

17. FACULTY, ADMINISTRATION, AND STAFF

Title: Records of Faculty, Administration, and Staff
Date: 1960 – on-going
Quantity: 11.5 linear feet (8 document boxes, 4 file drawers)
Collection Number: 17

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

Lucy Wheelock founded the Wheelock Kindergarten Training School in Boston, Mass., in 1888. A professionally active and accomplished faculty has characterized Wheelock from its inception, and the number of faculty has grown steadily. In 1940 faculty consisted of 7 full-time teachers

and 19 part-time lecturers. Just five years later, in 1945, full-time faculty had risen to 18 individuals.

Beginning in the late 1950s and early 1960s, the twenty faculty members were encouraged to use formal academic rank for the first time. Faculty was first organized into departments in 1964-1965. A systematic tenure and promotion process was introduced in the 1970s, when the number of full-time faculty nearly doubled, from 26 in 1975 to 55 in 1982.

In 2003, Wheelock College full-time faculty consisted of 61 individuals, 84% of whom held doctorates in their fields. An additional 25 part-time and 42 adjunct faculty taught or supervised fieldwork. Reflecting Wheelock's commitment to diversity, 20.23% of faculty in 2003 was people of color.

Scope and Content

The Records of Faculty, Administration, and Staff are organized into three series:

Series I: Directories, Handbooks and Guides

This series contains faculty directories, orientation guides, handbooks, resource lists, and home addresses.

Series II: Committees and Organizational Activities

This series contains meeting minutes and memoranda from various faculty committees and retreats.

Series III Faculty Development

Subseries 1. National Endowment for the Humanities "Renaissance" Seminars

This series contains correspondence, memos, proposals, evaluation reports, syllabi and miscellaneous materials from a series of three seminars funded by the NEH aimed at improving the teaching of humanities at Wheelock College.

Series IV: Clipping, Biographies and Collections

This series contains articles, memoranda, clippings and biographical material by and about staff, faculty, and administration of Wheelock College and is organized alphabetically by last name.

Series V: Faculty Papers

This series contains the personal materials of Wheelock faculty. Included in this collection are the papers of Gwen Morgan, a professor at Wheelock and Director of the Center for Career Development in Early Care and Education and the papers of Wheelock Humanities professor Marcia Folsom.

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 College – Faculty.
Wheelock School – History.
Wheelock College – History.

Container List

Box 1

Series I: Directories, Handbooks and Guides

- Faculty Lists 1964-1984
- Home Address List for Administration, Faculty, & Staff, 1968-1980
- Home Address List for Administration, Faculty, & Staff, 1982-1992
- CDA Faculty Directory, 1975/76
- Graduate School Faculty Directory, 1977-1979
- Community of Color, 1993-1994
- Facebook: Faculty of Color, 1999, 2000
- New Faculty 2004/05
- Title XX Day Care Faculty, Fall 1978
- Faculty Resource Directory, 1987-88, January 1990
- Faculty orientation handbooks, 1990-1993, 2002-2004
- Faculty handbook (draft), 1988, 2002
- Faculty Expert Guide, 1993 (2 copies)
- Faculty Media Guide, 1998-1999
- Where to Go at Wheelock: Faculty Finder and Office Guide, January 2004
- Promotion and Tenure Guides, 1978-1991

Series II: Committees and Organizational Activities

The following items are housed in **File Cabinet 2** (facing the window)

Drawer 1

- Academic Council, 1981-1982
- Academic Department Heads, 1976-1981
- Academic Program Planning Meetings, 1998
- All College, All Faculty Meetings, 1993-2004
- All College Curriculum Committee, 1980-81
- All College Meeting, 1983- on-going
- Committee on Race and Racism, 1993

- Continuing Education Committee Minutes, 1977-1978
- Curriculum Committee, 1960-1978

Drawer 2

- Curriculum Committee, 1979-1993
- Curriculum Revision and Development Committee, 1979-1980
- Faculty Meeting Minutes, 1962-1979

Drawer 3

- Faculty Long Range Planning Committee, 1980-1981
- Faculty Meeting Minutes, 1979-1984
- Faculty Senate, 1979-1986
- Graduate Council, 1974-1980
- Graduate Curriculum Committee, 1977-1995

Drawer 4

- Graduate Curriculum Committee, 1993-1996
- Graduate School Faculty Meeting Minutes, 1991-1993, 1998-2000
- Graduate Study Committee, 1956-1971
- Professional Studies Meeting Minutes, 1996
- President's Advisory Committee, 1967-1968
- Undergraduate Faculty Meeting Minutes, 1990-2000
- Personnel Policies Committee, 1971-1985
- MS/CAGS Curriculum Committee, 1979-1982

Box 2

- Wheelock College Council topics for discussion, 1953-1954
- Faculty Salary Schedule and Policies, 1960
- Schedule of Events for Faculty, Sept. 1969
- Wheelock Staff Association, 1974
- The Working Paper, Issue no. 1, 1974
- Faculty Committees, 1974/75
- Personnel Policies Committee, 1984, 1991, 1994
- Faculty Evaluation Policies and Procedures (draft), 1985
- Faculty Research and Development Committee, 1990
- Faculty endowment fund, Nov. 1990
- Cynthia Longfellow Teaching Recognition Award, 1992
- Presidential Search Committee, 1993
- Parking committee, 1993
- Academic Council/Vice-President's Retreat, July 16-17, 1996
- Strategic planning process, 1992-1993
- Strategic planning process, May 2001
- Strategic Planning Process, 2008-2009

- All College Meeting, Nov. 2005
- Miscellaneous

Box 3

Series III: Faculty Development

- Faculty Development and Evaluation Program, 1990, 2000

Subseries 1: National Endowment for the Humanities “Renaissance” Seminar

- Proposal to NEH
- Interim and Final Reports
- Budget and Expense Records
- Wheelock Newsletter Reports
- Correspondence (2 folders)
- Drafts, Revisions, and Copies
- Evaluation Reports Notes and miscellaneous materials
- Notes and Miscellaneous materials

Box 4

Series IV: Biographies, Clippings, and Collections

- Faculty Data Summary Sheets / Curriculum Vitae
 - Bergstrom, Joan
 - Brown, Cheryl Render
 - Guddemi, Marcia Priess
 - Harris-Sharples, Susan
 - Iatridis, Mary
 - Kosoff, Susan
 - Krasnow, Jean H.
 - Larkin, Elizabeth
 - Mount, Robin
 - Price, Gail A.
 - Rubin, Stefi
- Biographies, Works, Honors, Obituaries, (A-Z)
 - **A:** Abbihl, Ackerson, Ahlin, Alvarado, Ambush
 - Attanucci, Jane
 - **B:** Band, Banks-Santilli, Bieri
 - Benner, Lorraine
 - Benner-Littlefield, Denise
 - Bergstrom, Joan
 - Bieri, Deborah Grozen
 - Bobp, Betty
 - Borunda, Mario
 - Braun, Linda
 - Brown, Cheryl Render
 - Brown, Peggy

- Bunner, Marguerite (Dorm mother, the Riverway, 1938)
 - Burke, Walter
- **C:** Cambone, Campbell, Chasdi, Cockburn, Coleman, Coney, Crohan
 - Cahan, Emily D.
 - Christmann, Jimm
 - Clapp, Ruth
 - Clark, Leland Owen
 - Cloutier, E. George
 - Cohen, Helen
 - Craig, Phil
- **D:** D'Aniello, Darcy, Davis, Donovan
 - Dailey, Lynn
 - Delani, Chet
 - Dines-Levy, Gail
 - Downing, Michael

Box 5

- **E:** Ellsworth, Espada
 - Edwards, Peter
 - Elliot, Paula
 - Ellis, Veronica Freeman
- **F:** Faison-Sneed, Fischer, French, Fenner, Folsom
 - Fish, Imogene
 - Friedland, Ellie
- **G:** Gass, Geraty, Ginsburg-Place, Green
 - Genser, Andrea
- **H:** Heespelink, Henderson, Herman, Hill, Hirschkron, Hinderlie, Hubbard, Hartmann, Hirt, Hague
 - Hackbrath, Elsa M.
 - Hall, Marjorie J.
 - Harriman, Susan
 - Harris-Sharples, Susan
 - Haskell, Henry
 - Heckasher, Bridget
 - Hemphill, Lowry
 - Hess, Petra
 - Hnatiuk, Patty
 - Hoffman, Andrea
 - Hogan, Patricia
 - Honda, Maya
 - Hubler, Clark
- **I:** Iatridis, Imrey
- **K:** Kaufmann, Kingson, Klinger, King, Knoth
 - Kamii, Mieko

- Kaplan-Sanoff, Margot
- Keliher, Alice
- Kelleher, Alice V.
- Kennedy, Sharon E.
- Klugman, Edgar
- Koman, Aleta Goldstein
- Kosoff, Susan
- **L:** Langdale, Langstaff, Larkin, Laymen, Lerman, Lowell, Liddle
 - Lauter-Klatell, Nancy
 - Lazerow, Jama
 - Leclair, Dennis
 - Lee, Lester P.
 - Leitman, Allan

Box 6

- Levin, Diane E. (3 folders)
- Liddle, Elizabeth Ann
- Lindergreen, Harold F.
- Litman, Frances
- **M and N:** Macklem, Marx, McBride, McLean, Meegan, Mercer, Murphy
 - Malone-Fenner, Shirley
 - Maley, Helen
 - Marple, Mrs. Wesley
 - McCormack, Mary
 - Meredith, Robert King
 - Moses, Robert
 - Nash, Maude Cushing
 - Nebleh, Renee
- **O:** Olds, O'Neil, O'Rourke, Osinsky
- **P:** Patterson, Poklemba, Pahl
 - Page, Nick
 - Parpos, Effie
 - Peebles, Mrs. Thomas C.
 - Perkins, Frances
 - Perry, Theresa
 - Prescott, Jean E.
 - Presus, Mrs. Solveig D.
- **R:** Rankin, Reed, Ratiner
 - Rapp, Donald
 - Rosenquest, Bobbi
 - Rossett, Allison
- **S:** Sagoff, Schnapp, Seeling, Sibley, Stuntzner, Sutherland, Squib, Sobe, Steinwald, Stoessel, Schnapp, Steinwald
 - Shepard, Jocelyn

- Shire, Beverly Hoffman
- Sloman, Jane
- Sonnenschein, Phyllis
- Soskin, William
- Sponseller, Doris M.
- Spungin, Rika
- Struthers, Robert
- Swap, Susan

Box 7

- **T:** Thorogood, Townsend, Traub, Theriault
 - Thompson, Richard H.
 - Timm, Henry C.
 - Tredick, Frances M.
 - Troen, Vivian
- **U and V:** Ulich
 - Villegas-Reimers, Eleonora
- **W and Y:** Walker, Walsh, Weinstein, Weiss, Wexler, White, Williams, Wofford, Weismann, Weltner, Wilson
 - Waksler, Frances Chaput
 - Warren, Linda
 - Weber, Dr. Evelyn L. (1915-1992)
 - Weiss, Philip
 - Wexler, Joan
 - Williamson, Michael
 - Winokur, Jeff
 - Worth, Karen
 - Yabe, Makoto
- **Z:** Zeibig
 - Zuckerman, Barry

Series V: Faculty Papers

I. Gwen Morgan (Boxes 8 and 9)

- Clippings
- List of Works
- Brock Adams
- Assessing the Community Training system
- Asking the Hard Questions about CCR
- Career Development Systems in Early care and Education
- Career Ladder Training for Childcare Workers Act
- Change Process
- Child Care at Work
- Janice Eliot
- Child Care Data: Massachusetts and Illinois

- Employers in Child Care History
- Comments on ...Bill to Amend Title V of the Higher Education Act
- Connecticut's Policies on Qualifications
- Early Childhood Teacher Training and Professional Enhancement
- Collaborative Models of Service Integration
- Elements of Quality Determined
- Family Child Care Mentoring Programs
- Future Loose Ends
- Head start: Program and Policy
- Mey Ann Higgins
- Hitchhiker's Guide to the Child Daycare Universe
- Sharon L. Kagan
- National Child Care policy
- A New Vision for Early Childhood Professional Development
- Options for resource and referral
- The Overview or Vision
- Planning for a staff training in Hawaii
- Professionalism Paper
- Qualifications for roles in Early Care and Education
- Resource and Referral Standards
- Sanctuary Case
- Sizing up your job offers
- Stalemate or consensus
- States Policies on qualifications
- Teacher Certification
- Trends in Education for Young Children
- Trilemma
- Visions
- What to do when the administration changes
- What to look for in a licensing statute
- What we know about ratios
- Workshops for R and Rs to offer on Center Start ups

II : Marcia Folsom (Boxes 10 and 11)

- Work Group: Humanities 1988-1989
- Speech Ideas: Drafts, clippings and Notes on a speech
- Search for Writing Position: Contains notes and impressions on people who interviewed for this particular position
- Convocation, 1988
- Transformative Pedagogy Panel, Sept. 15, 1992
- Spring Open House, Key Note Talk, 1992
- Founders Day, 1989 – Speech on Lucy Wheelock (2 folders)
- The Humanities Major, 1987-1988
- Introduction to the Humanities- Work Group Ideas

- Drafts of Design—Humanities Major
- Multicultural conference, 1991
- Canon revision – Secondary sources and news clippings (2 folders)
- Wheelock College Case study in Planned Change
- Teaching and Learning Initiatives
- Believing and Doubting: Girl Interrupted
- Graduate Dean Search
- Multiculturalizing the Curriculum
- Liberal Arts Meetings
- Teaching Writings – Articles
- Readings on the Liberal Arts
- NEWSA Conference- 1981-Unlearning racism
- Curriculum Talk to Cooperating Teachers
- Multicultural Curriculum Middlesex CC “Building Multiculturalism into the Curriculum”
Nov. 1990
- Multiculturalism Curriculum – Cooperating Leaders, Nov. 1990
- Multiculturalism Curriculum – Building an inclusive Literature Curriculum 26 June
1991
- M/C Curriculum – College of Education U Mass Boston 7 December 1990
- M/C Curriculum – Revising the Canon – Secondary Source
- M/C Curriculum – Opponents