publications
Student Services & Publications
ALUMNI AFFAIRS
PUBLIC RELATIONS & MEDIA
Books
College Press Releases
Media Clippings
General Publicity
EVENTS
HISTORY
Founding
General History
BUILDINGS
Sunnyside Campus
Learning Town
PHOTOGRAPHS
Campus
Events
Staff & Student Life
Other
REALIA

Index Terms

This collection is indexed under the following terms. Manuscipt collections are not included in the College of Staten Island's library catalog at this time.

Subject Topics
Community Colleges -- Staten Island (New York, N.Y.)
Staten Island Community College – Archives

Series Descriptions & Container Listing

[The following box/folder inventory is in the form of a table. If you are visually impaired and using a pdf reader you may need assistance and should contact the Archives at 718-982-4128.]

Series 1: Administrative Affairs, 1956-1976. 1.75 Linear Feet.

The Administrative Affairs files contain files related to administrative units and high-level reports and college publications.

Administrative Units, 1956-1976. .75 Linear Feet.

The Administrative Units subseries is divided alphabetically by the name of the administrative unit or office.

College Committee, 1964-1970. 4 Folders.

This subseries consists of meeting minutes for 1964, 1965, and January 7, 1970. Following the minutes are policy calendars for 1969 and 1970.

Access to these records is restricted as they contain protected information.

Box#	Folder#	Title
1	1	College Committee - Minutes, 1964
		- Access to these records is restricted as they contain protected information.
1	2	College Committee - Minutes, 1965
		- Access to these records is restricted as they contain protected information.
1	3	College Committee - Minutes, January 7, 1970
		- Access to these records is restricted as they contain protected information.
1	4	College Committee - Policy Calendars, 1969, 1970
		- Access to these records is restricted as they contain protected information.

Office of Affirmative Action, 1973-1976. 2 Folders.

This subseries contains an overview of the program, newsletters, a utilization analysis and a memo on the impact of the retrenchment plan.

A general office folder is first, followed by a folder containing newsletters.

Box#	Folder#	Title
Oversized 1	1	Office of Affirmative Action, 1973-1976
1	5	Office of Affirmative Action - Newsletters, 1974-1976
1	5.1	Afro-American Society 1970

Office of the President, 1956, 1961-1975. 15 Folders.

The college records do not include a full run of office records for the Office of the President. This subseries contains anything that is related to the Office of the President and the activities of the College President. This includes memoranda, speeches, programs, reports and correspondence.

The records of the Office of President Willig are first, followed by the records of the Office of President Birenbaum. Both are arranged chronologically.

Box#	Folder#	Title
1	6	Office of the President (Willig) - Opening Ceremony & Installation of President Willig, 1956
1	7	Office of the President (Willig) - Purposes & Objective Statement, May 4, 1961
1	7.1	Office of the President (Willig) - Report of the President, 1961-1962
1	8	Office of the President (Willig) - Report of the President, March 2, 1962
1	9	Office of the President (Willig) - Memoranda on Collective Bargaining, February, 1964
1	10	Office of the President (Willig) - News Clippings, 1968, 1972
1	11	Office of the President (Birenbaum) - Academic Conference Remarks, March - April, 1969
1	12	Office of the President (Birenbaum) - Inaugural Address, September 39, 1969
1	13	Office of the President (Birenbaum) - Inauguration Invitations & Programs, September 30, 1969
1	14a	Office of the President (Birenbaum) - The Staten Island Ferry to Peking (1), c. 1973
1	14b	Office of the President (Birenbaum) - The Staten Island Ferry to Peking (2), c. 1973
2	1	Office of the President (Birenbaum) - The Staten Island Ferry to Peking (Draft), c. 1973
2	2	Office of the President (Birenbaum) - Commencement Ceremonial Sequence, 1975
2	3	Office of the President (Birenbaum) - Commencement Invitees, 1975
2	4	Office of the President (Birenbaum) - Commencement Invitees - Correspondence, 1975
2	5	Office of the President (Birenbaum) - Commencement Ceremonial Sequence & Remarks, 1976
2	6	Office of the President (Birenbaum) - Memoranda, 1969-1975

Office of Various Deans, 1972, 1974. 1 Folder.

This is a general file of official memoranda created by various Dean's offices.

Box#	Folder#	Title
2	7	Office of Various Deans - Memoranda, 1972, 1974

Reports & Other Publications, 1956-1976. 1 Linear Foot.

This subseries contains high-level college publications, reports, and correspondence and research files related to their creation.

Accreditation Reports, 1962-1966. 4 Folders.

This subseries contains four reports related to the accreditation process of the Middle States Association of College and Secondary Schools.

Box#	Folder#	Title

2.1	1	Accreditation Reports - Middle States Association, January 7-9, 1963
2.1	2	Accreditation Reports - Middle States Association, 1962-1963
2.1	3	Accreditation Reports - Middle States Association, 1962-1963 (2nd copy)
2.1	4	Accreditation Reports - Middle States Association, March 1965
2.1	5	Accreditation Reports - Middle States Association, March 1965 (copy 2)
2.1	6	Accreditation Reports - Middle States Association, April 1966
3	1	Accreditation Reports - Middle States Association, June 1966

Annual Reports, 1956-1962. 5 Folders.

This subseries contains two types of annual reports.

The first are the "Basic Accomplishments" reports. These reports were created annually according to the calendar, as opposed to the academic, year. They appear to be annual reports to the Chairman of the Board of Higher Education. The college records contain "Basic Accomplishments" reports for 1957- January 1, 1963.

The second document the highlights of the academic year. These reports are less formal than the first and include not only high-level accomplishments but also more generalized information about progress at the college. The college records contain annual reports of the highlights of the first four years (1956-1960). The first report includes a brief history of the founding of SICC in addition to the year's highlights.

Box#	Folder#	Title
3	2	Annual Reports - Basic Accomplishments, 1957-1963
3	3	Annual Reports - Basic Accomplishments, 1961-1962
3	4	Annual Reports - Basic Accomplishments, 1962-1963
3	5	Annual Reports - Basic Accomplishments, 1963-1964
3	6	Annual Reports - Basic Accomplishments, 1965
3	7	Annual Reports - Basic Accomplishments, 1966
3	8	Annual Reports - Highlights of the First Year, September 1956 - August 1957
3	9	Annual Reports - Highlights of the Second Year, September 1957 - August 31, 1958
3	10	Annual Reports - Highlights of the Third Year, 1958-1959
3	11	Annual Reports - Highlights of the Fourth Year, 1959-1960
3	12	Annual Reports - Highlights of the Fifth Year, 1960-1961
3	13	Annual Reports - Highlights of the Sixth Year, 1961-1962

Budgets, 1974-1976. 1 Folder.

This subseries includes a Comparative Budget Summary for 1974-75 and 1975-76 and a statement on "Measures Being Implemented by SICC in Order to Take Care of the $2.2 Million Deficit." These both date from

September 10, 1975.

Box#	Folder#	Title
3	14	Budgets 1974-1976, September 10, 1975

College Publications, 1967-1968. 1 Folder.

This subseries contains the College Newsletter for May 1967- June 1968.

Box#	Folder#	Title
3	15	College Publications - College Newsletter, 1967-1968

Enrollment Statistics, 1956-1976. 4 Folders.

This subseries contains a summary report of college enrollment broken down by day session, evening session and overall enrollment for each semester.

There are a few more detailed reports on college enrollment. There are enrollment statistics for Fall 1958, Departmental Enrollments for Fall 1972, and Pre-Registration Statistics and Memoranda for 1969-1974. The subseries is arranged chronologically, with the summary report being placed last.

Box#	Folder#	Title
3	16	Enrollment Statistics, Fall 1958
Oversized 1	2	Enrollment Statistics - Pre-Registration Statistics & Memoranda, 1969-1974
3	17	Enrollment Statistics - Departmental Enrollments, Fall 1972
3	18	Enrollment Statistics - Summary Report, 1956-1975

Master Plans, 1969-1976. 9 Folders.

This subseries contains guidelines, report drafts, and correspondence and research related to the compilation of Master Plans.

The guidelines and report drafts are placed first in chronological order, followed by the correspondence and research files. The correspondence and research files appear to be the files of James L. G. Fitz Patrick, Dean of the College, but were marked only as being files related to the CUNY Master Plan.

Box#	Folder#	Title
3	19	Master Plans - CUNY Master Plan - CUNY's Planning Guidelines for the 1972 Master Plan, June 25, 1971
3	20	Master Plans - CUNY Master Plan - SICC's Planning Guidelines for the 1972 Master Plan, n.d.
3	21	Master Plans - CUNY Master Plan (Draft), July 1972
3.1	1	Master Plans - CUNY Master Plan - Correspondence & Research, 1976
3.1	2	Master Plans - CUNY Master Plan - Correspondence & Research, 1968-1971
3.1	3	Master Plans - CUNY Master Plan - Correspondence & Research, 1972
3.1	4	Master Plans - CUNY Master Plan - Correspondence &

			Research, 1973-1974
Oversized 1	3		Master Plans - CUNY Master Plan - Correspondence & Research (Oversized), 1969, 1972
3.1	5		Master Plans - CUNY College Bulletin for the 1976 Long Range Plan, n.d.

Self Studies & Other Evaluation Reports, 1972. Approximately .33 Linear Feet.

This subseries contains the self-study report and appendices. There are a total of 33 appendices. The records include a small volume that contains only the four appendices that were expressly created for the report, as well as the full set of appendices.The subseries also includes "A Report on the Performance Audit of Staten Island Community College," written in 1972.

	Box#	Folder#	Title
Missing	4		Self Studies - Staten Island Community College, A Self Study, May 1, 1972
	4	1	Self Studies - Appendices to the Self Study Report, May 1, 1972
	4	2	Self Studies - Appendices to the Self Study Report #1-14, May 1, 1972
	4	3	Self Studies - Appendices to the Self Study Report #15-33, May 1, 1972
	4	4	A Report on the Performance Audit of SICC, 1972
	4	5	Evaluation Report 1966

Series 2: Academic Affairs, 1956-1977. Approximately 6 Linear Feet.

This series includes records related to academic curriculum, departments, programs, events, faculty and staff. It includes meeting minutes, memoranda and publications such as college catalogs, schedules and newsletters. It also includes programs from commencements and other academic events.

The series does not include full runs of the official records of departments or programs, as these do not exist in the SICC records. The series does contain full runs for faculty meeting minutes, commencement programs and college catalogs. It also has good coverage of minutes, schedules, and newsletters for the 1960's and 1970's.

Curriculum (General), 1971-1976. 6 Folders.

This subseries contains materials that provide general information on curricula and on programs that are not exclusively associated with one department or official college program.

This subseries contains curriculum handbooks (1971, 1972) and an exhibition catalog that contains information on exhibits likely displayed at SICC. The subseries also contains correspondence, clippings and course materials on four courses that were offered through the Staten Island Advance as self-study courses during 1975-1977.

The subseries is arranged chronologically.

Box#	Folder#	Title

1	1	Curriculum Handbook, 1971, 1972
1	2	Curriculum Guide, 1975-1976
1	3	New York State Council on the Arts Exhibitions, 1972
1	4	Self Study Newspaper Course - Math 1, Spring 1975
1	5	Self Study Newspaper Course - History 144, Spring 1976
Oversized 1	4	Self Study Newspaper Course - Economics 106, Fall 1976
1	6	Self Study Newspaper Course - Government 100, Fall 1977

Departments & Programs, 1962-1976. 11 Folders.

This subseries contains materials that document specific academic departments, facilities or programs.

College Discovery, 1973-1975. 1 Folder.

This subseries contains *Fifty-Fifty*, the newsletter of the College Discovery Program at SICC. It does not appear to contain a full run of the newsletter.

Box#	Folder#	Title
Oversized 1	6	College Discovery - Newsletter, 1973-1975

Department of Business, 1976. 1 Folder.

This subseries contains a study done on the curriculum of the Business Department.

Box#	Folder#	Title
1	7	Department of Business - Task Force on Program Articulation, 1976

Department of History, 1975. 1 Folder.

This subseries contains the first issue of *Phoenix: Journal of the Department of History*.

Box#	Folder#	Title
1	8	Department of History - Journal, Spring 1975

Department of Languages & Arts, 1967-1970. 1 Folder.

This subseries contains Échantillons, an annual publication of student work published by the department. The subseries contains the 1967, 1969 and 1970 issues.

Box#	Folder#	Title
1	9	Department of Language & Arts - Publications, 1967-1970

Department of the Library, 1962-1966, 1969-1976. 7 Folders.

This subseries contains the library's publications, arranged alphabetically by type or title. Lastly, the subseries also contains two general files - one with correspondence and other memoranda, and a second on library procedures.

Box#	Folder#	Title
1	10	Department of the Library - Annual Reports, 1962-1966
2	1	Department of the Library - Bibliographies, c. 1971-1975

Oversized 1	7	Department of the Library - Correspondence & Memoranda, 1963, 1969-1975
2	2	Department of the Library - Handbooks, 1972-1976
2	3	Department of the Library - "How To..." Series, 1974-1976
2	4	Department of the Library - Newsletters, 1973-1975
2	5	Department of the Library - Procedures, c. 1971-1976

Department of Modern Languages, c. 1971-1976. 1 Folder.

This subseries contains one bulletin with an overview of the department and its course offerings.

Box#	Folder#	Title
2	6	Department of Modern Languages - Bulletins, c. 1971-1976

Department of Nursing, c. late 1960s. 1 Folder.

This subseries contains one bulletin with an overview of the department and its course offerings.

Box#	Folder#	Title
2	7	Department of Nursing- brochures, [c.1956-1967]

Department of Performing & Creative Arts, 1973. 1 Folder.

This subseries contains an event flyer.

Box#	Folder#	Title
2	8	Department of Performing and Creative Arts - Festival, 1973

Events, 1958-1976. Approximately .5 Linear Feet.

This subseries contains information on commencement and other academic events and conferences.

Commencement, 1958-1976. 18 Folders.

Materials related to college commencements consisting mainly of commencement programs. There is a copy of the school song, the SICC Alma Mater, in the Commencement, 1958 folder. A commencement address given by Gustave G. Rosenberg, the Chairman of the Board of Higher Education, is included in the 1962 folder. There are additional records related to the 1975 and 1976 commencement ceremonies in the Office of the President subseries in the **Administrative Affairs** series.

Box#	Folder#	Title
2	9	Commencement, 1958
2	10	Commencement, 1959
2	11	Commencement, 1960
2	12	Commencement, 1961
2	13	Commencement, 1962
2	14	Commencement, 1963
2	15	Commencement, 1964
2	16	Commencement, 1965
2	17	Commencement, 1966

2	18	Commencement 1968
2	19	Commencement & Commencement Awards Dinner, 1967
2	20	Commencement & Commencement Awards Dinner, 1969
2	21	Commencement, 1970
2	22	Commencement, 1971
2	23	Commencement, 1972
2.1	1	Commencement, 1973
2.1	2	Commencement, 1974
2.1	3	Commencement, 1975

Commencement Poster, 1975

2	4	Commencement, 1976

General, 1972-1973. 2 Folders.

This subseries contains programs from the art exhibit, "Three Staten Island College Art Faculties," (1972) and materials from the Open Admissions Conference (1973).

Box#	Folder#	Title
2.1	5	Exhibit - Three Staten Island College Art Faculties, 1972
2.1	6	Open Admissions Conference, February 19, 1973
2.1	7	Eugene O'Neill Festival, 1974
2 .1	8	Inaugural Concert Series, 1964-1966

Faculty & Staff, 1956-1976. Approximately 2.25 Linear Feet.

This subseries includes minutes, memoranda, publications and other materials related to the faculty and staff of the college.

Minutes, 1956-1976. 1.75 Linear Feet.

This subseries includes the minutes of the meetings of faculty, instructional staff and various faculty committees.

Faculty Minutes, 1956-1976. 1.25 Linear Leet.

This subseries consists of faculty meeting minutes and meeting materials.

Box#	Folder#	Title
2.1	9	Faculty Meeting Minutes & Bylaws, 1956-1957
3	1	Faculty Meeting Minutes, 1958
3	2	Faculty Meeting Minutes, 1959
3	3	Faculty Meeting Minutes, 1960
3	4	Faculty Meeting Minutes, 1961
3	5	Faculty Meeting Minutes, 1962
3	6	Faculty Meeting Minutes, 1963
3	7	Faculty Meeting Minutes, 1964
3	8a-8b	Faculty Meeting Minutes, 1965
4	1	Faculty Meeting Minutes, 1966
4	2	Faculty Meeting Minutes, 1967
4	3	Faculty Meeting Minutes, 1968
4	4	Faculty Meeting Minutes, 1969

4	5	Faculty Meeting Minutes, 1970
5	1	Faculty Meeting Minutes, 1971
5	2	Faculty Meeting Minutes, 1972
5	3a-3b	Faculty Meeting Minutes, 1973
5	4	Faculty Meeting Minutes, 1974
5	5	Faculty Meeting Minutes, 1975
5	6	Faculty Meeting Minutes, January-August 1976

Instructional Staff Minutes, 1963-1975. 2 Folders.

This subseries consists of instructional staff meeting minutes and meeting materials.

Box#	Folder#	Title
Oversized 1	8	Instructional Staff Meeting Minutes, 1963-1968
5	7	Instructional Staff Meeting Minutes, 1969, 1973-1975

Committee Meeting Minutes, 1966-1976. .5 Linear Feet.

This subseries consists of meeting minutes and meeting minutes for several faculty committees. These are arranged alphabetically by committee name, and then chronologically.

Access to the records of the Personnel & Budget Committee is restricted as the records contain protected information.

Box#	Folder#	Title
5	8	Committee on Course & Standing, 1971-1973
5	9	Curriculum Committee - Minutes, 1968
5	10	Curriculum Committee - Minutes, 1969
6	1	Curriculum Committee - Minutes, 1970
6	2	Curriculum Committee - Minutes, 1971
6	3	Curriculum Committee - Minutes, 1972
6	4	Curriculum Committee - Minutes, 1973
6	5	Curriculum Committee - Minutes, 1974
6	6	Curriculum Committee - Minutes, 1975
6	7	Curriculum Committee - Minutes, January-May 1976
6	8	Personnel & Budget Committee - Minutes, 1968-1969
		- Access to these records is restricted as they contain protected information.
6	9	Personnel & Budget Committee - Minutes, 1970-1971
		- Access to these records is restricted as they contain protected information.
Oversized	9	Personnel & Budget Committee, 1966-1967

Box#	Folder#	Title
1		- Access to these records is restricted as they contain protected information.
Oversized 10 1		Personnel & Budget Committee - Minutes, 1969-1970
		- Access to these records is restricted as they contain protected information.
7	1a-1b	Student & Faculty Disciplinary Committee, 1975
		- Access to these records is restricted as they contain protected information.

College Publications & Communication, 1958-1961, 1966-1976. Approximately .75 Linear Feet

This subseries includes faculty and staff publications and other records of communication.

Publications, 1958-1961, 1966-1976. Approximately .75 Linear Feet.

The subseries is arranged in alphabetical order by record type - bulletins, handbooks, journals, and newspapers - and then chronologically. The subseries consists of records that were created and published on a regular schedule or as serial publications.

Box#	Folder#	Title
7	3	Bulletins - Faculty Bulletin, 1966
7	4	Bulletins - Staff Bulletin, February-May 1967
7	5	Bulletins - Faculty/Staff Bulletin, September 1967
7	6	Bulletins - Faculty/Staff Bulletin, February 1968
7	7	Bulletins - Faculty/Staff Memos, 1968-1969
7	8	Bulletins - Faculty/Staff Memos, 1970
7	9	Bulletins - Faculty/Staff Memos, 1971
7	10	Bulletins - Faculty/Staff Memos, 1972
8	1	Bulletins - Faculty/Staff Memos, 1973-1976
8	2	Handbooks - Faculty Handbook, 1958
8	3	Handbooks - Evening Session Faculty Handbook, 1959, c. 1961
8	4	Handbooks - Faculty Handbook, 1966, 1968
8	5	Handbooks - A Survival Guide for SICC Gittlesons, 1975
8	6	Journals - Sparks, 1959
8	7	Journals - Sparks, 1960-1961
8	8	Journals - Sparks, 1962
8	9	Journals - Sparks, 1964
8	10	Journals - Sparks, 1965
8	11	Journals - Sparks, 1966
8.1	1	Journals - Sparks, 1967

8.1	2	Journals - Sparks, 1968
8.1	3	Journals - Sparks, 1969
8.1	4	Newspapers - Get Together, 1969
8.1	5	Communications - Memos from the Secretary of the Faculty Council, 1973-1974
8.1	6	Communications - Memos on Open Admissions, c. 1974
8.1	7	Communications - Memos, Various (1), 1970-1974
Oversized 11 1		Communications - Memos, Various (2), 1972-1974

Rosters, 1958, 1968, 1969, 1971, 1974. 1 Folder.

This subseries consists of staff remember rosters for the college.

Use of the rosters is restricted due to the type of personal information contained on certain rosters.

Box#	Folder#	Title
8.1	8	Rosters - Staff Member Rosters, 1958, 1968, 1969, 1971, 1974
		- Access to these records is restricted as they contain protected information.

Publications & Reports, 1956-1976. Approximately 2.5 Linear Feet.

The subseries is arranged in alphabetical order by record type - catalogs, course brochures, reports, and schedules. General academic publications are placed last.

Publications that are affiliated with specific departments and programs are filed under the Departments & Programs subseries in the **Academic Affairs** series. Faculty & Staff bulletins, memoranda and handbooks are filed under the Faculty & Staff - College Publications & Communication subseries in the **Academic Affairs** series.

Catalogs, 1957-1975. 2.25 Linear Feet.

This subseries includes college catalogs. These are arranged by type - College Catalogs, Evening Session Catalogs, and Summer Session Catalogs - and then chronologically.

Box#	Folder#	Title
9		Catalogs, 1957-1965
10-11		Catalogs, 1966-1972
12		Catalogs, 1969-1970, 1972-1974
13		Catalogs, 1974-1975
14		Evening Session Catalogs, 1961-1972
15		Summer Session Catalogs, 1960-1961, 1963, 1964, 1966, 1969, 1970, 1971, 1972, 1974, 1975
17		Summer Session Catalogs, 1973, 1976

Course Brochures, c. 1972-1973. 4 Folders.

This subseries includes brochures for several college departments and programs. Some of these only include information about the

program, but most include detailed course descriptions. The subseries is arranged alphabetically by title.

Box#	Folder#	Title
16	1	Course Brochures - Circle '73 Program, 1973
16	2	Course Brochures - Course Brochures - CHOICE (Center for Higher Options in College Education), 1973-1975
16	3	Course Brochures - Experimental Programs, Fall 1973
16	4	Course Brochures - Invitation to Learning for Adults, 1974-1975
16	5	Course Brochures - The Place Experimental Program, 1973
16	6	Course Brochures - Various, 1959-1960, 1972-1973

Reports, 1967-1975. 2 Folders.

This subseries includes several statistical reports on grade distribution, academic actions and dean's lists. The subseries also includes *Report on the Attrition in the Engineering-Science Program at Staten Island Community College* (March 1967).

Box#	Folder#	Title
16	7	Reports - Attrition in the Engineering-Science Program, March 1967
16	8	Reports - Grades, 1969-1974
16	9	Reports - "How Does the Professor Spend His Time?" 1961
16	10	Reports - Task Force on Special Programs, 1970
16	11	Reports - "Transformations: Skills Center Impressions," 1974
16	11.1	Reports - "Evening Session and Permanent Education; Thirteenth Annual Report 1969-1970

Schedules, 1961-1976. .25 Linear Feet.

This subseries includes course schedules for day, evening and summer sessions. It also includes final examination schedules for Spring 1975. In addition, there is one folder of memoranda related to scheduling for 1975.

Box#	Folder#	Title
16	12	Schedules - Memoranda on Scheduling, 1975
16	13	General Publications - Creative Writing Program, n.d.
16	14	Faculty Speakers' Bureau, 1975
16	15	Scholarships, 1973-1974
16	16	Ethics on Communications, 1969
17		Schedules - Day Session, 1969-1976
17		Schedules - Evening Session, 1973-1976
17		Schedules - Summer Session, 1973, 1975, 1976
17		Schedules - Final Examinations, Spring 1975

General, n.d. 1 Folder.

This subseries contains a publication of work from the Creative Writing Program.

Box#	Folder#	Title

16	8	General Publications - Creative Writing Program, n.d.
16	8.1	Faculty Speakers' Bureau, 1975
Oversize 2		Communi-Cue, 1963-1964

Scholarships, 1973-1974. 1 Folder.

This subseries contains general descriptions for several named scholarships at the college.

Box#	Folder#	Title
16	9	Scholarships, 1973-1974

Theses & Other Student Research Projects, 1969. 1 Item.

This subseries contains *Ethics in Communications*, a study of moral problems in contemporary modes of communication conducted by the students in the Ethics Class (Philosophy 3) during the Spring Term 1969.

Box#	Folder#	Title
16	10	Ethics in Communications, 1969

Series 3: Student Affairs, 1956-1976. Approximately 4.25 Linear Feet.

This series includes records relating to student activities, student life, student government, student publications and offices providing student services.

There is no run of records for any college office or student organization. There is some coverage of both student government and the student association. There is some coverage of individual events and issues, but a comprehensive documentation of student life is lacking. However, the coverage of student publications is extensive and includes yearbooks, newspapers and literary publications.

Student Activities, c. 1972-1974. 4 Folders.

This subseries includes records related to student activities. It includes a few items related to the sports program and some general files related to student activities on campus.

Box#	Folder#	Title
1	1	Sports - Athletic Awards Banquet, 1972
1	2	Sports - Handbooks & Schedules, 1973-1974
1	3	General Files - Student Demands, c. 1970's
1	4	General Files - Student Activities, 1973

Student Organizations, 1964, 1967, 1970-1976. .33 Linear Feet.

This includes records related to the Afro-American Society, the Black Student Union, the Student Association, and the Student Government. The records of the Afro-American Society consist of a position paper requesting that the college elect a black teacher for History 21. The records of the Black Student Union consist of the college's responses to the organization's issues. The records of the Student Association and the Student Government consist of bylaws, constitutions, and minutes.

The subseries is arranged alphabetically, and then chronologically. A miscellaneous file is placed last in the subseries.

Box#	Folder#	Title

Missing 1	5	Afro-American Society, c. 1970
1	6	Black Student Union, May 1974
1	7	Student Association - Constitution & Bylaws, 1964
1	8	Student Association - Minutes, April 23, 1970
1	9	Student Association - Weekly Report, 1964, 1970, 1971
1	10	Student Government - Minutes, 1967
1	11	Student Government - Day Session Student Senate Minutes, 1973
1	12a-12b	Student Government - Day Session Student Senate Minutes, 1974
1	13a-13b	Student Government - Day Session Student Senate Minutes, 1975
1	14	Student Government - Day Session Student Senate Minutes, 1976
1	15	Student Government - Part Time Student Government Minutes, November 9, 1976
1	16	Student Government - "The Platform of the Trinity," n.d.
1	17	Intercollegiate Athletic Guide, 1967-1968
Oversized 1 2		Student Government - Miscellaneous, 1972-1975

Student Publications, 1956-1976. Approximately 3.5 Linear Feet.

This subseries includes student publications such as newspapers, literary publications and yearbooks. The publications are arranged alphabetically by the publication's title and then chronologically, with two exceptions.

Anything published by Salt of the Earth is filed under Salt of the Earth. Salt of the Earth was a student newspaper, but the same group also published individual demonstration handbooks, comics and other items under individual titles. This arrangement keeps all of their publications together in the collection.

Yearbooks are placed last, rather than by title, as the yearbook's title changed twice during the twenty-year period. There are no yearbooks available for 1965, 1970 and 1974-1976. An additional copy of most yearbooks is shelved in the Archives & Special Collections Reading Room.

Where multiple copies of student publications that were printed as large newsprint sheets were available, one copy is boxed separately as an archival (preservation) copy and the second copy is boxed as a research copy. If there is only one copy of a particular issue, it is boxed as an archival copy. Boxes housing archival copies are identified by an "-A" following the box number and boxes housing research copies are identified by an "-R" following the number. For example, Box 3-A houses archival copies, and 3-R houses research copies. If the paper is oversized, all copies are stored in Oversized Box 4, and with the folders being identified as housing either archival or research copies.

Box#	Folder#	Title
3-R	1	The Advocate, 1971-February 1972
3-A	1	The Advocate, 1971-February 1972, May 1972
2	1	The Advocate, 1972-1973
2	2	The Bay, 1966-1968
3-R	2	Black Awakening, 1969-1970
3-A	2	Black Awakening, 1969-1970
3-R	3	Black Perspective, 1970-1972
3-A	3	Black Perspective, 1970-1972
3-R	4	The Black Press, 1972-1974
3-A	4	The Black Press, 1972-1974
3-A	5	Black Student News, April 1976
3-R	5	Black Student News, April 1976
2	3	Black Student Union Newsletter, November 30, 1971
2	4	Community Free Press, Spring 1974
3-R	5.1	Community News, October 1975
3-A	6	Community News, October 1975
2	5-8	The Dolphin, 1956-1959
Oversized 2	5	The Dolphin, May-December 1960
3-A	7	The Dolphin, May-December 1960
Oversized 2	6	The Dolphin, February-May 1961
3-A	8	The Dolphin, 1961
3-R	6	The Dolphin, October-December 1961
3-R	7	The Dolphin, 1962
3-A	9	The Dolphin, 1962
2	9	The Dolphin, November 1963
3-A	10	The Dolphin, 1963
3-R	8	The Dolphin, 1964
3-A	11	The Dolphin, 1964
3-R	9	The Dolphin, 1965
3-A	12	The Dolphin, 1965
3-R	10	The Dolphin, 1966
3-A	13	The Dolphin, 1966
3-R	11	The Dolphin, 1967
4-A	1	The Dolphin, 1967
2	10	The Dolphin - Suggested Constitution, 1967
3-R	12	The Dolphin, 1968
4-A	2	The Dolphin, 1968
3-R	13	The Dolphin, 1969
4-A	3	The Dolphin, January-May 1969
4-A	4	The Dolphin, June-December 1969
3-R	14	The Dolphin, 1970
4-A	5	The Dolphin, 1970

4-R	1	The Dolphin, 1971
4-A	6	The Dolphin, 1971
4-R	2	The Dolphin, 1972
4-A	7	The Dolphin, 1972
4-R	3	The Dolphin, 1973
4-A	8	The Dolphin, 1973
4-R	4	The Dolphin, 1974
4-A	9	The Dolphin, 1974-1975
2	11	The Dolphin Newsletter, November 1970
4-R	5	English Fifty, 1970
5-A	1	English Fifty, 1969-1970
4-R	6	The End, May 16, 1973
5-A	2	The End, May 16, 1973
4-R	7	The Evening News, 1968-1975
5-A	3	The Evening News, 1968-April 1970
5-A	4	The Evening News, October 1970 - March 1973
5-A	5	The Evening News, November 1973 - April 1976
Oversized 4	1	The News Ferry (Research Copies), 1973-1974
Oversized 4	2	The News Ferry (Archival Copies), 1973
Oversized 4	3	The News Ferry (Archival Copies), 1974
5-A	6	The Paper, September 23, 1970
4-R	8	Peach War Press, April 1973
5-A	6	Peach War Press, April 1973
2	11.1	The Poet's Collective, c1967-1976
4-R	9	Punto, 1971-1976
5-A	7	Punto, 1971-February 1974
5-A	8	Punto, April 1974-1976
2	12	Salt of the Earth, 1969
2	13	Salt of the Earth, January - November 1970
2	14	Salt of the Earth, December 1970
4-R	10	Salt of the Earth, January 1971
5-A	9	Salt of the Earth, January-February 1971
2	15	Salt of the Earth - Comix, c. 1970
2	16	Salt of the Earth - Demonstration Handbook, c. 1970
2	17	Salt of the Earth - The King Has Spoken, c. 1970
2	18	Salt of the Earth - Massive Neuro-Vascular Discharge, c. 1970
4-R	11	The SICC News, 1971-1972
5-A	11	The SICC News, 1971-1972
Oversized 4	4	Student Press (Research Copies), March & April 1975
Oversized 4	5	Student Press (Archival Copies), March & April 1975

4-R	12	Student Press, May 1975-1976
5-A	12	Student Press, May 1975-1976
2	19	The Torch, 1969-1970
2	20	Vanguard, 1969
2	21	Wavemaker, 1969
2	22	Women's Liberation, c. 1970
2	23	Write on Women, May 1974

Student Publications, Yearbooks 1958, 1963, 1964, 1968, 1971-1973

This subseries contains yearbooks from previous years at the college campus. Contains photos and quotes from students.

Box#	Folder#	Title
6	1	Yearbook 1958
6	2	Yearbook Ancora 1959
6	3	Yearbook Ancora 1960
6	4	Yearbook Horizons 1961 copy 1
6	5	Yearbook Horizons 1961 copy 2
6	6	Yearbook Horizons (Soft cover) 1962 copy 1
6	7	Yearbook Horizons (soft cover) 1962 copy 2
6	8	Yearbook Horizons (Hard cover) 1962
7	1	Yearbook Horizons (Soft cover) 1963 copy 1
7	2	Yearbook Horizons (Soft cover) 1963 copy 2
7	3	Yearbook Horizons (Hard cover) 1963 copy 1
7	4	Yearbook Horizons (Hard cover) 1963 copy 2
7	5	Yearbook Horizons 1964
7	6	Yearbook Horizons 1968 copy 1
7	7	Yearbook Horizons 1968 copy 2
7	8	Yearbook Horizons 1971-72
8	1	Yearbook Horizons 1965
8	2	Yearbook Horizons 1966 copy 1
8	3	Yearbook Horizons 1967 copy 1
8	4	Yearbook Horizons 1967 copy 2
8	5	Yearbook Horizons 1969 copy 1
8	6	Yearbook Horizons 1969 copy 2
8	7	Yearbook Horizons 1972-73

Student Services & Publications, 1967-1976. .25 Linear Feet.

This subseries contains materials related to non-academic student services and offices such as Career Services. It also contains materials published for students such as handbooks and guides.

Student Services, 1967-1976. 5 Folders.

This subseries contains publications and reports from specific student service points and offices.

Box#	Folder#	Title
9	1	AID Center - Lemon, Fall 1973

9	2	AID Center - This Week at SICC, 1974-1976
9	3	Cooperative Continuum - USE, n.d.
9	4	Financial Aid & Placement - Placement Report, February 22, 1972
9	5	Office of the Dean of Students - "Calendar", 1967-1971

Publications, 1967-1976. 1 Small Box.

This subseries contains several student handbooks.

Box#	Folder#	Title
10		LEADS, 1975-1976
10		Student Activities Manuals, 1967-1969
10		Student Handbooks, 1967-1973
10		Student Leader's Guide, 1969-1970

Series 4: Alumni Affairs, 1962, 1970-1974. 1 Folder & 1 Item.

This series contains one folder of alumni newsletters and announcements, and one award from the 1962 Starlight Ball Faculty-Alumni Dance Contest.

Box#	Folder#	Title
Display Case		Starlight Ball Faculty - Alumni Dance Contest Award, 1962
1	1	Alumni Association - Newsletters and Announcements, 1970-1974
1	2	Alumni News, 1970

Series 5: Public Relations & Media, 1953-1992. 1.75 Linear Feet

This series contains books, college press releases, media clippings and general files that contains publicly released information about SICC. The general files include miscellaneous flyers and other items used to publicize college events and exhibits.

Books, 1969, 1973. 2 Items.

The two books in this subseries are not exclusively about SICC, but include profiles or case studies of the college.

Box#	Folder#	Title
1	1	Open Admissions: The Promise & The Lie of Open Access to American Higher Education, c. 1973
1	2	The Urban Community College, 1969

College Press Releases, 1969-1976. .5 Linear Feet.

This subseries contains press releases created and distributed by SICC. The collection includes press releases for 1969-1976, except for the period of 1971 - June 1972.

Box#	Folder#	Title
1	3	College Press Releases, 1969
1	4	College Press Releases, 1970
1	5	College Press Releases, July 1972 - June 1973
1	6	College Press Releases, June - November 1973
1	7	College Press Releases, 1974
2	1	College Press Releases, 1975
2	2	College Press Releases, January - July 1976

Media Clippings, 1953-1976, 1979, 1986. 1.25 Linear Feet.

This subseries contains news clippings on SICC, CUNY and related topics of interest that were collected by the college. Coverage is best for September 1971-1973. The arrangement is chronological except for the first and last folders, and the folder "Media Clippings on the China Trip" (1973). As specific individuals created these folders, their contents were kept together and filed as closely as possible within the chronological arrangement.

Box#	Folder#	Title
3	1	Media Clippings, 1955-1967, 1973, 1976
3	2	Media Clippings, 1969
3	3	Media Clippings on SICC & Higher Education, September - December 1971
3	4	Media Clippings on SICC & Higher Education, January - March 1972
3	5	Media Clippings on SICC & Higher Education, April - May 1972
3	6	Media Clippings, June - September 1972
4	1	Media Clippings, October - December 1972
4	2	Media Clippings on SICC & Higher Education, January - March 1973
4	3	Media Clippings on SICC & Higher Education, April - June 1973
4	4	Media Clippings on the China Trip, June - September 1973
4	5	Media Clippings on SICC & Higher Education, July - September 1973
4	6	Media Clippings on SICC & Higher Education, October - December 1973
5	1	Media Clippings, 1974-1976
5	2	Media Clippings from Peter Spiridon, 1953, 1964-1986

General Publicity, c. 1973-1975. 1 Folder.

This folder contains flyers and newspaper publicity for various college events and exhibits.

Box#	Folder#	Title
5	3	General Publicity, c. 1973-1975

Series 6: Events, 1964, 1971-1972. 3 Folders.

This subseries contains materials related to the Sunnyside Campus Groundbreaking Ceremony (1964), an Open House & Career Conference (1971) and a Tribute to Arleigh B. Williamson (1972).

Photographs for events can be found in the **Photographs** series.

Box#	Folder#	Title
1	1	Groundbreaking, June 2, 1964
1	2	Open House & Career Conference, 1971
1	3	A Tribute to Arleigh B. Williamson, 1972

Series 7: History, 1948-1968, 2001. .25 Linear Feet.

This series contains materials related to the founding or general history of SICC.

Founding, 1948-1964. .25 Linear Feet.

This subseries includes proposals, reports and memoranda related to the founding of the college (1948-1955). These files are arranged chronologically. The subseries also includes nine folders of later correspondence (1955-1964). The correspondence has been left in its original order. Similar items seem to be together in the folders, but the nine folders are not arranged in any discernable way. It appears that there were originally ten correspondence files, but that the eighth file is missing. The numbering of the correspondence folders follows the existing numbers, and skips eight.

Box#	Folder#	Title
1	1	Community College Law, 1948
Oversized 2	2	Memorandum on the Need for a Community College, c. 1950
1	2	Report on the Need for a Community College in the Borough of Richmond, May 7, 1951
1	3	Summary Report on the Need for a Community College in the Borough of Richmond, May 1951
1	4	Board of Higher Education - Minutes, June 19, 1951
1	5	Community Colleges in New York City, 1954
1	7	Proposal for Sponsorship & Establishment of a Community College, 1955
1	8	Correspondence #1, 1955
1	9	Correspondence #2, July - December 1955
1	10	Correspondence #3, July - August 1956
1	11	Correspondence #4, 1955-1957
1	12	Correspondence #5, 1955-1957
Oversized 2	3	Correspondence #6, c. 1950-1962
1	13	Correspondence #7, 1956
1	14	Correspondence #9, 1956
1	15	Correspondence #10, 1956

General History, 1959-1960, 1968, 2001. 3 Folders.

These folders contain items related to the history of the college that were collected by individual staff members. The first folder is a collection of items of historical interest and the last two folders contain general historical statements about the college.

Box#	Folder#	Title
1	16	History - Miscellaneous, 1959-1960
1	17	Memoradum on the History of the College, 1968
1	18	Letter to the Editor of Bridges, 2001

Series 8: Buildings, 1958-1976. .33 Linear Feet.

This series contains items related to campus buildings, construction and campus planning. It includes material related to the construction and planning of SICC's Sunnyside Campus. It also includes materials related to the concept of a Learning Town, which was never constructed due to the city's fiscal crisis, the anticipated closure of the Willowbrook State School and the formation of the College of Staten Island in 1976.

There is some material related to prospective sites for the original site of SICC in the

Founding subseries of the **History** series.

All photographs, including campus photographs, were placed in the **Photographs** series.

Sunnyside Campus, 1954, 1958-1971.

This subseries includes correspondence, media clippings, blueline prints, planning documents and the architects' comprehensive survey and report. A comprehensive file on campus development is placed first, all other files are arranged chronologically

Box#	Folder#	Title
Oversized 2	4	Development & Construction, 1954, 1958-1967
Oversized 3	1	The City Record, May 25, 1960
Oversized 2	7	Final Space Program for the Proposed Sunnyside Campus, September 1, 1960
1	1	Sunnyside Campus Development, November 30, 1960
1	1.1	Sunnyside Campus Development, December 6, 1961
Map Drawer 3	1	Blueline Print for Dining Hall Building, 1963
Oversized 3	2	Blueline Prints for Architects' Plaque, March 1967
Map Drawer 3	1	Blueline Prints for the SICC College Sign, October 1967
1	2	Space Utilization Study - Classrooms & Laboratories, Fall 1968
1	2.1	Conference Reports, 1967-1970
Missing 1		Terms, Conditions and Specifications for Building Alterations, 1971

Learning Town, 1966-1976.

The Sunnyside Campus was completed in 1967, but plans began to take shape for the expansion of the campus due to the continued growth of the college. Learning Town was meant to incorporate the college into its setting in the Staten Island Green Belt in an architectural sense, and to create a physical space where the learning activities of the college would also serve the cultural and educational needs of the community. There are four general files, and the contents of each have been left together in the folder. There is also a master plan and an interim report.

Box#	Folder#	Title
Map Drawer 3	1	Blueline Print for Proposed Campus Addition, 1966
1	3	Learning Town #1, 1967, 1971-1976
1	4	Architects - Paul Rudolph, 1975
2	1	Learning Town #2, 1966-1969
2	2	Learning Town #3, 1969-1975, n.d.
2		Interim Report on the 1975 Master Plan, January 5, 1970
1 & 2		Staten Island's Learning Town, January 1, 1971
2		Appendix to the Master Plan Report, January 1, 1971

Series 9: Photographs, 1964-1975. .5 Linear Feet.

This series includes all photographs and slides related to the college. This includes images of the campus, architect's models, events and various images of college life and

staff.

Campus, 1964-1969, 1974-1975. .33 Linear Feet.

This subseries includes slides and photographs of the Sunnyside Campus construction and the completed campus. There are also 80 slides of the architects' rendering of Learning Town.

Box#	Folder#	Title
1	1	Sunnyside Campus - Architects' Rendering, c. 1964
Oversized 3		Sunnyside Campus - Architects' Rendering of Administration Building, c. 1965
1	2	Sunnyside Campus - Stage One Sitework (Project SC-261), June-July 1964
1	3	Sunnyside Campus - Stage One Sitework (Project SC-261), August-September 1964
1	4	Sunnyside Campus - Stage One Sitework (Project SC-261), October-November 1964
1	5	Sunnyside Campus - Stage One Sitework (Project SC-261), December 1964
1	6	Sunnyside Campus - Stage One Sitework (Project SC-261), April-May 1965
1	7	Sunnyside Campus - Stage One Sitework (Project SC-261), June-September 1965
1	8	Sunnyside Campus - Construction Progress Photographs - Cover Letters (Project SC-162), April 1966-October 1967
1	9	Sunnyside Campus - Construction Progress Photographs (Project SC-162), June-July 1965
1	10	Sunnyside Campus - Construction Progress Photographs (Project SC-162), August & October 1965
1	11	Sunnyside Campus - Construction Progress Photographs (Project SC-162), November-December 1965
1	12	Sunnyside Campus - Construction Progress Photographs (Project SC-162), February-March 1966
1	13	Sunnyside Campus - Construction Progress Photographs (Project SC-162), May-June 1966
1	14	Sunnyside Campus - Construction Progress Photographs (Project SC-162), July-August 1966
1	15	Sunnyside Campus - Construction Progress Photographs (Project SC-162), September-October 1966
1	16	Sunnyside Campus - Construction Progress Photographs (Project SC-162), November-December 1966
1	17	Sunnyside Campus - Construction Progress Photographs (Project SC-162), January-March 1967
1	18	Sunnyside Campus - Construction Progress Photographs (Project SC-162), May-August 1967
1	19	Sunnyside Campus - Construction Progress Photographs (Project SC-162), September-October 1967
1	20	Sunnyside Campus - Construction Slides, 1966
Oversized 3		Sunnyside Campus - Framed Photograph, 1967
1	21	Sunnyside Campus - Photographs, 1967-1968

1	22	Sunnyside Campus - Aerial & Exterior Photographs, 1966-1968
Shelf 11		Sunnyside Campus - Poster, 1969
1	23	Sunnyside Campus - Slides, 1969, 1970, 1974
1	24	Learning Town - Slides, 1974

Events, 1964-1975. 6 Folders.

This subseries includes photographs of several events.

Box#	Folder#	Title
2	1	Sunnyside Campus Groundbreaking, 1964
2	2	Inauguration of President Birenbaum, September 30, 1969
2	3	Send-Off for China Trip, August 1973
2	4	Event, June 6, 1974
2	5	Learning Town Event, August 1975
2	6	Event, April 11, 1975

Staff & Student Life, 1960's and 1970's. 3 Folders.

This includes 1 folder of photographs of SICC staff members copied onto computer paper. There are also several photographs of students on the SICC campus. Many of the photographs of students are dated but not otherwise identified.

Box#	Folder#	Title
2	7	Staff Photographs, 1968-1970
2	8	Student Life, 1960's & 1970's
2	9	Student Life, 1971

Other, 1960's & 1970's. 2 Folders.

This subseries includes one folder of contact sheets and one folder of unidentified photographs of students from SICC and Richmond College.

Box#	Folder#	Title
2	10	Various Contact Sheets, 1960's & 1970's
2	11	SICC & Richmond College - Unidentified Photographs, 1970's

Series 10: Realia, 1956-1970, n.d. 9 Items.

This series contains various artifacts related to SICC including record albums, insignia, matchbooks, and scissors from ribbon-cutting ceremonies.

Box#	Folder#	Title
Oversized 3		The American Standard, c. 1970
Shelf 64		Charter for Phi Theta Kappa Fraternity, 1968
Display Case		College Insignia - Display Piece, n.d.
Display Case		College Insignia - Printing Plates, n.d.
Display Case		Scissors from Ribbon-Cutting Ceremonies, 1956, 1960
1	1	SICC Matchbook, c. 1959-1962
1	2	SICC Letterheads, n.d.
1	3	SICC Postcard, c. 1965
1	4	SICC Library Book Card, c. 1970s

2   SICC beanie hat

Shelf 20   SICC Veterans Memorial Plaque, March 29, 1976