

16. RECORDS OF THE ALUMNAE ASSOCIATION

Title: Records of the Alumnae Association

Date: 1899 – on-going

Quantity: approx. 9.4 cubic feet, 15.5 linear feet (23 document boxes, 6 oversize boxes)

Collection Number: 16

Restrictions

Access:

Access to the collection is unlimited. Researchers are allowed to view all pieces of the collection. The archive is open by appointment only. Call the Reference Librarian at (617) 879-2222 to make an appointment.

Copyright:

Requests to publish material from the collection should be submitted to the Library Director.

Administrative Information

Acquisition:

The collection was the donation of Wheelock alumnae, faculty, and staff.

Processing Information:

The collection was re-processed and updated by Abigail Blachly in 2004. The collection was initially organized by Theresa B. Davitt. The collection was rearranged based on archival principles. Accession correspondence as well as inquiries into information from the archives was removed from the collection. Acidic materials such as newsprint were photocopied onto acid-free paper and then discarded unless the original had some intrinsic value.

Historical Note

The Wheelock College Alumni Association began in 1892 as the Wheelock Alumnae Association with Ella Smith Wheelock (sister-in-law of College founder Lucy Wheelock) as President. Alumni of the School, which was founded in 1888, supported child care programs including a settlement house and the South End Kindergarten (Boston, Mass.), later known as the

Lucy Wheelock Kindergarten. In 1899 the Association became the Lucy Wheelock Kindergarten Alumnae Association (L.W.K.A.A.) and committed itself to funding a demonstration kindergarten. In 1922 it started the Kindergarten Endowment Fund, which led to the opening in 1939 of the Lucy Wheelock Child Centre in Roxbury, Mass. It closed in 1955.

The transition of the School to a College as well as the death of the founder redirected the alumni development efforts to more closely match those of the College. In 1950 a new charter was written supporting the work of Wheelock College, an Alumni Fund replaced the dues structure, and Harriet Angell Cousens became the first Executive Secretary. This position became the Director of Alumni Affairs in the 1970's. The Association supported and sponsored events and programs such as the anniversary celebrations, Founder's Day, May Week and building and capital campaigns.

The Association offers ongoing professional development programs, social events, class reunions and networking opportunities through local clubs and regional chapters. Today it publishes the Wheelock Magazine which continues a tradition started by the Carrier Pigeon and the Alumnae Newsletter.

A history of the association entitled *Yesterday and Today* by Anne Friedman was published in 1992.

Scope and Content

Organized into series:

- A. Organization and Administration
- B. Organizational Records
- C. Financial/Fund Records
- D. Events and Programs
- E. Reunions, Class Activities, Clubs
- F. Biographies and Collections.

The collection consists of material related to the lives and careers of graduates of Wheelock College, Wheelock School and the Wheelock Kindergarten Training School. It includes by-laws, constitution, minutes, financial records, annual reports, correspondence, newspaper clippings, scrapbooks, photographs, programs, invitations, brochures, property records, insurance documents, biographies, oral histories, membership lists, questionnaires, posters, film, and memorabilia. Correspondence from Lucy Wheelock, Lucy Wheelock Child Centre records, endowment fund reports, programs from annual luncheons, anniversaries and reunions, and the Presidents' records. Additionally, there are alphabetical alumni files with biographical information as well as collections of alumni, regional clubs, and the Necrology Committee and individual classes. Collection includes biographical questionnaire surveys of the pre-teen alumni classes (1889-1909) completed in 1955/1956 as well as the alumni historical research project interviews (1955/1956) are also included in this series.

Materials contain information about the school, daily programs, teachers and courses, other employees, influence of school on their lives, and teaching materials. Also includes research on Lucy Wheelock and Wheelock College. Alumni collections of note include Margaret Hamilton Meserve, Carolyn Bonney Larsen, Katsu Nakamura, Ethel Smith Pittman, Laura Holmes Reed, Jean Lamson Warner, Dorothy Burr Benton and others.

Additional student materials may be found in the Student Work series in the Student Life and Activities collection (Collection 13). (See Collection 15, All-College Events and Programs, Series III for diplomas from students who graduated between 1893 to 1936)

- 16A. Alumnae Association Organization & Administration.
 - Series I: Bylaws, Constitution and Legal Documents
 - Series II: Correspondence
 - Series III: History of Alumnae Association
- 16B. Alumnae Association Organizational Records
 - Series I: Meeting Minutes, Reports
 - Series II: Executive Board Records
- 16C. Alumnae Association Financial/Fund Records
 - Series I: Lucy Wheelock Child Center
 - Series II: General Financial Records
 - Series II: Alumni and Endowment Fund
- 16D. Alumnae Association Events and Programs
 - Series I: Annual Luncheon
 - Series II: Lectures/Seminars/Exhibits
 - Series III: Alumni and Reunion Weekend
 - Series IV: Anniversaries
 - Series V: Other Events
- 16E. Reunions, Class Activities & Clubs
 - Series I: Class of 1889-1955
 - Series II: Alumnae Clubs
- 16F. Alumnae Biographies & Collections
 - Series I: Alumni Research Project
 - Series II: Biographies and Collections (Class Of 1889 – Class Of 1987)
 - Series III: Alumnae Oral History Projects

Cataloging Entries

The following catalog entries provide controlled subject access to the collection. All these entries are searchable in the Wheelock College Library's online catalog to find materials of related interest.

Wheelock, Lucy, 1857-1946.
Wheelock College Alumni Association.
Wheelock College – Alumni and alumnae.
Universities and colleges – Massachusetts.

Class reunions.
Insurance policies.

Container List

Box 1

16A. ALUMNAE ASSOCIATION ORGANIZATION & ADMINISTRATION

Series I: Bylaws, Constitution and Legal Documents

- Bylaws, Wheelock College Alumni Association, 1956, n.d.
- Constitution, Miss Wheelock's Kindergarten Alumnae Association
- Lucy Wheelock Kindergarten Alumni Association insurance document, 1942

Series II: Correspondence

- Correspondence
- Correspondence, Lucy Wheelock
- Correspondence regarding name change, 1944
- Correspondence, Dr. Bain, 1951-1966
- Correspondence, President Mayfarth, 1955-1959; 1960-1963 (2 folders)
- Correspondence, President Callard, 1965
- Correspondence, National Education Association, [Association for Childhood Education International]

Series III: History of Alumnae Association

- History of Alumnae Association
- Newspaper clippings, 1901-
- Newspaper clippings from scrapbook, 1976-1989
- Newsletters, samples, (2 folders)
- Songs
- *Yesterday and Today: A Collected History of the Wheelock College Alumni Association 1892-1992* by Anne Friedmann
- Print of painting of Miss Wheelock

Box 2

- Scrapbooks (2), 1942-1965, 1946-1985, 1966-1985

Box 3

- Scrapbook on Lucy Wheelock
- Presidents of Alumni Association scrapbook

Box 4

16B. ALUMNAE ASSOCIATION ORGANIZATIONAL RECORDS

Series I: Meeting Minutes, Reports

- Secretary's Report Book of annual meetings, 1894-1922
- Lucy Wheelock Kindergarten Association, Reports of Social & Board Meetings, 1908-1914?
- Lucy Wheelock Kindergarten Alumnae Association--Minutes of social and board meetings, 1915-1925
- Lucy Wheelock Alumnae Association Reports of annual meetings, 1923-1965
- Special Lucy Wheelock Alumnae Association Reports of annual meetings, 1923-1965

Box 5

- Lucy Wheelock Alumnae Association-- Minutes of Social and Board Meetings, 1925-1941
- Special. Lucy Wheelock Alumnae Association-- Minutes of Social and Board Meetings, 1927-1939/40
- Special Secretary's reports of the Lucy Wheelock Alumnae Association Executive Board meetings, 1935-1962
- Special Secretary's reports of the Lucy Wheelock Alumnae Association Executive Board meetings, 1937-1938
- Wheelock College Alumnae Association Executive Board Secretary's meeting minutes, Sept. 1966-Oct. 1976
- Wheelock College Alumnae Association Secretary's minutes, 1976-1985
- Special Wheelock College Alumnae Association Secretary's minutes, 1980,1985
- President's Report, Treasurer's Report, June 1978
- Annual report, President Lyn Kenyon, 1974
- Programs of alumni meetings

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- Annual meeting report, 1896-

Series II: Executive Board Records

- Executive Board Officers, 1960-61
- Wheelock Alumnae Association notebook of President, 1937-1940
- Wheelock College Alumnae Association Historian Notebook of Mrs. Reed
- Alumni board handbooks, 1985-86, 1986-87
- Lucy Wheelock A. A. ballots and election results, 1927-

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- Executive Board 1965-1977

Box 8

16C. ALUMNAE ASSOCIATION FINANCIAL/FUND RECORDS

Series I: Lucy Wheelock Child Centre

- Lucy Wheelock Child Centre fund correspondence 1922, 1937-1940
- Wheelock Endowment fund committee reports 1936-1938, ca1939, n.d.
- Lucy Wheelock Child Centre campaign materials
- Lucy Wheelock Child Centre advance gifts and memorials
- Pierce & Hedrick contract
- Norfolk House donation
- Lucy Wheelock Child Centre benefit programs and publicity
- Lucy Wheelock Child Centre building records
- Lucy Wheelock Child Centre campaign opening dinner, 1939
- Lucy Wheelock Child Centre dedication & open house, 1939
- Lucy Wheelock Child Centre insurance documents
- Lucy Wheelock Child Centre reports, 1940-1953
- Lucy Wheelock Child Centre endowment campaign, purchase & sale, 1939-1955, n.d.
- Lucy Wheelock Child Centre closing and sale, 1954-55

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Series II: General Financial Records

- Lucy Wheelock Kindergarten Association account book, 1909-1950

Series III: Alumni and Endowment Fund

- Wheelock College Development Committee
- Alumni Committee for College Building Fund
- Alumni Fund Committee handbook for class agents...1960
- Endowment fund statements, 1926, 1928
- Annual alumnae fund records, 1925-1934, 1963-64, 1965-66
- Annual alumnae fund correspondence and brochures, 1909, 1955
- Endowment fund 1957, 1966
- Endowment fund committee minutes and reports 1958-61
- Endowment fund committee correspondence 1958-61
- Endowment fund 1958-1961
- Endowment fund committee financial report 1975
- Endowment fund alumni grant, 1996

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- Lucy Wheelock Kindergarten Alumni Association, Inc., 1937-1944
- Wheelock College Alumni Association, 1945-54, 1956-1964, 1966-1983

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16D. ALUMNAE ASSOCIATION EVENTS AND PROGRAMS

Series I: Annual Luncheon

- Annual luncheon programs, 1900-1906, 1907, 1912, 1913-1916, 1939, 1983-

Series II: Lectures/Seminars/Exhibits

- Lectures, seminars, 1931/32, 1939, n.d.
- Black culture seminar, March 17, 1970
- Lectures, seminars, 1970, 1980
- Wheelock Alumni Art Exhibit, May 1980

Series III: Alumni and Reunion Weekend

- Alumni and Reunion Weekend, 1953-1985
- Alumni and Reunion Weekend, 1986-

Series IV: Anniversaries

- Twenty-fifth anniversary, 1914
- 50th anniversary dinner, correspondence, January 28, 1939 (2 folders)
- Founder's Day telegram from Margaret Hamilton (copy), 1959
- 75th anniversary, 1964
- Founder's Day Invitations, 1986, 1991, 1994, 1995
- 100th Anniversary tee shirt, 1992, **Oversized, Box 22o**

Series V: Other Events

- AHANA Reunion, 1992-
- Alumni Association Board dinner, Jan. 18, 2001 – “Reflections of my term in office” by past Wheelock Alumni Assoc. presidents
- Alumni Council programs 1958, 1959, 1961-1963, 1968
- Alumni Leadership Conference, 1992-
- Alumni Professional Day, 1990-
- Benefit Program- Vaudeville, 1904
- Commencements and convocations
- Dedication Week (Lucy Wheelock Auditorium), 1965
- Family Night, 1973
- Graduate School Reunion, 1992 -
- Programs 1937/38-
- Receptions (in honor of...), 1927, 1955, 1965, 1992, n.d.
- Trustee- Alumnae Luncheon, 1962
- Young Alumni Harbor Cruise, 1991
- Lucy Wheelock Kindergarten Alumnae Association – Poster for Benefit "What This War Means to America," **Oversized, Box 22o**
- Wheelock College Fall Events 2008 – Alumni Relations Department

16E. REUNIONS , CLASS ACTIVITIES & CLUBS

Series I: Class of 1889-1955

- Class of 1898 – Class register Box 12
- Class of 1909 – Cloth cap and bag Box 23o

- Class of 1910 – Records of Members Box 12
- Class of 1910 – Photographs Box 12
- Class of 1910 – Obituaries Box 12
- Class of 1910 – Class list Box 12
- Class of 1916 – Yearly Record, 1923 Box 12
- Class of 1917 – Directory Box 12
- Class of 1917 – Reunions – 1 Box 12
- Class of 1917 – Reunions – 2 Box 12
- Class of 1918 – Twentieth Reunion, 1938 Box 12
- Class of 1920 – Fiftieth Reunion, 1970 Box 12
- Class of 1923 – Reunions Box 12
- Class of 1925 – Reunion Invitation, 1975 Box 12
- Class of 1926-27 – Silk scarf from Dr. Han Lih-wu Box 23o
- Class of 1927 – Scrapbook Box 12
- Class of 1928 – Scrapbook (3 folders) Box 13
- Class of 1928 – Thirty-Fifth Reunion, 1963 Box 13
- Class of 1928 – Class Gift to Miss Wheelock, 1938 Box 13
- Class of 1938 – Scrapbook Box 13-14
- Class of 1939 – Wheelock History- Presented to Junior Class, n.d. Box 14
- Class of 1942/43 – Fiftieth Reunion Bag & Banner Box 23o
- Class of 1943 – Notes and photographs Box 14
- Class of 1955 – Twenty-Fifth Reunion Class News, 1980 Box 14
- Class of 1955 – Wheelock Cooks: A Collection of Classic Recipes, June 2000 Box 14

Series II: Alumnae Clubs

- Cape Cod Club directory, 1970-71 Box 15
- Cape Cod Club president's book, 1973-1993, 2000
(3 folders) Box 15
- Wheelock Club of Cape Cod Club scrapbook, 1962-1982
(4 folders) Box 15
- Greater Hartford Wheelock College Club –
Wheelock Cooks, 1973 Box 15
- New Hampshire Chapter of WAA Secretary's
Reports, 1927–1955 Box 15
- New Hampshire scrapbook, ca1940-1968 Box 24o
- Rhode Island Club programs, 1937-1938 Box 15
- South Shore Wheelock Club guest book, 1958-1977 Box 29
- Springfield Alumnae Club scrapbook, 1959-1978 Box 29
- Clubs scrapbook Box 29
- Wheelock College Club of Wellesley 1957/58-1974/75 Box 24o

16F. ALUMNAE BIOGRAPHIES & COLLECTIONS

Series I: Alumni Research Project

- Historical alumni research project, 1956. (5 folders) Box 16
- Historical materials – Lucy Wheelock (4 folders) Box 16
- “Pre-teens” (1891-1909) questionnaire (5 folders) Box 16

Series II: Biographies and Collections (Class of 1889 – Class of 1987)

- Letter opener in box inscription "Wheelock College Centennial Alumni Award" Box 25o
- One 50 year pin, two Lucy Wheelock Kindergarten Association Alumnae pins Box 25o
- Ring in box, 1927 Box 25o
- Gold tassle with black cord Box 25o
- Yellow-white Alumni ribbon Box 25o
- May Day film, 1955 Box 25o
- Alumnae authors Box 17
- Placement records Box 17
- Necrology Committee Box 17
- Adams, Ruth Alden (Class of 1914) Box 17
- Alexander, Margaret (Margaret Alexander Wilson) Class of 1914 Box 17
- Baber, B.J, 1899 Box 17
- Baker, Barbara Curtis, Class of 1965. Freshman beanie Box 25
- Baldwin, Helen, 1915 Box 17
- Barhydt, Marjorie Frances, 1911 – “W.K.J.S. Class of 1911 Sorority Yearbook (donated by Barbara McCloskey, 2008) Box 17
- Barrows, Deborah Box 17
- Benton, Dorothy Burr Class of 1910, Information On Her Life Box 17
- Benton, Dorothy Burr Photographs At Reunion Box 17
- Black, Judith '75, clippings Box 17
- Bohn, Pauline, hood conferred upon, 1962 Box 26o
- Bourne, Marian Anne Box 17
- Bowman, Janet '36 “The Wheelock School” Box 27o
- Buck, Laura, n.d. Box 17
- Caitlin, Jean Perrine Colmore Box 17
- Clark, Mildred B. Box 17
- Clark, Rachel, Class of 1918 (Rachel Clark Newmann) Box 17
- Cramer, Rebecca Berry, class ring, class of 1936 (Fallbrook, CA) Box 25o
- Denning, Hanley, Obituary Box 17
- Dobler, Pauline Box 17
- Doyle, Marion Glending. Class of 1934 Box 17
- Eastman, Eleanor, Class of 1927, clippings Box 17
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- Larsen, Carolyn (Carolyn Bonney Larsen) Box 19
 - Wheelock School grades 1928-1930
 - Correspondence, 1928-1955
 - Correspondence , 1962-1978, n.d.
 - Correspondence from Miss Wheelock, 1931-1940, n.d.
 - Wheelock College, misc.
 - Programs, 1929-1939
 - Programs, 1940-1965
 - Programs, 1971-1982
 - News Clippings 1930's-1950's
 - News Clippings 1960's-1970's
 - News Clippings – Carolyn Larsen
 - Photographs
 - Alumnae Directories 1930-1933, 1944
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 - Misc. publications
 - Address by Dr. Rollo G. Reynolds, 1939
 - Sketch of Dr. Bain with letter to Mrs. Larsen, 1966 Box 22o
- Leary, Alta. 1915 Box 18
- Lewis, Elizabeth (Elizabeth Perry Lewis). Class of 1933 Box 18
- Lester, Helen Box 18
- Littlehales, Sylvia (Sylvia Littlehales Nichols). Class of 1928 Box 18
- Louie, Ai-Ling Box 18
- Lovett, Adelaide, 1911/1912 Box 18
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- Lowery, Carlile Box 18
- Marsden, Emma (Emma Dunham Marsden), Class of 1896,
baby spoon and letter Box 25o
- Miller, Mary, 1937/38,1938/39, President's papers Box 18
- Nakamura, Katsu, Purple kimona - gift from Katsu Box 22o
- Nakamura, Katsu, purple-gray scarf - a gift Box 22o
- Nakamura, Katsu, env. & letter to Mrs. Reed re: above gift, 1953 Box 22o

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- Class of 1915, pin
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- Pittman, Ethel Smith Box 18
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 - Biographical Information
 - "Collegiate Institute Prospectus 1899-1900"
 - Humorous Catalog
 - Ration Cards, World War II
 - Lucy Wheelock Kindergarten Alumnae Association, Inc. [Directory] 1934
 - Correspondence, 1938-1971
 - Correspondence, 1963-1966 - Gifts to Wheelock College
 - Correspondence, 1972-1975, n.d.
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 - Mottoes and Commentaries of Froebel's Mother Play
 - Class of 1910 – Correspondence & Records
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- Class of 1917 Box 21
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- Dillman, Marilyn, internship, 1985 Box 21
- Centennial Notes Box 21
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- Alexander, Margaret interview, 1996 Box 21