SERIES DESCRIPTIONS

SUBGROUP I. NANCY S. DYE PRESIDENTIAL PAPERS, 1948
(1994-2007)-2007 (116.23 l.f.)

Series 1. Annual Reports, 1994-96 (0.1 l.f.)

Arranged chronologically, the annual reports series contains a limited number (7) of reports submitted to the president by academic departments and administrative units.

Series 2. Calendars, Logbooks, & Itineraries, 1994-2007 (8.97 l.f.)

The files in this series detail the daily schedule and activity of the president over the course of thirteen years. Materials document Dye’s meetings and travels both on and off campus. Files were created and maintained by Dye and her administrative assistants. The series consists of three subseries:

Subseries 1. Appointment Calendars, 1994-2007 (0.6 l.f.)

The calendars contain specific details (time, date, and location) concerning President Dye’s appointments, meetings, and trips. The scheduled events include both professional (i.e., campaign fundraising, candidate interviews, senior staff meetings) and personal (i.e., family activities, trips abroad, vacations). Arranged chronologically.

Subseries 2. Telephone Message Logbooks, 1994-2006 (3.37 l.f.)

The 66 logbooks contain telephone messages for Dye recorded by her office staff. The president’s secretaries and administrative assistants took messages in separate logbooks during the same period, so some overlap of time span exists. Arranged chronologically. Of special note are scheduling calendars, maintained by the president’s office, for use of the Cass Gilbert room (2002-04).

Subseries 3. Itineraries, 1994-2006 (5 l.f.)*

The bulk of President Dye’s itineraries document her travels outside of CONTACT _Con-3D7BB491 \c \s \ Oberlin College, although there are a number for college events (i.e., student picnic 1995, CONTACT _Con-3D7BB491 \c \s \ Oberlin College-Schools Partnership meeting 2000). Dye traveled for development and fundraising purposes or for meetings with external organizations (i.e., AAC&U, Pomona College board of trustees). See also the Files Relating to Dye’s External Service (Series 19) for related information. International travel included Paris (2000, 2001, 2005), Turkey (2004), Iran (2004), Obirin University (now
John Frederick Oberlin University) in Japan (2005), and China (2005-06). Arranged chronologically. Permission of Archivist required because some files contain confidential development information.


Consisting of three subseries, these records represent the president’s working files as a board member. Materials include handwritten notes, correspondence, and Dye’s reports to the board. These are not the official records, however, which are filed in the Office of the Secretary (RG 5). Minutes were moved to Archives to sustain existing series in the Board of the Trustees records (RG 1).

Subseries 1. Board Meetings Files, 1994-2006 (0.92 l.f.)

This series documents Dye’s involvement during the Board of Trustees meetings as an ex-officio member and as the college president. Arranged chronologically.

Subseries 2. Committees Files, 1994-2007 (0.83 l.f.)

Files document President Dye’s direct and indirect involvement with committees of the Board of Trustees, as a full member or an ex-officio member. Significant files include those of the executive committee, the nominating committee, and various ad hoc committees of the board. Arranged alphabetically by committee.


Name files primarily consist of correspondence between Dye and board members regarding institutional matters. Other lesser files include greeting cards and clippings. Of particular note are files relating to Larry Dolan’s discussions with students about the use of the Chief Wahoo mascot of the Cleveland Indians (2000). Another file of interest relates to William (Bill) Perlik, who served as a trustee from 1978-2000 and had a close working relationship with Dye when he served as board chair (1993-2000). Included in Perlik’s file is his student file (1948) and a copy of Dye’s remarks at his memorial service in McLean, Virginia, in 2006. Arranged alphabetically by trustee surname. Files are restricted.


The legal files document transactions that the institution faced in litigation, in contested employment issues, and in a safety and security incidents involving CONTACT Con-3D7BB8491 \c\s\l Oberlin College employees and students. Materials include correspondence, legal documents (i.e., briefs, depositions, and transcripts of proceedings), and police reports. Staff in the Office of the President created this file unit with the title of Bylaws and Legal Files, though no
specific information exists here relating to changes to the bylaws. **Files are restricted because of the access conditions placed on them.** The series consist of two subseries:

**Subseries 1. Name Files, 1994-2006 (5 l.f.)***

Legal files organized alphabetically by surnames. **Files are restricted.**

**Subseries 2. Subject Files, 1973 (1994-2006)-2006 (2.9 l.f.)***

Legal files organized by subject. Also included are files relating to the college’s attorneys, Frantz Ward LLP and Thompson, Hine & Flory (both in Cleveland, Ohio). Arranged alphabetically. **Files are restricted.**

**Series 5. Files Relating to Units Reporting to President, 1993-2007 (2.05 l.f.)***

Consisting of two subseries, files found in this series document Dye’s role as the head of senior staff and the supervisor to her immediate (confidential) employees in the Office of the President. The materials mainly consist of correspondence, meeting agendas and minutes, memoranda, printed emails, and reports for divisions or departments. **These files are restricted.**

**Subseries 1. Name Files, 1993-2006 (1.25 l.f.)***

Consisting of thirty-six (36) name files, this subseries contains correspondence (including salary and resignation letters) and handwritten notes. Files are arranged by group: confidential employees (president’s office staff), senior staff members, and student assistants in the president's office and thereunder alphabetically. **Files are restricted.**

**Subseries 2. Senior Staff, Meetings of, 1994-2007 (0.8 l.f.)***

The bulk of this subseries is senior staff meetings files. Additional documents mainly consist of correspondence re meetings, retreats, and salary adjustments. Arranged alphabetically and thereunder chronologically. **Files are restricted.**


This series documents the administration’s relationship with academic departments and administrative offices. Typically, the Office of the President receives copies of high-to-medium level transactions from senior management and department heads. Files mainly consist of correspondence, memoranda, printed emails, reports, as well as informational copies. Series is arranged into
two subseries:

**Subseries 1. Academic Departments & Programs, 1991-2007 (4.15 l.f.)**

The subseries, representing fifty-nine (59) academic departments and programs, includes documentation on curricular changes, faculty concerns, and grants awarded. Substantial files exist for the College of Arts & Sciences and the Conservatory of Music. Files of particular note are: the Dannenberg Oberlin-in-London Program concerning safety of students abroad (1996); the East Asian Studies Program short-term suspension due to lack of interest (1995); and the Graduate Teacher Education Program implementation (2007). Of special note are the voluminous Athletics & Physical Education files concerning Title IX infractions (1993-97), laid-off workers at the Philips Gym (1998), and correspondence with Michael Muska, the college’s first openly gay athletic director (2000-02). The files are arranged alphabetically by department and thereunder chronologically. Files for particular departments and years are uneven in size and character.

**Subseries 2. Administrative Offices & Departments, 1990-2007 (9.95 l.f.)**


**Series 7. Budget & Fiscal Files, Accounts, President’s Office, 1994-2006 (2.5 l.f.)**

The presidential accounts files document grants or foundation funds (i.e. Hewlett-Mellon Fund, Rachel Beverly Memorial Fund) that were allocated to students and faculty at the discretion of the president. Examples of student-initiated projects include speakers on campus, honors research trips, and performances. Materials consist of applications, correspondence between the president’s office and applicant, and the project outcome. Also included in this

**Series 8. Budget & Fiscal Files, College-wide Accounts, 1994-2006 (0.8 l.f.)**

Records in this series document budgetary information of Oberlin College. The bulk of files in this series relate to the budget constraints of fiscal year 2002-2003. These files primarily consist of correspondence, financial summaries, handwritten notes, and news clippings. Topics include faculty and staff position eliminations, health care costs, and Dye’s deferred compensation package. Arranged alphabetically by folder title.

**Series 9. Commencement Exercises Files, 1995-2006 (0.8 l.f.)**

This series consists of materials relating to Dye’s involvement in Oberlin College commencement exercises and class cluster reunions during commencement weekends. Files for the 1995, 1996, and 2006 commencement exercises constitute the bulk of this series. Dye’s research binders for the 1996 and 2006 commencement exercises include faculty honors, fundraising efforts, and graduating student statistics. Level of documentation is uneven and a gap exists for 2003 commencement exercises. Arranged chronologically. See also Series 27, Speeches Files.

**Series 10. Correspondence, Daily Logbooks, 1994-95 (0.01 l.f.)**

The two logbooks served as a daily record of Dye’s correspondence from July 1, 1994 to January 27, 1995. Information in the logbooks includes date received, correspondent, topic or affiliation, and date replied.

**Series 11. Correspondence, Chronological Files, 1994-2007 (5.4 l.f.)**

Files document President Dye’s daily outgoing correspondence to individuals both on campus and representing external organizations. Topics include: curriculum such as the Center for Service Learning (1994) and the Graduate Teacher Education Program (2007); incidents of safety and security on campus; and diversity on campus including homosexuality (November 1996). Letters of appointment and recommendations are found here, which are restricted. The correspondence of Acting President Clayton Koppes is included (July 1 to December 31, 2000). Correspondence in electronic format is located in Series 18, Electronic Records. For chronological email correspondence, researchers should consult Series 12, Emails (Printed).

**Series 12. Emails (Printed), 1994-2006 (9 l.f.)**

Series contains emails printed by President Dye or her staff. Dye used email to
correspond with alumni, faculty, senior staff, students, parents, and trustees. Among the more frequent topics are those relating to academics, campus incidents, construction projects, fundraising, policies and procedures, and student concerns. Gaps in the printed emails exist; this is not a complete record of Dye’s email exchanges. Researchers should note that printed emails exist in nearly every records series in the group, especially within the appropriate subjects/topics (Series 28) as well as in general correspondence (Series 13). The series contains the following five subseries:

**Subseries 1. Email with Index, 1994-98 (1.25 l.f.)**

Each folder contains an index – a printed copy of President Dye’s email inbox – and includes sender, subject, and date elements. Topics include administrative searches, alcohol policy, animal rights, anti-Semitism, and the failed appointment of Sam Goldberg. Printing of these documents seemed to be a sporadic process, so the dates are not inclusive. Additional emails for the years 1996-98 may be included in Subseries 2 and Subseries 3 (see below).


The Office of the President’s staff filed incoming printed email messages separately from outgoing emails during specific time periods. Researchers should note that files for February 1999, November and December 2003, and May through December 2004 contains only outgoing messages. Arranged chronologically.

**Subseries 3. Email, Chronological, 1996-2006 (6.65 l.f.)**

The chronological messages document Dye’s daily email correspondence, both sent and received. Archives’ staff identified subjects of messages during processing. Emails for 2005-06 are from the inbox of Lisa Farrar, one of the presidential secretaries.

**Subseries 4. Email with Faculty, 2001-04 (0.2 l.f.)**

Subseries contains one folder of email correspondence with faculty. The bulk of the messages are dated 2004.

**Subseries 5. Website, Incoming Emails Through, 2000-03 (0.1 l.f.)**

Includes email messages written to Dye through the website of the Office of the President. Emails were then forwarded to the appropriate office/department or answered by Dye or her staff. Arranged chronologically.
Series 13. General Correspondence Files, 1993-2007 (13.5 l.f.)

File units were developed and maintained by the president’s office staff. Archives’ staff filed letters identified as miscellaneous or scattered throughout the record group in subseries below. Researchers should note there may be inconsistencies in the filing system. For example, government correspondence has a separate subseries for 2000-06; prior to 2000, the government correspondence was filed within the appropriate regional subseries. Files within the subseries are arranged chronologically by academic year and alphabetically thereunder. Subseries contain both general files and individual name files. Correspondence is also found in Emails, Printed (Series 12), Electronic Records (Series 18), and Subject Files (Series 28). Arranged into the following eleven (11) subseries:

Subseries 1. Administrative Transition Files, 1993-95 (0.4 l.f.)

Contains Dye’s correspondence during the transition (Spring 1994) before she left Vassar College (Poughkeepsie, New York) for Oberlin. Included are files relating to institutional matters that Dye would face when she took office on July 1, 1994, and her move to the president’s house at 154 Forest Street. Correspondence with, plus informational copies from, S. Frederick Starr accounts for the date span. Of particular note is the online correspondence (now in paper form) between students regarding the selection of Dye as President. Archives’ staff foldered letters originally designated miscellaneous by the president’s office and arranged them by correspondent. Arranged alphabetically by folder title.

Subseries 2. Administrative & Professional Staff, 1994-2006 (0.8 l.f.)

Includes incoming and outgoing correspondence with CONTACT _Con-3D7B4891 c’s slash l Oberlin College staff. The bulk of these letters relate to personnel matters such as appointment letters and resignations letters. Also included are Dye’s letters of recognition to staff members for exceptional job performances.

Subseries 3. Alumni, 1994-2006 (3.4 l.f.)

Includes correspondence with alumni regarding campus events, college financial matters, diversity concerns, and student retention. Dye corresponded with members of the Alumni Association and Oberlin Lesbian, Gay, and Bisexual Alumni (OLGBA), which was renamed Oberlin Lambda Association (OLA).

Subseries 4. Colleges & University, 1994-2007 (0.8 l.f.)

Contains correspondence with various college and university
representatives. Of particular note are four letters (2003-04) to/from Marvin Krislov re visits to Oberlin while he was Vice President and General Counsel at the University of Michigan.

Subseries 5. Community, Letters to, 1994-2006 (0.2 l.f.)

Subseries consists of letters written by Dye to the Oberlin College community in response to campus concerns such as safety and security incidents; Environmental Policy Statement adoption (April 15, 2004); and Dye’s resignation as president (September 10, 2006). National events such as those of September 11, 2001, the U.S. Presidential election of 2004 (November), and Oberlin College’s response to Hurricane Katrina (September 2005) are also addressed.

Subseries 6. Faculty, 1994-2006 (3.2 l.f.)

Consists of correspondence between Dye and faculty members. Topics discussed include faculty appointments and accomplishments, committee work, health care, retirements, and salary changes.

Subseries 7. Government, 1999-2006 (0.1 l.f.)

Mainly consists of letters with local, state, and national government representatives on issues such as funding for education, student financial aid, and international student visa requirements post-September 11, 2001.

Subseries 8. Regional: Oberlin & Lorain County, 1994-2007 (0.4 l.f.)

Documents letters between Dye and business or civic organizations located in the City of Oberlin and Lorain County. For additional local correspondence, see Series 14, Alphabetical Correspondence Files. For information on the Allen Memorial Hospital and the Lorain County Airport, see Series 28, Subject Files.

Subseries 9. Regional: Outside Lorain County, 1994-2006 (1.4 l.f.)

Mainly consists of correspondence with national and state organizations. Dye was directly involved with a number of these. See also Alphabetical Correspondence (Series 14), Files Relating to Dye’s External Service (Series 19), and Files Relating to Foundations & Memberships (Series 20).
Subseries 10. Students & Parents, 1994-2006 (2.6 l.f.)

Contains correspondence with students and parents concerning financial aid, judicial matters, and registration. Also included are student letters re diversity, the environmental, and social issues. The letters show evidence of Dye’s relationships with students through congratulatory notes for accomplishments and thank you notes from students invited to the President’s house.

Subseries 11. Various Correspondence Files, 1994-2004 (0.2 l.f.)

The bulk of this subseries is incoming letters to Dye while she was on sabbatical (letters date 1999-2000). Other file units include unfiled letters, 1994-98, and letters identified as “weird” by the president’s office.

Series 14. Alphabetical Correspondence Files, 1994-2007 (1.4 l.f.)

Alphabetical correspondence files contain letters relating to external organizations. A number (27) of these organizations are located in Oberlin City and Northeast Ohio. Of particular interest is correspondence with the City of Oberlin re fire safety for off-campus housing (1998-2005), and public reactions over professor A.G. Miller’s statement about who is qualified to teach Black history at Oberlin public schools (2003). Arranged alphabetically by organization.

Series 15. Letters of Recommendation, 1988-2005 (0.8 l.f.)*

Series consists of letters written on behalf of faculty, staff, and students for employment, grants, scholarships, or school admission. Typically also includes correspondence written by the individual requesting the recommendation. The series is arranged in two subseries. These files are restricted.

Subseries 1. Chronological Files, 1988-2003 (0.4 l.f.)*

Arranged chronologically by year. Subseries also contains letters written while Dye was employed at Vassar College, which accounts for the time span. Files are restricted.

Subseries 2. Name Files (alphabetical), 1998-2005 (0.4 l.f.)*

Arranged alphabetically by surname. Files are restricted.

Series 16. Invitation & Greeting Card Files (CONTACT _Con-3D7BB4891\c \s \ Oberlin College), 1995-2006 (0.2 l.f.)
The series contains sample (blank) invitations sent by President Dye to campus events such as annual September homecomings, holiday receptions, and John Frederick Oberlin Society events. As official agents of the college, Dye and her husband, Griff, sent holiday greeting cards. The invitations and holiday greeting cards are foldered separately and arranged chronologically thereunder.

**Series 17. Councils, Committees, & Task Forces Files, 1986-2007 (4.35 l.f.)**

The series documents President Dye’s direct or indirect involvement in various councils, committees, and task forces. Arranged alphabetically by committee name, files include correspondence, meeting minutes, and reports. Series is arranged into two subseries.

**Subseries 1. Faculty Councils & Committees, 1986-2007 (2.9 l.f.)**

Files document Dye’s interest in or involvement as a member or ex-officio member of over 60 faculty councils and committees.

**Subseries 2. Campus-wide Committees & Taskforces, 1995-2007 (1.45 l.f.)**

Files for campus-wide committees and task forces include meeting minutes, correspondence, presidential reports, and printed emails. Of particular interest is the Diversity and Multiculturalism Task Force (2002-05), which she created in the fall of 2002 to advance campus-wide conversation about multiculturalism and Oberlin College’s efforts to support diversity.

**Series 18. Electronic Records, 1995-2007 (0.6 l.f.)**

The series contains electronic files saved from the computers of President Dye and her office staff. Archives’ staff filed a printed inventory with the disks (formats include 3.5” diskettes, Zip disks, and CD-ROMs) detailing their contents. Part of this series includes disks and CDs drawn from other parts of the record group. These documents may also exist in printed form within other series of the record group.


Series shows evidence of Dye’s very active service to external organizations locally, regionally, and nationally. Files primarily consist of correspondence, meeting agendas, minutes, and reports. For related information, see also itineraries files subseries (Subgroup I, Series 2). Files that document her
involvement with the Thomas L. Conlan Foundation (Cincinnati, Ohio) are found in Files Relating to Foundations & Memberships (Series 20). The series consists of 26 subseries arranged alphabetically as received by the office, and thereunder chronologically.

**Subseries 1. Academic Search Consultation Service, 1995-98**

Dye served on the board of directors for Academic Search Consultation Service (Washington, D.C.) from 1996-98. This not-for-profit organization provided assistance to academic institutions in searches for presidents and senior administrative staff.

**Subseries 2. The Access Program, 1994-2004**

President Dye was on the board of trustees and the program committee for The Access Program (Elyria, Ohio) from 1994-97. The Access Program’s mission was to increase the number of Lorain County residents who were education beyond the high school level. Information exists here on CONTACT _Con-3D7BB4891 \c \s \l Oberlin College’s partnership with The Access Program’s Summer Camp at Oberlin, which was held on the college campus (1999-2004).


Dyed served a term on the American Council of Education (ACE) board of directors from 2000-03. She shared this national organization’s interest in the advancement of higher education issues and public policy through advocacy, research, and program initiatives.

**Subseries 4. American Council of Learned Societies, 1996-2007**

For the American Council of Learned Societies (ACLS), she served on the board of directors from 2000-04. The ACLS’s mission was to advance humanistic studies and strengthen connections among related national societies.

**Subseries 5. Assoc. of American Colleges & Universities, 1994-2007**

Dye acted in multiple capacities for the Association of American Colleges & Universities. She became a board member in 1996, served as the vice chair and acting chair in 2000, and then became chair from 2001-02. Correspondence exists with college and university presidents in 2002 regarding the AAC&U’s Presidents’ Campaign for the Advancement of Liberal Learning (CALL).

Dye was a member of the Association of Independent Colleges & Universities of Ohio, and her term as a Presidential Member of the Executive Committee lasted from 1995 to 1998.


Dye served on the board of trustees and the program committee for the Cleveland Council on World Affairs, whose mission was to enhance understanding of international issues through programs and conversations with business, educational, and public sectors in Northeast Ohio.


President Dye was a member of the board of directors, 1994-2007, vice chair in 1997-99, and on the Five Year Review Committee in 2002-03. The Consortium of Financing Higher Education (COFHE) files contain correspondence as well as statistical information from alumni and student surveys. Ross Peacock, director of Oberlin's Office of Institutional Research, also worked closely with COFHE to provide and compare institutional data.


Dye served as the first president of the Five Colleges of Ohio (also referred to as Ohio Five). Other participant schools included the College of Wooster, Denison University, Kenyon College, and Ohio Wesleyan University. The five presidents made up the board of trustees; their interest was to combine resources to decrease costs and expand the educational programs of the respective colleges. Materials included in this subseries primarily consist of articles of incorporation, bylaws, correspondence, and minutes. Files document OhioLINK agreements, the Language Technology Project, and grants received by the consortium.

Dye acted in multiple capacities on the Great Lakes Colleges Association (GLCA). She was first appointed to the board of directors in 1994 and served on the executive committee as secretary (1998-2000), vice chair (2000-02), chair (2002-04), and immediate past chair (2004-06). She also was chair of the GLCA presidential search committee (2003-04). An important set of files is the GLCA Committee for Institutional Commitment to Educational Equity, which contains material documenting a conference held at Oberlin College titled “The Souls of Black Folk: A Celebration of Scholarship” (April 10-12, 2003).

Subseries 12. Humanities Foundation, (Univ. of Kentucky), 1994-97

Although Dye was on the board of directors before coming to Oberlin College, these files only document her service from 1994-97. The foundation’s purpose was to support programs in humanities and provide student scholarships in academic programs at the Gaines Center for the Humanities at the University of Kentucky. (Dye formerly taught at the University of Kentucky.)

Subseries 13. International Research & Exchanges Board, 2005-07

President Dye served on the influential International Research & Exchanges Board (IREX) board of directors in 2005-07. Documented here is Dye’s role in advancing the mission of IREX, with an emphasis on her 2004 trip to Iran with Mark Pomar (president of IREX) as part of Search for Common Ground.


In 1995, Dye began her term as a community board member for Kendal at Oberlin – a continuing care retirement community. She worked on the charitable committee, the community relations committee, and the mission and purpose committee. Due to her schedule, Dye frequently could not attend meetings and was made an ex-officio board member in 2000. Also documented here are Dye’s talks and presentations given at Kendal re community service.


Dye became a member of the KnowledgeWorks Foundation (Cincinnati, Ohio) board of trustees in 2001. In October 2002, she resigned due to time constraints. Subseries includes Dye’s letter of support to the 2006-07 project, P-16 Council in Lorain County, which received grant
funding from the foundation.

**Subseries 16. Kresge Foundation HBCU Initiative, 2000-02**

Dye served on the advisory committee (2000-02) for the Kresge Foundation HBCU Initiative, which strengthened advancement and fundraising at selected historically black colleges and universities. She also gave a presentation on fundraising at the first annual conference. Subseries contains a limited number (10) of documents.

**Subseries 17. Lake Ridge Academy, 1997-2000**

President Dye was on the board of trustees (1997-2000) for Lake Ridge Academy, a private, K-12-grade school in North Ridgeville, Ohio. She also served on the development committee (1997-98).


CONTACT _Con-3D7BB4891 \c \s \v The subseries mainly documents Oberlin College’s membership to the National Association of Independent Colleges and Universities. President Dye was a member of the Commission on Campus Concerns (1997-98).


Dye was a member of the North Coast Athletic Conference (NCAC) president’s council. Materials in this subseries primarily include correspondence between Dye and other NCAC presidents, minutes, reports, and sports team schedules. Topics of particular note are proposed changes to the Oberlin College football schedule and expanding the NCAC (1998-99).


As a member college president, Dye served on the board of trustees of the Northeast Ohio Council on Higher Education (NOCHE), formerly the Cleveland Commission on Higher Education. Dye shared the organization’s mission of collaboration between northeastern Ohio higher educational institutions and business communities to advance the region’s economic development. Dye rarely attended regular meetings but was involved in the SUCCESS (Schools, Universities, Colleges Collaborating Equals Student Success) program in 2001, the College 360° program in 2005, and the strategic planning committee in 2005.

**Subseries 21. Ohio Campus Compact, 1996-2003**
Ohio Campus Compact promoted community service at colleges throughout Ohio. This subseries documents President Dye’s membership on the executive committee (1996-2000) and Oberlin College’s role in hosting an Ameri*Corps VISTA representative (1999-2000).


Mainly documents Dye’s terms on the major gifts committee (2002-05), the fiftieth anniversary committee (1999-2001), and the presidential search committee (2001). Subseries contains planning materials on the fiftieth anniversary convocation held at Oberlin College (September 28, 2000). Files also document the nomination and celebration of Oberlin College alumni’s induction into the OFIC Hall of Excellence: Carl T. Rowan (’47) in 1998 and Dr. Frederick Cross (’42) in 2000.

Subseries 23. Ohio Rhodes Scholarship Trust, 2000-04

Dye served on the Ohio Committee of Selection for the Rhodes Scholarship (2000-04) and was chair (2000-01). Materials mainly consist of correspondence, scholarship requirements, and instructions for the interview process, which were held at Oberlin College.


President Dye served on the board of trustees of Pomona College (Claremont, California) for nine years (1997-2006). During this time, she was on the following committees: academic affairs (1998-2006), buildings and grounds (2001-06), executive (2001-06), and student affairs (1998-2006). Materials mainly consist of correspondence, agendas and minutes, and reports.


In 1996, Dye was elected to the Second Nature (Boston, Massachusetts) board of directors whose mission was to expand environmental sustainability as a foundation of learning and practice for colleges and universities. Documentation spans 1996-98, except for one email (2000) from Clayton Koppes, acting president, re a Second Nature conference held at Oberlin College.

Dye served on the United Negro College Fund’s Institute for Capacity Building Advisory Committee. The committee’s mission of supporting and building on member institution’s programs to provide challenging choices for African American students coincided with Oberlin’s diversity and multicultural education initiatives. Materials mainly consist of correspondence, handwritten notes, and goals of the committee.


Consisting of two subseries, the series documents CONTACT _Con-3D7BB4891 \c \s \ Oberlin College’s relationship with foundations identified by the administration as a potential source of grant funding as well as external organizations to which the college or Dye held memberships.

Subseries 1. Foundations (Abington-World Bank), 1994-2007 (3.75 l.f.)

This subseries documents the administration’s involvement with numerous (114) foundations for fundraising efforts. Letters detail the monetary amount and the project designation for the grants. In addition to correspondence, materials include proposals and applications. Of special note is the Thomas L. Conlan Education Foundation, Cincinnati, Ohio, (1999-2000) of which Dye served on the board of trustees. Materials in the Conlan Education Foundation files include correspondence, meeting minutes, and informational copies sent to Dye. Arranged alphabetically by foundation.

Subseries 2. Membership in Organizations, 1994-2007 (0.4 l.f.)

The subseries primarily consists of correspondence, invoices, and membership information for external organization to which Dye or CONTACT _Con-3D7BB4891 \c \s \ Oberlin College held memberships. The twenty (20) organizations include national, regional, and local, such as Association of University Professors, Association of Governing Boards, and Union Club (Cleveland, Ohio). Arranged alphabetically.

Series 21. Inauguration Files, 1994 (1.4 l.f.)

Files document the October 8, 1994, inauguration ceremony of Dye as CONTACT _Con-3D7BB4891 \c \s \ Oberlin College President. Materials include: drafts of inaugural address, correspondence, certificates of congratulations, and printed materials. The weekend events (Oct. 7-9) – ceremony, dinner, lunch, and reception – are also documented. Series includes a partial record of the inauguration planning committee. Arranged
Series 22. Long Range Planning Files, 1988-2006 (7.15 l.f.)

Consisting of five subseries, the bulk of this series details two long range plans created during this administration. The files provide evidence of campus-wide involvement in the planning process and the role played by external consultant Elaine C. Kuttner. Other lesser files document a plan developed by the Strategic Issues Steering Committee (SISC) under president S. Frederick Starr and Dye’s brief attempt to revise the SISC draft into “SISC Lite.” Subseries are arranged alphabetically by folder title.

Subseries 1. Strategic Issues Steering Committee, 1988-95 (1 l.f.)

Contains files relating to the S. Frederick Starr administration’s strategic planning process called Strategic Issues Steering Committee (SISC). The bulk of these files predates Dye’s appointment but served as reference materials for her first planning process in 1994. This subseries includes files given to Dye from George R. Bent, trustee and co-chair of SISC, with his annotated notes. Of particular interest are correspondences to Starr from alumni re their opinions about the SISC draft document.

Subseries 2. SISC Lite, 1993-95 (0.4 l.f.)

Files show evidence of Dye’s attempt to revise the SISC draft into “SISC Lite.” Materials primarily consist of correspondence, findings of the financial prospectus study group, and two reports written by Dye re strategic planning. Of special note is Dye’s 1995 “A Note on Plans and Planning” document, which explains why she abandoned SISC in favor of a new planning process.

Subseries 3. “Broad Directions for Oberlin’s Future,” 1994-99 (2 l.f.)

This subseries documents the long range planning process of 1996-97 that created “Broad Directions for Oberlin’s Future.” Correspondence, planning team reports, meeting schedules, and discussion groups led by consultant Elaine C. Kuttner show evidence of the campus-wide level of involvement in the process. Follow-up correspondence and reports account for the date span.

Subseries 4. “A Strategic Plan for CONTACT _Con-3D7BB4891 \c \s \ Oberlin College,” 2003-07 (2.5 l.f.)

Files detail the 2003-05 planning process that created “A Strategic Plan
for Oberlin College,” which also included a five-year financial plan. Mainly consists of correspondence (the bulk in printed email format), annotated drafts, and meeting schedules. The Fearless marketing strategy by Edwards & Company files are also found here. See also subseries 5 below for additional strategic planning materials. These are not the official files, which are located in the Office of the Provost.

**Subseries 5. Lisa Farrar’s Files, 2003-06 (1.25 l.f.)**

This subseries mainly consists of emails, meeting arrangements, and reports (including drafts) relating to “A Strategic Plan for Oberlin College” and its implementation. Presidential secretary Lisa Farrar served as point person for the planning process and was responsible for coordinating meetings, executing revisions to drafts for campus-wide review, and corresponding with faculty.

**Series 23. Personnel Files, 1977-2007 (3.3 l.f.)*

The series documents the administration’s role pertaining to personnel issues, such as senior staff searches and negotiations with two of the college’s three labor unions, United Auto Workers (UAW) and Oberlin College Office & Professional Employees (OCOPE). Personnel files are arranged into four subseries. Permission of the Archivist is required for access.

**Subseries 1. Searches Files, 1994-2007 (1.25 l.f.)*

Searches files contain correspondence, *curriculum vitae*, itineraries, and committee recommendations for various senior staff searches conducted by the Dye administration. Information for the final three candidates and any CONTACT _Con-3D7BB4891 ¢ « s \
Oberlin College applicants were retained. Arranged chronologically and thereunder alphabetically by position title. Files are restricted.

**Subseries 2. Labor Relations & Unions Files, 1977-2005 (1.25 l.f.)*

The bulk of this subseries centers on college negotiations with labor unions, specifically UAW in 1995 and OCOPE in 2001. General files titled “Labor Relations and Issues” (1992-2004) contain additional information on these two groups. Materials include correspondence between Dye and Michael J. Frantz (college attorney), memoranda of agreement between the College and labor unions, and employee-signed petitions. Of note is correspondence from students on behalf of the unions. Little information relating to grievances and contracts for the employee group Administrative & Professional Staff (AP&S) or the CONTACT _Con-3D7BB4891 ¢ « s \ Oberlin College Security Association (OCSA) union is found here. Arranged alphabetically by
union and chronologically thereunder. **Files are restricted.**

**Subseries 3. Nancy S. Dye Personnel Files, 1994-2006 (0.2 l.f.)***

Limited in date and uneven in character, the personnel files relating to Dye consist of performance evaluations, self-assessments, and statements of accomplishments. Also included here are biographical sketches, *curriculum vitae* prepared by Dye, and information detailing her relocation arrangements to Oberlin in 1994. Arranged alphabetically by folder title. **Files are restricted.**

**Subseries 4. Subject Files, 1994-2007 (0.6 l.f.)***

The subject files for personnel consist of three file units: appointment letters, miscellaneous personnel files, and salary letters and evaluations. Materials mainly consist of correspondence, separation agreements, and salary reviews. **Files are restricted.**

**Series 24. News Clippings Files, 1993-2004 (0.2 l.f.)**

News clippings files consist of articles about Dye and her role as an administrator drawn from a variety of sources, including college, local, state, and national newspaper and magazines. The 1993-94 presidential search leading to her appointment and her first years on campus are the bulk of the topics found here. Archives’ staff removed clippings not directly related to Dye or CONTACT Con-3D7BB4891 \c \s \Oberlin College during processing.

**Series 25. Self-studies & Consultation Reports, 1994-2006 (2 l.f.)**

Consisting of three subseries, the series contains self-studies conducted by CONTACT Con-3D7BB4891 \c \s \Oberlin College and consultation reports performed by outside firms. Included in this series are correspondence, committee minutes, reports, and survey results.

**Subseries 1. Student Retention Studies, 1994-2002 (0.4 l.f.)**

This subseries contains files relating to the Black Student Retention Study (1995-98) conducted by CONTACT Con-3D7BB4891 \c \s \Oberlin College as well as the Student Retention Study (1994-2002) conducted by Art and Science Group, L.L.C. Materials primarily consist of correspondence, reports, and statistical data. The Student Retention Study files also document the meetings and activities of the retention task force. Arranged alphabetically by study and thereunder chronologically.

Records of the 1998 CONTACT _Con-3D7BB4891 \c \s \l Oberlin College and Conservatory of Music reaccreditation self-studies, conducted by the North Central Association of Colleges & Schools, are located here. The subseries also contains materials relating to the Self-Study Committee, which was chaired by Carol Lasser (associate professor of history) and later Robert Pierce (professor of English). Lasser created/collected the bulk of the committee materials including a number of handwritten notes. The 1998 self-studies were the first produced under the Office of the President (previously under the Office of the Secretary). Arranged alphabetically by folder title. A second copy of the final report (with appendices) exists in the record group.

Subseries 3. Various Files, 1996-2006 (0.4 l.f.)

The subseries contains eleven (11) studies conducted by CONTACT _Con-3D7BB4891 \c \s \l Oberlin College or consultation reports performed by outside firms. Files of particular interest relate to the capital maintenance “Facilities needs Assessment Executive Summary” conducted by Aramark Facility Services (2006) and the student health services report by Health Advocates (1996). Arranged alphabetically.

Series 26. Files Relating to Students & Organizations, 1994-2007 (1.1 l.f.)

Consisting of two subseries, this series documents President Dye’s direct relationships as president, advisor, and professor to Oberlin College students. Correspondence represents the bulk of the material. See also Series 13, General Correspondence Files (Subseries 10, Students & Parents).

Subseries 1. Student-related Files, 1994-2005 (0.5 l.f.)

Files document Dye’s modest role as an academic advisor (1994-2005) and professor of history (1994-97). Of special interest are dozens of student questions and Dye’s responses (1994-2000), which were posted on a public kiosk outside the Cox Administration Building. This practice was discontinued after 2000. Arranged alphabetically.

Subseries 2. Student Organizations Files, 1996-2007 (0.6 l.f.)

Files contain correspondence between Dye and representatives from student-based organizations. In particular, new groups such as Oberlin Sexual Minorities (2003) and BDSM (Bondage, Discipline, & Sadomasochism) also known as SECURE (Students Exploring Consent & Understanding Regarding Equity, 2000-01). The bulk documents the
relationship between OSCA (Oberlin Student Cooperative Association, 1995-03) and administration. Arranged alphabetically.

**Series 27. Speech Files, 1994-2007 (1.25 l.f.)**

Consisting of forty-one (41) files with speech texts or drafts (1994-2007) and twenty (20) “ideas for speeches” files (1997-2003), this series documents the speaking schedule (internal and external) taken on by President Dye. In addition to the 2002 and 2005 State of the College addresses, Dye spoke to the 1998 College Club of Cleveland meeting re diversity in higher education and gave the 2005 commencement address at Oberlin University in Japan. The Office of the President maintained the reference files titled “ideas for speeches,” which primarily contain annotated photocopies of articles. Speeches also exist in electronic format (Series 18). Arranged chronologically. See Record Group 37 for sound recordings.

**Series 28. Subject Files, 1957 (1994-2007)-2007 (12.5 l.f.)**

Among the more important subject files included here are those relating to environmental issues, free speech, student activism, and campus incidences such as harassment and racism. Also documented are files relating to collaborations with the City of Oberlin including the Allen Memorial Hospital, the Lorain County Airport expansion controversy, and the Oberlin College – Schools Partnership program. A file of particular note relates to Hurricane Katrina, which documents the college’s efforts to raise over $140,000 for Dillard University in New Orleans during the 2005-06 academic year. Arranged alphabetically by subject.

**Series 29. Writings Files, 1971-2004 (0.4 l.f.)**

Consists of files documenting Dye’s scholarship including thirteen articles or book reviews and one book manuscript, all of which were written, edited, or coauthored by Dye. Health and labor studies in the context of women’s history represented her main topical interest. The bulk of these files predate Dye’s time as President and Oberlin College’s president. However, two articles written while she was college president are found here: a 1995 opinion piece on the future of libraries for The Observer, and a history of the founding of the Association of American Colleges in the Liberal Education, Winter 2004 edition. Arranged alphabetically.

**Series 30. Photographs, 1994-2007 (0.1 l.f.)**

Included in this series are portraits and candid photographs of President Dye. One of the twelve undated portraits depicts Dye and her husband, Griff, in their home. Photographs from particular events include cheering on the home team at a 1997 football game; speaking at commencement exercises for 1997 and 1998; congratulating students at the 2002 Japan America Student Conference
at Oberlin; and traveling to Iran in 2003-04 and 2006. The bulk of this record series is drawn from other parts of the record group. Arranged alphabetically by subject.

SUBGROUP II. PRESIDENTIAL ASSISTANTS RECORDS, 1994-2007 (9.45 l.f.)

Series 1. Diana Roose’s Files, 1994-2007 (5.35 l.f.)

The series primarily consists of correspondence, handwritten notes, meeting minutes, and printed materials related to committee service or special projects carried forth by Diana Roose. Many documents are in draft form. A majority of these files represent only a partial record, and additional documentation is found in the main body of the record (Subgroup I). Arranged alphabetically. The series consists of three subseries.

Subseries 1. Committee & Task Force Files, 2000-07 (1.25 l.f.)

Consists of files relating to two task forces and two committees. Roose chaired the Diversity and Multiculturalism Task Force (2001-04).

Subseries 2. Files Relating to Student Retention, 1995-2002 (1.65 l.f.)*

Subseries consists of two student retention studies: Black Student Retention Study (1995-97) and Student Retention Study (1996-2002). Roose coordinated gathering statistics and personal reminisces through a telephone survey of African American alumni. The data was used to prepare the final retention study reports.

Subseries 3. Topical Files, 1994-2007 (2.45 l.f.)

Subseries consists of files that document Roose’s role in the CONTACT Con-3D7BB4891 \c \s \\ Oberlin College – Schools Partnership and her responsibility as note-taker at senior staff meetings. There is some detail here on her coordination of student and faculty requests for funding from the president’s office and the Rachel Beverly Memorial Fund.

Series 2. Kathryn Stuart’s Files, 1998-2002 (4.1 l.f.)

The four subseries in this series documents duties and projects of Kathryn Stuart. Files mainly consist of correspondence, handwritten notes, invoices, meeting notes, and printed materials. Many of these files represent a partial record; see the main body of records (Subgroup I) for the broader scope. Documents created by Betty Walden, assistant to Kathryn Stuart, are also found here.
Subseries 1. Academic & Administrative Unit Files, 1998-02 (0.8 l.f.)

Mainly consisting of correspondence, handwritten notes, and payment requests, the files in this subseries provide limited documentation of Stuart’s campus-wide responsibilities toward academic and administrative units. Arranged alphabetically by unit.

Subseries 2. Convocations & Speakers Files, 1999-2002 (1.25 l.f.)

This subseries documents Stuart’s role as point person for the annual convocation series and other campus speaker events. Thirty-six (36) speaker files primarily consist of correspondence, itineraries, and press releases. A majority of the files include contracts and details expenses associated with the speaker’s visit, including honorarium fees. Among the more notable are Stephen Carter (1999, 2001), Lawrence Summers (2000), and Sherman Alexie (2002). Summers’ file includes a letter from Clayton Koppes, acting president, apologizing for a group of student protestors. Arranged chronologically.

Subseries 3. Committee Files, 1998-2002 (0.4 l.f.)

The subseries contains files for eleven (11) campus-wide committees, which Stuart directly communicated with and received informational copies. Consisting of handwritten notes, meeting minutes, and printed emails, the files collectively paint a picture of Stuart’s varying levels of committee involvement from note-taker to coordinator to committee member. Arranged alphabetically by committee name.

Subseries 4. Topical Files, 1998-2002 (1.65 l.f.)

Consisting of annotated documents, correspondence, and informational copies, ten (10) files titled “Problem Solving” give evidence of Stuart’s role in working with administrators to resolve issues and complaints. Also found here are the planning documents of senior staff meetings and retreats. The topical files are uneven in their depth and consistency. Arranged alphabetically by topic.
INVENTORY


Series 1. Annual Reports, 1994-96 (0.1 l.f.)

Box 1
Annual Reports, 1994-96

Series 2. Calendars, Logbooks, & Itineraries, 1994-2007 (8.97 l.f)


Box 1
Appointment Calendars, 1994-2003 (10f)

Box 2
Appointment Calendars, 2004-07 (4f)

Subseries 2. Telephone Message Logbooks, 1994-2006

Box 1
Telephone Message Logbooks, 1994-97 (22 vol.)

Box 2
Telephone Message Logbooks, 1997-2001 (26 vol.)

Box 3
Telephone Message Logbooks, 2001-06 (18 vol.)
Cass Gilbert Room Calendar, 2002-04 (2 vol.)
Cox Telephone Tree, 2005

Subseries 3. Itineraries, 1994-2006 *RESTRICTED

Box 1
August 1994 – June 1997 (44f)
September – November 1997; January – June 1998 (11f)
SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Series 2. Calendars, Logbooks, & Itineraries, 1994-2007 (8.97 l.f.) (cont.)
Subseries 3. Itineraries, 1994-2006 *RESTRICTED (cont.)

Box 2
July 1999 – June 2001 (80f)
August 2001 – June 2002 (43f)
**See box for folder-level inventory

Box 3
July 2002 – June 2004 (124f)
**See box for folder-level inventory

Box 4
July 2004 – April 2006 (113f)
**See box for folder-level inventory


Subseries 1. Board Meetings Files, 1994-2006

Box 1
Memoranda to Trustees, 1995-2006 (7f)
President’s Reports to Board, 1995-2006 (30f)

Subseries 2. Committees Files, 1994-2007

Box 1
Academic Affairs, 2001-02
Ad Hoc Committees:
  Athletics, 1998
  Committee on Communication, 2004-05
  Committee on Community Initiatives, 2000-01
  Legal Affairs, 2001-02
  Saturday Morning Meeting, 2004-05
  Self Study Committee on Board Effectiveness, 1995
Audit Committee, 1994
Buildings & Grounds Committee, 1995-96
Budget & Finance Committee, 1994-95
Auditing Subcommittee, 1997-2002 (2f)
Campus Affairs Committee, 1996

SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Subseries 2. Committees Files, 1994-2007 (cont.)

Box 1 (cont.)
Community Affairs, Committee on, June 7, 2002
Development Committee, 1996-2005 (2f)
Education Programs & Policies Committee, 1995-96
Enrollment Committee, 1995-96
Executive Committee, 1994-2006 (17f)
Financial Equilibrium Committee, 1995
Honorary Degrees Committee, 1995-96, 2006-07 (3f)
Investment Committee, incl. Endowment/Spending, 1995-2006 (9f)
Legal Questions & Bylaws Committee, 1995
Nominations Committee, 1994-2006 (14 folders)
Personnel Committee, 1995-96
Retention Committee, 1998
Shareholder Responsibility, Committee on, 1996
Student & Alumni Affairs Committee, 2005
Student Life Committee, 2000-03


Box 1
Trustees, Potential, 1995-96
Trustees, Ba – E (18f)

Box 2
Trustees, F-K (24f)

Box 3
Trustees, L – Pa (13f)

Box 4
Trustees, Perlik, William (4f)

Box 5
Trustees, Ph-Ri (9f)

Box 6
Trustees, Ro-W (21f)
SUBGROUP I. NANCY S. DYE RECORDS (cont.)


Subseries 1. Name Files, 1994-2006 *RESTRICTED

Box 1
Name Files, A – G (50f)

Box 2
Name Files, H – Ko (32f)

Box 3
Name Files, Ku – M (33f)

Box 4
Name Files, N – W (40f)


Box 1
Subject Files, A (includes Attorneys) (38f)

Box 2
Subject Files, B – T (46f)
Oberlin Golf Course – See Below, Box 3

Box 3
Oberlin Golf Course, 1973-1999 (2f)

Series 5. Files Relating to Units Reporting to President, 1993-2007 (2.05 l.f.)*

Subseries 1. Name Files, 1993-2006 *RESTRICTED

Box 1
Confidential Employees (President’s office staff), H-W (6f)
Senior Staff, B-W (45f)
Student Assistants (hourly wage), General (5f)
Student Assistants (hourly wage), A-W (6f)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Series 5. Files Relating to Units Reporting to President, 1993-2007* (cont.)

Subseries 2. Senior Staff, Meetings of, 1994-2007 *RESTRICTED

Box 1
Agendas, Minutes, of Meetings & of Retreats, 1994-2002 (13f)

Box 2
Agendas, Minutes, of Meetings & of Retreats, 2002-07 (23f)

Box 3
Correspondence/Memoranda, 1994-95, 1998-99, 2000-02 (2f)
Phone numbers, lists of, 2005-07 (3f)
Salary letters & salary review process chart, 1995-96, 2002-06 (4f)
Vacation schedules, Summer 2002


Box 1
African American Studies, incl. Association of Black Concerns (ABC),
1994-2006 (5f)
Anthropology, 1995-2002
Art Department, 1994-99, 2003-06 (3f)
Arts & Sciences, College of, 1994-2007 (16f)
Asian Pacific American Studies, 1998
Asian Studies, Curricular Initiatives, 1995-97, 2001 (2f)

Box 2
Athletics & Physical Education, E – T, 1994-2007 (33f) (cont.)
Biology, 1996-2001
Casalmaggiore (Italy) Program, 1996
Chemistry, 1996-98, 2000-01, 2005-06 (2f)
Classics, 1994-2002, 2005-06 (2f)
Cole Initiative (Oberlin Initiative in Electoral Politics), 1995-98 (2f)
Comparative American Studies, 2005
Comparative Literature, 1998-99

SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Subseries 1. Academic Departments & Programs, 1991-2007 (cont.)
Conservatory of Music, 1997-2007 (19f)
Creative Writing, 1995-96, 1999, 2004
Economics, 1994-2007
English, 1993-96, 2004 (2f)
Environmental Studies, 1994-98, 2001-07 (6f) - See also Subject Files, Buildings New & Projects, Environmental Studies Center
ExCo (Experimental College), 1997
Expository Writing, 1994 & 1999
First Year Seminar Program, 2005
Geology, 1993-94, 2005-07 (2f)
German and Russian, 1998-99, 2001 (2f)
Graduate Teacher Education Program (GTEP), 2006-07
International Honors Program, 2001-02
International Programs, 2004-06
International Studies, 1996
London Program - See Danenberg Oberlin-in-London
Luce Professor of the Emerging Arts, 2000-04 (2f)
Middle East & North Africa (MENA) Lecture & Film Series, 2004-05
Middle Eastern Studies, 2005-06
Neuroscience, 1996-2004, 2006 (3f)
Oberlin-Kalamazoo/Univ. of MI Exchange Program, 1998-2000, 2005-06
Oberlin Center for Computation and Modeling, 2005-06
Philosophy, 1994, 1997-2001
Physics, 1996-2004 (3f)
Politics, 1994-2006 (2f)
PRESCHO Program with University of Cordoba, Spain, 2005-06
Psychology, 1997-2004
Rhetoric, Composition, and English, 2001
Russian, 2001-02 - See also German and Russian
Russian and East European Studies, 2000-01
Science Scholars Program, 1995-99
Strasbourg Center of European Study, 1995-98
Student Support Services Program, 2004-05
Studio Art, 2005-06
Summer Research Institute, February 16, 2006
Theater and Dance, 1994-2002
WAVE Program, 2004-05 (2f)
Winter Term, 1995-98, 2000, 2005-06 (3f)
Women's Studies, 1995-97, 2001 (2f)


Box 1
Admissions, Office of, 1994-2007 (34f)

Box 2
Affirmative Action, Office of, 1994-95
Allen Memorial Art Museum, See below, Box 3
Archives, 1994-2006 (4f)
Buildings & Grounds, 1998
Center for Service and Learning / Community Service, incl. Bonner Scholars, 1994-2007 (14f)
Chaplains, 1994-99, 2001-03 (7f)
College Relations, Office of, 1994-99, 2001-07 (19f)
Community Affairs, Office of, 2003-04

Box 3
Allen Memorial Art Museum, 1994-2007 (48f)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)

(cont.)

Box 4
Center for Information Technology (CIT), 1995-2007 (11f)
Conference Services, Office of, 1995-96, 2000-04 (2f)
Controller, Office of the, 1994, 1998-99 (2f)
Dean of Students, Office of the, 2004-06
Dean of Studies, Office of the, 2003-07 (2f)
Development & Alumni Affairs, Office of, 1994-2007 (37f) (cont. next box)

Box 5
Capital Campaign (New Oberlin Century Campaign), incls. steering committee, 1996-2005 (23f) (cont.)

Box 5a
Development & Alumni Affairs, Office of, 1997-2007 (14f) *RESTRICTED

Box 5b
Development & Alumni Affairs, Office of, 1997-2007 (60f) *RESTRICTED

Box 6
Environmental Health and Safety, Office of, 2000-01, 2005-06 (2f)
Environmental Sustainability, 2004-07 (5f)
Equity Concerns - See Gender Equity
Facilities Operations, Office of, 1998-2003 (2f)
Facilities Planning & Construction, Office of, 1994, 1997-2006 (16f)
Finance, Vice President for, 1996-98, 2001-06 (3f)
Financial Aid, Office of, 1993-2007(16f)

Box 7
Gender Equity, 1994-95, 1998-2005 (2f)
Health Services, 1997 - See also Student Health
Institutional Research, Office of, 1997-2007 (7f)
International Students, Office of, 1998-99
Investment Office, 1996-97, 2005-07 (3f)
Language Laboratory, 2004-05
Learning Assistance Programs, 1998
Multicultural Resource Center (MRC), 1994-95, 1998-99, 2002-07 (6f)
Oberlin College Dialogue Center (OCDC), 2004-07 (3f)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Subseries 2. Administrative Offices & Departments, 1990-2007 (cont.)

Box 7 (cont.)
Oberlin College Education Alliance Network (OCEAN), 2000-06 (4f)
Oberlin Center for Technologically Enhanced Teaching (OCTET),
1998-00
Ombudsperson, Office of the, 2000-02, 2005-06 (4f)

Box 8
Operations, Vice President for, 1990, 1994-96 (4f)
Physical Plant, 1994-95
Provost, Office of the, 1994, 2004-05 (3f)
Purchasing and Auxiliary Services, 2006-07
Registrar, Office of the, 2001-03 (2f)
Religious and Spiritual Life, Office of, 2005 - See also Chaplains
Residential Life / Residential Education & Dining Services, Office of, 1993-2003, 2005-06 (8f)
Safety and Security, Office of, 1994-2007 (10f)
Secretary, Office of the, 1996, 1998, 2001-02, 2005-06
Sexual Offense Policy Administrator, 2000-04 (3f) - See also Gender Equity
Shansi & Asia House, 1994-2007 (11f)
Sponsored Programs, Office of, incl. BP America Fellowship, 1994-02 (4f)
Student Academic Services, 1998-2000, 2003-05
Student Accounts, Office of, 1995-96
Student Employment, Office of, 1995
Student Health Services, Office of, 1995-98
Student Life and Services, 1995-2001, 2003-05 (7f)
Treasurer’s Office, 1994-96 (2f)
Undergraduate Research, 2002-07 (2f)
Women’s Resource Center, 1997, 2001-02 (2f)

Series 7. Budget & Fiscal Files, Accounts, President’s Office, 1994-2006 (2.5 l.f.)

Box 1
Accounts, Funding Requests, 1997-98 (3f)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Series 7. Budget & Fiscal Files, Accounts, President’s Office, 1994-2006 (2.5 l.f.) (cont.)

Box 2
Budget Summaries, 1999-2003 (3f)
Series 8. Budget & Fiscal Files, College-wide Accounts, 1994-2006 (0.8 l.f.)

Box 1
- Budget, misc. spreadsheets, status report, projections, 1994-97, 2004 (2f)
- Budget, Strategic Initiatives, 1999-2000
- Capital Improvement Fund & Financial Equilibrium, 1995
- Capital Budget, incl. new process proposal, 1996-98
- Capital Project Issues, Board of Trustees Capital Task Force, 2005-06
- Endowment, per student chart & correspondence, 1997 (2f)
- Gender Inequality, salary comparisons, 1995
- IRS, income tax forms, 1995, 2001; correspondence re audit, 2002
- Lay-offs & Cutbacks, auditor & corres., 2002-03 (2f) (cont. in next box)

Box 2
- Lay-offs & Cutbacks, incl. hiring freeze, health care, 2002-03 (11f)
  (cont.)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)

Series 9. Commencement Exercises Files, 1995-2006 (0.8 l.f.)

Box 1
Box 2
  Commencement Exercises, 2006 (4f)

**Series 10. Correspondence, Daily Logbooks, 1994-95 (0.01 l.f.)**

Box 1
  Daily Logbooks, 1994-95 (2 vol.)

**Series 11. Correspondence, Chronological Files, 1994-2007 (5.4 l.f.)**

Box 1
  July 1994 – April 1997 (34f)

Box 2
  May 1997 – July 1999 (27f)

Box 3
  August 1999 – December 2001 (29f)

Box 4
  January 2002 – August 2005 (44f)

Box 5
  September 2005 – May 2007 (19f)

**Series 12. Emails (Printed), 1994-2006 (9 l.f.)**

  **Subseries 1. Emails with Index, 1994-98**

Box 1
  Emails with Index, 1994-98 (11f)

**SUBGROUP I. NANCY S. DYE RECORDS (cont.)**

**Series 12. Emails (Printed), 1994-2006 (9 l.f.) (cont.)**


Box 1
  July – September 1998 (5f)
Box 2
October 1998 – February 1999 (9f) *outgoing only for February 1999

Box 3
November – December 2003 *outgoing only
May – December 2004 (3f) *outgoing only

**Subseries 3. Email, Chronological, 1996-2006**

Box 1
November 1995 – November 1999 (41f)

Box 2
December 1999 – October 2001 (32f)

Box 3
November 2001 – June 2002 (25f)

Box 4
July 2002 – April 2003 (27f)

Box 5
May 2003 – January 2005 (38f)

Box 6
February – June 2005 (6f)
October – May 2006, from inbox of Lisa Farrar, presidential secretary

**Subseries 4. Email with Faculty, 2001-04**

Box 1
Email with Faculty, 2001-04

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**SUBGROUP I. NANCY S. DYE RECORDS (cont.)**
**Series 12. Emails (Printed), 1994-2006 (9 l.f.) (cont.)**

**Subseries 5. Website, Incoming Emails Through, 2000-03**

Box 1
Website (Office of the President), Incoming Emails Through, 2000-03 (3f)

**Series 13. General Correspondence Files, 1993-2007 (13.5 l.f.)**
Subseries 1. Administrative Transition Files, 1993-95

Box 1
Alumni, February – November 1994, July 1995
Cluster Reunion surveys, May 1994
Faculty, February – August 1994
Miscellaneous & unfiled letters, January – June 1994
Oberlin & Lorain County, May – Aug. 1994
Other – Outside Lorain County, March – Dec. 1994
Staff, February – December 1994
Starr, S. Frederick, 1993-95
Students, February – July 1994 (2f)
Travel, New York, meeting with Dawkins & Plows, April 1994
Trustees, 1994
Vassar College, February – July 1994


Box 1
Administrative & Professional Staff, 1994-2001 (12f)

Box 2
Administrative & Professional Staff, 2001-06 (12f)


Box 1
Alumni, 1994-95 (4f)

Box 2
Alumni, 1994-96 (5f)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Series 13. General Correspondence Files, 1993-2007 (13.5 l.f.) (cont.)
Subseries 3. Alumni, 1994-2006 (cont.)

Box 3
Alumni, 1996-97 (6f)

Box 4
Alumni, 1997-98 (7f)

Box 5
Alumni, 1998-99 (11f)
Box 6
Alumni, 1999-2000 (4f)

Box 7
Alumni, 2000-01 (4f)
Alumni, 2001-02, A-L (2f)

Box 8
Alumni, 2001-02, M-Z (3f)
Alumni, 2002-04 (7f)

Box 9
Alumni, 2004-06 (11f)

**Subseries 4. College & University, 1994-2007**

Box 1
College & University, 1994-99 (7f)

Box 2
College & University, 1999-2007 (13f)

**Subseries 5. Community, Letters to, 1994-2006**

Box 1
Community, Letters to, 1994-2006 (11f)

**Subseries 6. Faculty, 1994-2006**

Box 1
Faculty, 1994-96 (13f)

**SUBGROUP I. NANCY S. DYNE RECORDS (cont.)**

Series 13. General Correspondence Files, 1993-2007 (13.5 l.f.) (cont.)
Subseries 6. Faculty, 1994-2006 (cont.)

Box 2
Faculty, 1994-98 (11f)

Box 3
Faculty, 1998-2000 (13f)

Box 4
Faculty, 2000-01 (8f)

Box 5
Faculty, 2001-03 (11f)
Box 6
Faculty, 2003-04 (8f)

Box 7
Faculty, 2004-05 (5f)

Box 8
Faculty, 2005-06 (8f)

**Subseries 7. Government, 1999-2006**

Box 1
Government, 1999-2006 (6f)

**Subseries 8. Regional: Oberlin & Lorain County, 1994-2007**

Box 1
Regional: Oberlin & Lorain County, 1994-2007 (15f)

**Subseries 9. Regional: Outside Lorain County, 1994-2006**

Box 1
Regional: Outside Lorain County, 1994-97 (4f)

Box 2
Regional: Outside Lorain County, 1997-99 (5f)

**SUBGROUP I. NANCY S. DYE RECORDS (cont.)**

Series 13. General Correspondence Files, 1993-2007 (13.5 l.f.) (cont.)

**Subseries 9. Regional: Outside Lorain County, 1994-2006 (cont.)**

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Regional: Outside Lorain County, 1999-2001 (6f)

Box 4
Regional: Outside Lorain County, 2001-06 (6f)

**Subseries 10. Students & Parents, 1994-2006**

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Students & Parents, 1994-96 (12f)

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Subseries 11. Various Correspondence Files, 1994-2004

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SUBGROUP I. NANCY S. DYE RECORDS (cont.)

Series 14. Alphabetical Correspondence Files, 1994-2007 (1.4 l.f.)

Box 1
Akron Roundtable, 1996
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Series 14. Alphabetical Correspondence Files, 1994-2007 (1.4 l.f.) (cont.)

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National Association of College & University Business Office, 1998
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Science & Technology (NCSSSMST), 1998
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Box 3
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Oberlin Institute of International Business & Corporate Governance, 1996
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SUBGROUP I. NANCY S. DYЕ RECORDS (cont.)
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Series 15. Letters of Recommendation, 1988-2005 (0.8 f.)*

Subseries 1. Chronological Files, 1988-2003 *RESTRICTED

Box 1
Letters of Recommendation, 1988-2003 (5f)
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Subseries 2. Name Files (alpha), 1998-2005 *RESTRICTED

Box 1
Letters of Recommendation, A – V (29f)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)

Series 16. Invitation & Greeting Card Files (CONTACT Con-3D7BB4891 \c \s \ Oberlin College), 1995-2006 (0.2 f.)

Box 1
Invitations, 1995, 1998-2006 (2f)
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Series 17. Councils, Committees, & Task Forces Files, 1986-2007 (4.35 f.)

Subseries 1. Faculty Councils & Committees, 1986-2007

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Housing & Dining Committee, 1998
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Student Financial Aid Committee, 2002-06
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Academic Standing Committees 1997, 2000
College Faculty Committees list, 2005
EPPC – Education Plans & Policies Committee, 1994-2006 (12f)
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College Faculty Council, 1997-2006 (4f)
Conservatory Faculty Council, 1994, 2004
General File, faculty committee service, 1996-97
General Faculty Minutes, 1993-94, 1997-98, 2000-07 (9f)
General Faculty, Nancy S. Dye report to, June 2006

SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Series 17. Councils, Committees, & Task Forces Files, 1986-2007 (4.35 l.f.)
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Subseries 1. Faculty Councils & Committees, 1986-2007 (cont.)

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Religious Life Committee, 1994-98
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SCOPE – Standing Committee on Pluralism and Equality, 1995-98
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Box 3
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  Educational Technology Committee, 1995
  Individual Majors Committee, 1996

SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Series 17. Councils, Committees, & Task Forces Files, 1986-2007 (4.35 l.f.) (cont.)
  Subseries 1. Faculty Councils & Committees, 1986-2007 (cont.)

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  President’s Task Force on Academic Computing, 1994
  Sciences Facilities Planning Committees, 1996
  Taskforce on Student Charges, 1994

Subseries 2. Campus-wide Committees & Taskforces, 1995-2007

Box 1
  Affirmative Action Committee, 2005-06 (2f)
  African American Student Retention Committee, 1995-96
  Anti-gay Task Force, 1998, 2000 (3f)
  Comparative American Studies Task Force, 2001-02
  Diversity & Multiculturalism Task Force, 2002-05 (18f)
  Environmental Policy Advisory Committee (EPAC), 2001-05 (11f)
  Hewlett Committee, LGBT, 2000-01
  Purchasing Committee (Coca-Cola), 2000-07 (3f)

Box 2
  Sexual Education & Ethics Task Force, 2001-03 (6f)
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Series 18. Electronic Records, 1995-2007 (0.6 l.f.)

Box 1

- Diskettes (3.5"): From the Office of the President (6 disks)
- CD-ROMs: From the Office of the President (4 CD-ROMs)
- Zip Disks: From the Office of the President (5 Zip disks)

**Various topics - See folders for detailed content inventory**

Box 2

- Athletics & Physical Education, Title IX, 1995 (3.5” diskette)
- Fairmount Properties Presentation, 2006-07 (CD-ROM)
- Herman S. Newman & Partners, Phase Two Project, 2006
- Lamm, P. Corwin (student), “Have I got a Witness,” 2006 (DVD)
- NCAA, Policies & procedures, 2005-07 (2 CD-ROMs)
- Ohio Board of Regents, Profile of Student Outcomes, Experiences, & Campus Measures, 2003 (CD-ROM)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)


Box 1

- Academic Search Consultation Service, 1995-98 (3f)


- Access Program, 1994-2004 (6f)


- American Council on Education (ACE), 1994-2007 (7f)


- American Council of Learned Societies (ACLS), 1996-2007 (6f, 1 binder)


- Association of American Colleges & Universities (AACU), 1994-07 (18f)

Subseries 6. Association of Independent Colleges & Universities of
Ohio, 1994-2007

Box 2
Assoc. of Independent Colleges & Universities of Ohio (AICUO), 1994-2007 (7f)

Cleveland Council on World Affairs, Board of Trustees, 1998-2001 (2f)


Educational Leadership Program, Inc. (Troutbeck Program), 1994-2005 (13f)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)

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Five Colleges of Ohio, 1994-1998 (6f) (cont. in next box)

Subseries 10. Five Colleges of Ohio, 1994-2007 (cont.)

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Subseries 12. Humanities Foundation, (Univ. of Kentucky), 1994-97

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Subseries 16. Kresge Foundation HBCU Initiative, 2000-02
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SUBGROUP I. NANCY S. DYE RECORDS (cont.)
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Box 5
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Ohio Foundation of Independent Colleges (OFIC),
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Subseries 23. Ohio Rhodes Scholarship Trust, 2000-2004
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Box 1
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  Abington Foundation – Fund for our Economic Future (53f)

Box 2
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Box 3
  Merck/AAS Program – World Bank Grant (60f)

Box 1
  American Association of University Professors – Women Historians of Greater Cleveland (22f)

Series 21. Inauguration Files, 1994 (1.4 l.f.)
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Planning Committee, agenda & minutes, May 25 & June 6, 1994
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Schedules, weekend events
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Box 2 - oversized
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Resolution of welcome from Ohio Board of Regents (plaque)

SUBGROUP I. NANCY S. DYE RECORDS (cont.)

Series 22. Long Range Planning Files, 1988-2006 (7.15 l.f.)

Subseries 1. Strategic Issues Steering Committee, 1988-95

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Correspondence, S. Frederick Starr, 1988-94 (4f)

Box 2
General files, 1992-95 (5f)

Box 3
George Bent files, re Board of Trustees & SISC meetings, 1989-94 (6f)

Subseries 2. SISC Lite, 1993-95

Box 1
Correspondence, 1995-96
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General files, 1993-95 (2f)
“Reclaiming Oberlin’s Mission: Thoughts on a Strategic Plan for CONTACT _Con-3D7BB4891 \c \s \ Oberlin College,” Nancy S.
Dye, 1995


Box 1
Correspondence, 1996-99 (11f)
Discussion groups, Spring 1995
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SUBGROUP I. NANCY S. DYER RECORDS (cont.)
Series 22. Long Range Planning Files, 1988-2006 (7.15 l.f.) (cont.)

Box 3
Reports: “Broad Directions for Oberlin’s Future,” incls. NSD copy, 1997 (2f)

“A Campus-wide Dialogue for Oberlin’s Future,” April 1996
“Defining Oberlin: A Strategic Plan for the College of Arts & Sciences,”
Concerned Oberlin Students Task Force, 1994
Focus Group Report, Elaine C. Kuttner, January 1996
Planning Team follow-up reports, 1998
Small Group Discussions, Elaine C. Kuttner, November 1996
“A Vision for Oberlin,” discussion draft, 1998
Transparencies for presentations, 1997 (2f)

Subseries 4. “A Strategic Plan for Oberlin College,” 2003-07

Box 1
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Board of Trustees, update to, May 18 & Sept. 20, 2004 (2f)
Correspondence, 2003-05 (11f)
Data for strategic plan, 2003-04
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SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Series 22. Long Range Planning Files, 1988-2006 (7.15 l.f.) (cont.)

Subseries 5. Lisa Farrar’s Files, 2003-06

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   Financial Plan, incl. drafts & emails, Jan.-March 2005
   Interim Report, incl. drafts & emails, November 2004 (2f)
   Strategic & Financial Plans, final edits & faculty motions, 2005
   White Paper, “Background Information on the Strategic Plan for the Oberlin Community,” incl. drafts & emails, February 2005
   Retreat for Administrative & Professional Staff re planning, March 2004
Working Groups, correspondence, reports & meetings of, 2005-06 (4f)

Series 23. Personnel Files, 1977-2007 (3.3 l.f.) *RESTRICTED

Subseries 1. Search Files, 1994-2007 *RESTRICTED

Box 1
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   Presidential Search
   Student Academic Service Advisors Search Committee
   Vice President for Finance (8f)
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   Vice President for Development (2f)
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SUBGROUP I. NANCY S. DYE RECORDS (cont.)
Series 23. Personnel Files, 1977-2007 (3.3 l.f.) *RESTRICTED (cont.)
Subseries 1. Search Files, 1994-2007 *RESTRICTED (cont.)

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2002-03: Alumni Director (2f)
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   Admissions Office Director
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Subseries 2. Labor Relations & Union Files, 1977-2005 *RESTRICTED

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Box 1
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Dye, Nancy, arrangements & relocation, pre-July 1, 1994
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Self-Assessment, May 1999, April 2006 (2f)
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Subseries 4. Subject Files, 1994-2007 *RESTRICTED

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SUBGROUP I. NANCY S. DYE RECORDS (cont.)

Series 24. News Clippings Files, 1993-2004 (0.2 l.f.)

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Series 25. Self-studies & Consultation Reports, 1994-2006 (2 l.f.)

Subseries 1. Student Retention Studies, 1994-2002

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Box 1
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Box 1
Bosch Report, “Scheduling Classes at Oberlin College,” 1999
Cooperative Institutional Research Program (CIRP), Freshman Survey Comparisons, 1997-98
Dawe, Harry Report, connecting Oberlin College with Islamic World, 2004
Herman S. Newman & Partners, Phase Two Housing Project, 2006

SUBGROUP I. NANCY S. DYNE RECORDS (cont.)
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Subseries 3. Various Files, 1996-2006 (cont.)

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“Residential Design Initiative” report by students in private reading, 2000
Rocky Mountain Institute, “Climate Neutral by 2020,” 2001-02
Student Health Services report & surveys, Health Advocates, 1996 (5f)

Series 26. Files Relating to Students & Organizations, 1994-2007 (1.1 l.f.)

Subseries 1. Student-related Files, 1994-2005

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Advisees, Correspondence & Names, 1994-2005 (2f)
Bulletin board (kiosk), student questions & Dye answers, 1994-2000 (8f)
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Box 2
Meetings with students, correspondence & schedules, 1995 (2f)
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Box 2
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Series 27. Speech Files, 1994-2007 (1.25 l.f.)

Box 1
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SUBGROUP I. NANCY S. DYE RECORDS (cont.)


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Box 2
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Historical file, 1957-1990, 1999 (3f)
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SUBGROUP I. NANCY S. DYE RECORDS (cont.)

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SUBGROUP I. NANCY S. DYE RECORDS (cont.)

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Japan America Student Conference (JASC), 2001-02, 2005-06 (2f)
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  Jones Farm, 2004-05
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Series 29. Writings Files, 1971-2004 (0.4 l.f.)

Box 1
  Articles, Nancy Dye, 1995, 2004
  Childbirth in 1850, Chapter Two, 1987 (2f)
  *Differing Realities: Gender, Class, Race, and Reform in the Progressive Era*, edited by Dye & Noralee Frankel, manuscript, n.d.
  Saturday seminar, October 31, 1987
  Women and the Progressive Era (Conference), 1987

Series 30. Photographs, 1994-2007 (0.1 l.f.)

Box 1
  Athletics & Physical Education, Football, 1997-1998 (6 photos)
  Commencement Exercises, 1997 & 1999 (2f; 5 photos)
  Educational Leadership (Troutbeck), 1997, 2002-03 (2f; 5 photos)
  Iran, SCG Trip, 2003-04 & passport photo, 2006 (2f; 6 photos)
  Japan America Student Conference (JASC), 2002 (2 photos)
  Lorain Urban League, 2007 (3 photos)
  Miscellaneous Photos, 1994-1995 (7 photos)
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Series 1. Diana Roose’s Files, 1994-2007 (5.35 l.f.)

Subseries 1. Committee & Task Force Files, 2000-07

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Subseries 2. Files Relating to Student Retention, 1995-2002
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  - Appeals Process re housing/dining, n.d.
  - Barnard Hall Incident, memo from trustee James E. Pohlman, 2001
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Subseries 2. Convocations & Speakers Files, 1998-2002

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Subseries 3. Committee Files, 1998-2002
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        Kreutter, Ervin re speaker proposal, 2000
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        Biographical information, 1999-2001
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    Problem Solving:
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