
Guide to the Administration and Leadership Records of the American Jewish University Archives (Institutional Records)

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Administration and Leadership Records, American Jewish University Archives (Institutional Records)

Collection number: CaLaAJUL1_4

American Jewish University
Bel-Air, CA 90077

Date Completed:

2014

Encoded by:

American Jewish University Archives

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Descriptive Summary

Identifier/Call Number: CaLaAJUL1_4

Title: Administration and Leadership Records, American Jewish University Archives (Institutional Records)

Date (inclusive): 1946-2013 inclusive

Collector: American Jewish University; University of Judaism; Brandeis-Bardin Institute (Brandeis, Simi Valley, Calif.)

Repository: University Archives and Ostrow Library, American Jewish University

15600 Mulholland Dr.

Bel-Air. California 90077

Extent: 3 Boxes

Location: Physical files are housed at the Ostrow Library of the American Jewish University.

Abstract: The records in this series contain materials related to the Office of the President, Leadership (Executive Committee of the Board of Overseers, Board of Governors, Board of Directors, etc.), Finance, Administration, Technology, Senior Administration Departments (Development, Communications, Admissions, etc.), Fellowships, Scholarships, and Professorships.

Language: Materials are in English and Hebrew

Administrative Information

Access:

This collection is open for research with permission from the Ostrow Library staff. Some materials may be restricted. Contact the Archive (sivanst3@gmail.com) or the Library (library@aju.edu).

Accruals:

Additions to this collection may be transferred regularly.

Rights:

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Preferred Citation:

[Identification of item], Administration and Leadership, Guide to the American Jewish University Archive, American Jewish University, Bel-Air, CA 90077.

Acquisition Information:

Collected by various members of the American Jewish University.

Scope and Content:

The records in this series contain materials related to the Office of the President, Leadership (Executive Committee of the Board of Overseers, Board of Governors, Board of Directors, etc.), Finance, Administration, Technology, Senior Administration Departments (Development, Communications, Admissions, etc.), Fellowships, Scholarships, and Professorships.

The American Jewish University Archive is a collection of documents, pamphlets, recordings, letters, publications, photographs, scrapbooks, and ephemera that document the history of the University of Judaism and the Brandeis-Bardin Institute which merged to become American Jewish University in 2007, depicting people, places and events at both campuses.

Organization:

The collection is organized in 4 sub-series.

IV. Administration and Leadership: 1946-2013

Subseries 1. Executive Administration (Office of the President)

Subseries 2. Lay and Administrative Governance

Subseries 3. Finance, Administration, and Technology

Subseries 4. Senior Administration Departments

Subseries 5. Fellowships

Subseries 6. Scholarships

Subseries 7. Professorships

American Jewish University:

The [American Jewish University](#) , with its Familian campus in Bel Air, California and Brandeis-Bardin campus in Simi Valley, California, is the outcome of the 2007 union of Brandeis-Bardin Institute (BBI) and the University of Judaism (UJ).

In 1947, the University of Judaism was founded in Los Angeles, the vision of Dr. Mordecai Kaplan, the author of Judaism as a Civilization, who advocated the creation of an educational institution incorporating diverse elements of Jewish civilization and culture under one roof. To carry out his dream, he received the support of the Jewish Theological Seminary in New York and the Bureau of Jewish Education of Los Angeles.

Six years earlier, BCI was founded by Dr. Shlomo Bardin to safeguard against assimilation of young American Jews by making “the great ethical heritage of Judaism” relevant to them. Brandeis Camp Institute was named to honor our nation’s first Jewish Supreme Court Justice, Louis D. Brandeis, who was instrumental as the visionary and primary funder of Dr. Bardin’s initial programmatic endeavor. BBI was located for brief periods of time in Amherst, NH, Winterdale, PA and Hendersonville, NC before finding its home in 1947 in Simi Valley.

For more information, please see our history page at the following link: <http://aboutus.aju.edu/default.aspx?id=4742> .

The Bel and Jack M. Ostrow Academic Library:

[The Ostrow Library](#) , is designed to meet the needs of the University's faculty and students, as well as scholars conducting research in all fields of Jewish culture and civilization. Members of the general public are also invited to use the Library’s materials for personal enrichment and enjoyment. With approximately 110,000 print volumes, the library's collections have grown consistently through endowments, gifts of major private collections and an ongoing acquisition program.

The Burton Sperber Memorial Jewish Community Library of Los Angeles:

[The Burton Sperber Jewish Community Library](#) at American Jewish University now serves as the official Jewish Community Library of Los Angeles. This new library succeeds the original Peter M. Kahn Jewish Community Library that was formerly housed at the Los Angeles Jewish Federation. Dedicated by his family in memory of noted Los Angeles philanthropist and landscape developer Burton Sperber, this library welcomes the entire Los Angeles Jewish community to enjoy its state-of-the-art facility including regularly scheduled programs for children and families as well as author and other literary encounters.

The Lowy-Winkler Family Rare Book Center:

[The Lowy-Winkler Family Rare Book Center](#) , a gift of Peter and Janine Lowy, is home to the Maslan Bible Collection. This unusual assemblage of exceptional volumes includes approximately 4,000 Bibles, some dating back almost to the inception of the printing press. This collection also features bible translations representing most of the written languages of the world, as well as the Kalman-Friedman Collection of Italian Judaica.

The University Archives:

The [University Archives](#) of the American Jewish University is a collection of documents, pamphlets, recordings, letters, publications, photographs, scrapbooks, and ephemera that document the history of the University of Judaism and the Brandeis-Bardin Institute which merged to become American Jewish University in 2007, depicting people, places and events at both campuses.

Photograph and Digital Archive:

The American Jewish University [Digital Archive](#) includes photographs, scrapbooks, and ephemera that document the history of the University of Judaism and the Brandeis-Bardin Institute which merged to become American Jewish University in 2007, depicting people, places and events at both campuses. These photographs include great Jewish thinkers who founded AJU and were involved with its growth over the years. The creation of both institutions was made possible by philanthropists to whom we owe the building of University of Judaism and the Brandeis-Bardin Institute.

Audio-Visual Archive:

The American Jewish University [Audio-Visual Archive](#) is a collection of audio-visual records of lectures, shows, and events taking place at or produced by the American Jewish University (formerly University of Judaism and Brandeis-Bardin Institute) over the years.

Louis Shub Documentation Center:

The [Louis Shub Documentation Center](#) at the American Jewish University is a collection of thousands of articles from various newspapers and periodicals covering a range of subjects. Gathered by Dr. Shub, the former library director of the University of Judaism, the collection was used by students to research subjects such as Israeli and Jewish figures, Foreign Policy, Global Jewish Communities, Israel, the Middle East and many other issues and subjects. The importance of this collection is the juxtaposing of articles from major papers with those of small local papers both covering the same event. The finding aid to the collection can be viewed at:

<http://www.oac.cdlib.org/findaid/ark:/13030/c85h7jcf/>

Subjects:

Note

(Library of Congress Subject Headings)

Personal and Corporate Names:

American Jewish University

Brandeis-Bardin Institute (Brandeis, Simi Valley, Calif.)

University of Judaism

Camp Ramah.

Women's League for Conservative Judaism

United Synagogue of America.

Jewish Theological Seminary of America.

National Women's League

University Women of the University of Judaism

Sinai Temple (Los Angeles, Calif.)

Shub, Louis

Lieber, David L.

Greenberg, Simon, 1901-

Wexler, Robert

Turner, Justin G.

Fligelman, Julius, 1895-1980

Heschel, Abraham Joshua, 1907-1972

Kohn, Jacob, 1881-1968

Swig, Benjamin Harrison, 1893-1980

Pressman, Jacob;

Kaplan, Mordecai Menahem, 1881-1983

Finkelstein, Louis, 1895-1991

Levine, Sid

Wise, Aaron M.

Vorspan, Max

Zemach, Benjamin

Helfman, Max

Warren, Earl, 1891-1974
Eisenshtat, Sidney, 1914-2005
Gindi, Elie M.
Bergman, Martin
Jospe, Erwin
Alexander, Hanan A., 1953-
Bradley, Tom, 1917-1998
Dorff, Elliot N.
Cohen, Gerson D. (Gerson David), 1924-
Dortort, David
Goodhill, Victor, 1911-
Gordis, David M.
Schulweis, Harold M.
Glass, Judith
Ray, Eric
Krems, Nathan
Ackerman, Walter I.
Kahn, Peter M., 1878- [from old catalog]
Gordis, Robert, 1908-
Wolfson, Ron
Cohen, Aryeh
Oppenheim, Lois Hecht
Schary, Dore
Zevit, Ziony
Familian, Isadore
Seewack, Benjamin
Ostrow, Jack
Ostrow, Bel
Easton, Harold

Subjects and Indexing Terms

General Subjects:

Judaism.
Zionism and Judaism.
Israel.
Education.
College presidents.
Jewish college presidents
Rabbis.
Philanthropists
Scholars.
Art.
Patrons of education
Board of directors--United States.
College administrators
Libraries.
Jewish artists
Jewish college teachers
Authors.

Faculty, University
Women.
Musicians
College campuses.

Box 12-14

Series : IV.

Administration & Leadership 1946-2013

Physical Description: 3 Boxes

Scope and Content Note

This series contains materials related to the Office of the President, Leadership (Executive Committee of the Board of Overseers, Board of Governors, Board of Directors, etc.), Finance, Administration, Technology, Senior Administration Departments (Development, Communications, Admissions, etc.), Fellowships, Scholarships, and Professorships.

Box 12

Subseries: 1:

Executive Administration1947-2013

Physical Description: 1 Box

Scope and Content Note

This subseries contains materials related to the Office of the President including By-Laws, Accreditation Files, President Reports, Proposals, and the records of Simon Greenberg, David Lieber, and Robert Wexler.

Box 12, folder 1
Box 12, folder 2

A: **By-Laws**1981

B: **Accreditation Files**1963-1983

C: **Reports**1968-2013

Physical Description: 6 Folders

Box 12, folder 3-5

1. **President's Reports**1970-2013 

Scope and Content Note

Includes President's Reports from 1970-2013.

Box 12, folder 6

 2. **Academic Reports, Dr. Samuel Dinin**1968-1970

Scope and Content Note

Includes Academic Reports from Dr. Samuel Dinin from 1968 and 1970.

Box 12, folder 7
Box 12, folder 8

3. **Academic projects for the next decade, by D. Lieber**1968-05

4. **The University of Judaism, A description and evaluation of present schools and programs and a projection of future plans and programs, by Samuel Dinin** 1968-08

Box 12, folder 7

5. **Outline of faculty and program needs of the schools of the UJ, By S. Dinin**1969-11-03

Box 12, folder 7

6. **Comparative Report**1968-1971

D: **Proposals**1974

Physical Description: 1 Folder

Box 12, folder 8

1. **Proposal for the Establishment of a Chair in Jewish Law**1974

Box 12, folder 9

E: **Office of the President, Dr. Simon Greenberg 1946-1962**  



Physical Description: 1 Folder

Scope and Content Note

Contains materials related to President Simon Greenberg including correspondence to/from Betty Greenberg, Dr. Louis Finkelstein, Robert Coblens, Samuel Dinin, and News Clippings.

Biography/Organization History

Historical Note: *President Simon Greenberg, the founding President of the AJU, served as President from 1947-1963, Chancellor from 1963-1968 and Chancellor Emeritus from 1968-1993. He also served as the vice chancellor emeritus of the Jewish Theological Seminary of America.*

F: **Office of the President, Dr. David Lieber 1963-1996**  

Physical Description: 2 Folders

Scope and Content Note

Contains materials related to President David Lieber including correspondence, publications, essays and writings, news releases and clippings, Rabbinical Assembly records, and oversized materials.

Biography/Organization History

Historical Note: *President David Lieber, the second President of the AJU and first Chairman of the Board, served as President from 1963-1992. Under Dr. Lieber's leadership, the UJ created its College of Arts and Sciences, the Lieber School in Nonprofit Management, the Fingerhut School of Education and the Whizin Center for the Jewish Future.*

Box 12, folder 10

1. **Correspondence 1974-1990**

Scope and Content Note

Contains correspondence to/from David Lieber, Simon Greenberg, Rabbi David Novak, and more.

Box 12, folder 10

2. **Publications, Essays and Writings**

Scope and Content Note

Israelite Society in the Eighth Century; Notes from Dr. Lieber on the Pope's Visit; Goals for the Conservative Jewish School; and the Conservative Congregational School- Prospects for the Future.

Box 12, folder 10

3. **News Releases and Clippings** 

Box 12, folder 11

4. **Rabbinical Assembly 1996**

5. **Oversized Materials**

Location: *Location: (Oversized Material)*

Scope and Content Note

Framed photographs.

G: Office of the President, Dr. Robert D. Wexler1993-2013 

Physical Description: 1 Folder

Scope and Content Note

Contains materials related to President Robert D. Wexler, including materials related to his Inauguration.

Biography/Organization History

Historical Note: *Dr. Robert D. Wexler has served as president of American Jewish University (formerly University of Judaism and Brandeis-Bardin Institute) since 1992. He received his B.A. in Sociology from UCLA in 1971 and was ordained as a rabbi at the Jewish Theological Seminary in New York, where he also earned a Master of Arts degree in Hebrew Literature. While enrolled in rabbinical school, Dr. Wexler also earned his M.B.A. degree from Baruch College in New York City with a specialization in accounting. Following his ordination in 1977, he spent a year on the faculty of Princeton University teaching in the Department of Middle East Studies.*

Returning to Los Angeles in 1978, Dr. Wexler joined the staff of American Jewish University (AJU), where he occupied a variety of administrative positions before becoming president. He earned both a Master of Arts degree and a Ph.D. from UCLA in the Department of Near Eastern Languages. His doctoral dissertation dealt with concepts of death and immortality in the ancient near east.

Box 13

Subseries: 2:

Lay and Administrative Governance1948-2008

Physical Description: 1 Box

Scope and Content Note

This subseries contains materials related to bodies of governance, such as the Executive Committee of the Board of Overseers, Board of Governors, Board of Directors and more.

A: Board of Overseers and the Executive Committee of the Board of Overseers1948-2004

Physical Description: 6 Folders

Scope and Content Note

Contains materials related to Executive Committee of the Board of Overseers.

Biography/Organization History

Historical Note: *The Board of Overseers held its first meeting in the spring of 1948, at the home of Theodore Strimling with Dore Schary as its Chairman and Julius Fligelman as Vice Chairman. Future chairmen of the Board of Overseers included Dore Schary, Milton Sperling, Justin G. Turner, Julius Fligelman, Dr. Victor Goodhill, and Edward Sanders. The Executive Committee of the Board of Overseers was in charge of administrative affairs and Charles Brown served as its first Chairman, and Ben Platt as Vice Chairman. The first meeting of the Executive Committee was held on July 28, 1948, where members created a financial plan for the University. Future chairmen of the Executive Committee included Charles Brown, Lewis E. Pennish, Matthew Berman, Nathan Krems, Jack M. Ostrow, and Milton G. Gordon.*

Biography/Organization History

Present Day: *The Executive Committee consists of all officers of the Board, including the Chairperson of the Board, who Chairs this committee; the three Executive Vice Chairpersons; all Vice Chairpersons; the University President; the Secretary; and the Treasurer. The Immediate Past Chairperson also serves on the Executive Committee.*

Box 13, folder 1-5
Box 13, folder 6
Box 13, folder 6

1. **Meeting Minutes, Agendas, and Materials1948-1988**
2. **Member Lists1966**
3. **Correspondence2004**

Box 13, folder 6

4. **News Clippings1960**

Scope and Content Note

Articles include "Dr. Greenberg was Honored by UJ", "UJ Elects Officers at July 21 Dinner Meeting", and "UJ Board to Elect New Officers".

B: **Board of Governors1968-1977**

Physical Description: 2 Folders

Related Materials: For minutes from the **Board of Governors of the School of Education (1947-1949)**, please see School of Education (Box 15, Folder 1).

Scope and Content Note

Contains materials related to the Board of Governors.

Biography/Organization History

Historical Note: *Established in the fall of 1947 to oversee and promote the establishment and development of the academic programs of the UJ, its first chairman was Peter M. Kahn. While they did not have any legislative powers, their advice was incredibly important to the University academic staff. Future chairmen included Justin Turner, Lewis Pennish, Matthew Berman, Albert Spiegel, Dr. Victor Goodhill, and Dr. Abraham Becker.*

Box 13, folder 7

1. **Minutes1968-1971**

Box 13, folder 8

2. **Committee on Liberal Arts College of the Board of Governors1968-1969**

Scope and Content Note

Includes minutes of meeting and a summary of discussion of the Board of Governors: Towards A Rationale for the Establishment of a Liberal Arts College.

Box 13, folder 8

3. **The Center Committee of the Board of Governors1969**

Scope and Content Note

Includes minutes of meeting.

Box 13, folder 8

4. **Correspondence1970**

Scope and Content Note

Includes a letter to the Board from Chairman Albert A. Spiegel.

Box 13, folder 8

5. **News Clippings1974-06-09**

Scope and Content Note

"University of Judaism Has Own Think Tank".

C: Board of Directors1968-2005

Physical Description: 3 Folders

Scope and Content Note

Contains materials related to the Board of Directors.

Biography/Organization History

Historical Note: *Established in 1967, when the University had a need for a board that could be actively involved in the University's business affairs, the first Board of Directors was chaired by Jack M. Ostrow with Jack E. Gindi as secretary and Nathan Krems, Arthur Whizin, Cyrus Levinthal and Max Zimmer as officers. Future chairmen include Francis S. Maas, Dena Schechter, Peter S. Lowy, Jeffrey L. Glassman, and Kevin L. Ratner.*

Biography/Organization History

Present Day: *The Board meets at least five times during the year. The Board consists of 45 elected members who serve one-year terms. New members of the Board are elected by the Board each year at its May or June meeting. A Board Director may be re-elected for a specified number of terms as indicated in the University by-laws. The Board approves annual budgets, reviews major policies and oversees the management of the University, subject to the provisions of the laws of the State of California. The Board has the power to create additional bodies, such as the Board of Regents.*

Box 13, folder 9

1. **Meeting Minutes and Materials 1968-2005**

Box 13, folder 9

2. **Members Materials 1976-2008**

Additional Location: (Oversized Material)

Scope and Content Note

Includes membership lists and photographs.

Box 13, folder 9

3. **Installation of Officers 1969-1999**

Scope and Content Note

Includes materials such as invitations, programs, photos, news releases and more from the 1969, 1994 and 1999 Installation of Officers.

Box 13, folder 10

4. **Chairman's Council and Associates 1996**

Scope and Content Note

Includes materials such as an invitation, photographs, news release and clipping from the Garden Reception (1996-08-21).

Box 13, folder 11

5. **News Releases and Clippings**

Box 13, folder 12

D: Board of Trustees1969

Physical Description: 1 Folder

Scope and Content Note

Contains minutes of the Board of Trustees.

Biography/Organization History

Historical Note: *Established in 1950, the Board of Trustees was made up of members from the Jewish Theological Seminary and the University of Judaism. Meetings occurred annually either in Los Angeles or New York. Members of the first Board of Trustees included Simon Greenberg, Arthur Oppenheimer, Simon Rivkind, Alan Stroock, Charles Brown, Peter M. Kahn, Sr., Ben Platt, Dore Schary and Chairman Louis Finkelstein.*

E: Dean's Council 1991-1997

Physical Description: 2 Folders

Biography/Organization History

Historical Note: *The Council consists of heads of all academic schools, the University Librarian, the Dean of Students, the Dean of Admissions and the Registrar. The Council of Deans, under the leadership of the CAO, meets regularly to supervise implementation of academic policy.*

Box 13, folder 13
Box 13, folder 14
Box 13, folder 14

1. **Agendas and Minutes 1992-1997**
2. **Memorandums to the Dean's Council 1991-1994**
 - a. **General 1991-1994**

Scope and Content Note

Topics include rosters, cost benefit analysis, commencement speakers, summer MA in Education, and more.

Box 13, folder 14

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-
- b. **School Goals and Reviews 1992-1993**

Scope and Content Note

Schools include Ziegler, Fingerhut School of Education, Lee College, Admissions, Student Affairs, Year-End Review and more.

F: Academic Senate 1992

Physical Description: 1 Folder

Biography/Organization History

Historical Note: *American Jewish University faculty and those duties for which it is responsible are governed by an Academic Senate, which includes representation from all of those units of the University involved in the academic activities of the institution, under a three-tiered system of participation. The Academic Senate meets regularly, normally once a month during the academic year.*

Box 13, folder 15

1. **Memorandums to the Academic Senate 1992**

Scope and Content Note

Includes a memorandum from Elliot Dorff in regards to the Rabbinical Program.

G: The Committee on the Five-Year Plan 1981-1982

Physical Description: 1 Folder

Biography/Organization History

Historical Note: *Members included David Lieber, Elliot Dorff, Max Vorspan, David Gordis, Jack Shechter, Joel Rembaum, Emanuel Forester, and M. Menitoff.*

Box 13, folder 16
Box 13, folder 16

1. **Minutes 1981-1982**
2. **Proposals and Projections 1981-1982**

Scope and Content Note

Proposals for the undergraduate studies, the Academic Department, MPMA, and projected Five-Year Plan for the Department of Continuing Education and the Department of Education.

Box 13, folder 17

H: Academic Council 1967-1982

Physical Description: 1 Folder

Scope and Content Note

Includes minutes of the Academic Council

Biography/Organization History

Historical Note: *Members include David Lieber, Max Vorspan, D. Gordis, E. Dorff, J. Rembaum, R. Wolfson, R. Wexler, M. Menitoff, J. Schechter, Y. Lev, and more.*

- Box 13, folder 18 I: **UJ Honor Code Committee 1995**
Physical Description: 1 Folder
Scope and Content Note
Includes the Honor Code of the UJ, and memorandums.
- Box 13, folder 19 J: **Committee on Academic Affairs approximately 2005**
Physical Description: 1 Folder
Scope and Content Note
Includes an Academic Affairs Report.
- Box 13, folder 20 K: **Board of Regents 1997**
Physical Description: 1 Folder
Scope and Content Note
Includes materials related to the Intercollegiate Undergraduate Ethics Seminar.
Biography/Organization History
Historical Note: *The Board of Regents is a long-term planning arm of the University that advises the Board of Directors. It considers projected needs of the American Jewish community, with special concern for West Coast Jewry, and specifically for Southern California. It consists of distinguished lay leaders from the Jewish community.*
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- Box 13 **Subseries: 3:**
Finance, Administration, and Technology 1947-2005
Physical Description: 7 Folders
Scope and Content Note
This subseries contains materials related to Finance, Administration, and Technology, including the Office of the Associate Vice President and COO, Financial Aid, Finance and Accounting, Business Affairs and Administration.
- Box 13, folder 21 A: **Office of the Associate Vice President and COO 2005**
Physical Description: 1 Folder
Scope and Content Note
Includes reports to the Board of Directors from Zofia Yalovsky.
- Box 13,
folder 22-23 B: **Financial Aid Office 1977-1991**
Physical Description: 1 Folder
Scope and Content Note
Includes brochures for financial aid, records from the College Work Study Program, and news releases and clippings of events such as "How to Finance A College Education Mini-Seminar" and "Financing your Child's Education".
- C: **Finance and Accounting 1947-1972**
Physical Description: 2 Folders
- Box 13, folder 24 1. **Budgets ca. 1940s**
Box 13, folder 25 2. **Budget and Finance Committee 1971-1972**
Scope and Content Note
Includes minutes and records by Samuel Dinin.
Biography/Organization History
Historical Note: *Officers included Jack Gindi (chairman), Jack Ostrow (chairman) Nathan Krems, Ephraim London, Max Zimmer, Samuel Dinin, Emanuel Forster, David Lieber, Leonard Newman, and Max Vorspan.*
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D: Business Affairs and Administration 1994-1997

Physical Description: 2 Folders

Scope and Content Note

News Releases related to Eleanor Montague and Mark Bookman.

Box 14

Subseries: 4:

Senior Administration Departments 1958-2008

Physical Description: 1 Box

Scope and Content Note

This subseries contains materials related to the Office of the Registrar, Department of Major Gifts and Planned Giving, Department of Development, Department/Office of Public Information, Department of Public Relations and Communications, Department of University Relations, and the Admissions Department.

A: Office of the Registrar 1961

Physical Description: 1 Folder

Box 14, folder 1

1. Correspondence 1961-12-04

Scope and Content Note

Letter from Mrs. Irwin Reiss (Associate Registrar) to Mrs. Hardwick, Inviting her to a meeting about adult education project.

B: Department of Major Gifts and Planned Giving

Physical Description: 1 Folder

Box 14, folder 2

1. The Heritage Society

Scope and Content Note

Includes brochures.

Biography/Organization History

Historical Note: *Originally under of the Department of Development.*

Box 14, folder 2

2. Publications 1990-1998

a. UJ Focus, Newsletter 1998

b. Charitable Tax Strategies, Newsletter 1990-1994

Scope and Content Note

A financial and tax planning guide for UJ friends.

Box 14, folder 2

3. News Releases 1997

C. Department of Development 1958-2005

Physical Description: 7 Folders

Scope and Content Note

Includes materials from publications, the Campaign Council Committee, endowment gift opportunities, the Fellowship Society, miscellaneous gift, fund, and giving publications and programs, reports and memos, and news releases and clippings.

Biography/Organization History

Historical Note: *During the University's early years, fundraising and campaigns usually occurred through the Founders Day Dinners and under a fundraiser named Harry Friedgut. The Department of Development was established in the late 1950s, with Saul Rubin as its director. Manny Forster succeeded Rubin in 1964.*

Box 14, folder 3-5

1. Publications 1989-2003

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| Box 14, folder 3
Box 14, folder 4-5 | <ul style="list-style-type: none">a. Leadership, Newsletter1989b. On the Move, Newsletter1999-2003<ul style="list-style-type: none">Biography/Organization HistoryHistorical Note: <i>Newsletter about Development Department news. First published by the Development Department in cooperation with the Public Relations and Communications Department, and later by the Public Relations and Communication Department with Iris Waskow as Director.</i> |
| Box 14, folder 2 | <ul style="list-style-type: none">2. The Heritage Society / Heritage Giving<ul style="list-style-type: none">Location: Stored with Department of Major Gifts and Planned Giving Records. |
| Box 14, folder 6
Box 14, folder 6 | <ul style="list-style-type: none">3. Campaign Council Committee1998<ul style="list-style-type: none">a. Investing in the Future of the American Jewish Community Campaign<ul style="list-style-type: none">Scope and Content NoteIncludes a 50th Anniversary Campaign Overview, and Brochures. |
| Box 14, folder 6
Box 14, folder 7 | <ul style="list-style-type: none">4. Endowment Gift Opportunities Materials5. Fellowship Society 1966-1984<ul style="list-style-type: none">Scope and Content NoteIncludes an invitation to the 1966 City-Wide Fellowship Breakfast, with a Dramatic Presentation of "Gideon" (Gideon was produced by the Radio-TV Department), correspondence from Isadore Familian, and news clippings.Biography/Organization HistoryVariant Name: <i>Society of Fellows</i>Historical Note: <i>Started by Manny Forster in 1964, the Fellowship Society was headed by the Congregational Cabinet. It held an annuals city-wide Fellowship breakfast in December where congregations held individual campaigns on behalf of the University.</i> |
| Box 14, folder 8 | <ul style="list-style-type: none">6. Miscellaneous Gift, Fund, and Giving Publications and Programs<ul style="list-style-type: none">a. Giving Real Estateb. Limud: The Student Sponsorship Programc. University of Judaism's Leaders of Tomorrowd. Annual Funde. Annual Giving Program1996f. Letters for Support1990-1995<ul style="list-style-type: none">Scope and Content NoteIncludes a letter from Jack Ostrow to friends regarding support. |
| Box 14, folder 8
Box 14, folder 9 | <ul style="list-style-type: none">7. Reports and Memos 1987-20058. Communications Materials 1958-1999<ul style="list-style-type: none">Scope and Content NoteIncludes a communications media report, news releases and clippings regarding the department and donations. |

Box 14, folder 10

D. Department / Office of Public Information 1984

Physical Description: 1 Folder

Scope and Content Note

Includes materials from Ria Parody's office, the Director. Additional materials, administrative files and correspondence by Ria Parody can be found with the Holiday Advertisements (Box 7)

Biography/Organization History

Historical Note: *Public Relations began during the University's early days with a part-time Public Relations Officer (Sam Brand). The position turned into the Director of Public Information, a full-time position headed by Sam Brand, Eli Rembaum, Vern Partlow, Sydney Gross, Yehuda Lev, Shed Behar, Ria Parody, and Mimi Sells. This department developed into the Department of University Relations in 1987 and the Department of Public Relations and Communications in the 1990s.*

E. Department of Public Relations and Communications/ University Relations and Communications 1987-2002

Physical Description: 10 Folders

Biography/Organization History

Historical Note: *Following the Department / Office of Public Information, the Department of University Relations was headed by Dr. Ron Wolfson from 1987 (Director of Communications). This department became the Department of Public Relations and Communications and was headed by Mimi Sells followed by Iris Waskow from 1998 to present day.*

1. Publications 1991-2001

Box 14, folder 11

a. Focus 1991-1992

Biography/Organization History

Historical Note: *Focus, a publication and supplement to the Direction magazine, was designed to keep supporters and friends informed of the educational, cultural, and fundraising activities held on and off campus.*

Box 14, folder 12

b. University of Judaism, Special Edition 1994-05

Biography/Organization History

Historical Note: *News of the 1994 Los Angeles earthquake evoked an unprecedented outpouring of support. In response, the Communications Department created this "Special Edition" to inform the community about post-earthquake repair effort and other current information.*

Box 14, folder 13

c. University of Judaism Magazine 1994-1996

Biography/Organization History

Historical Note: *Formerly Directions, the publication's name was changed in 1994.*

Box 14, folder 14

d. What's Nu? 1998-1999

Biography/Organization History

Historical Note: *Newsletter that provides staff, faculty, students and administration an effective means for keeping in touch with each other, including university updates and an opportunity to share information with colleagues.*

Box 14,
folder 15-16

e. **Vision1998-2008**

Additional Location: *Additional copies of the Vision publications can be found in Box 14.1*

Biography/Organization History

Historical Note: *A University magazine, it includes articles, interviews, information about departments, board members, faculty and campus news, and an honor roll (a comprehensive roster of the University's friends, donors and supporters).*

Box 14, folder 17

f. **An Open Mind1999**

Biography/Organization History

Historical Note: *A bi-annual publication with insights from the University.*

Box 14, folder 18
Box 14, folder 19

g. **UJ Update1999-2001**

2. **Media Guides 1999-2002**

Biography/Organization History

Historical Note: *A resource guide intended to help media professionals to obtain the most timely and accurate information on a wide variety of topics, such as religion, politics, literature and education from the University's areas of expertise and a roster of the experts. Includes information on staff and their areas of expertise.*

Box 14, folder 19

3. **Correspondence 1987-1998**

Scope and Content Note

Includes department correspondence from Ron Wolfson and Iris Waskow.

Box 14, folder 20

4. **Miscellaneous Materials**

Scope and Content Note

Includes tiff. photo disc sheets, exhibit card from the University of Judaism, 50 Years of Academic Excellence exhibit, and The Simon Rockower Award for Directions and UJ Magazine (1991/1994).

Box 14, folder 21

F. **Admissions Department1986-1987**

Physical Description: 1 Folder

Scope and Content Note

Includes budgets, news releases, and memos from Miriam Prum to Ron Wolfson regarding the University Relations Department.

Box 14,
Folder 22-23

Subseries: 5:

Fellowships1988-1996

Box 14, folder 22

A. **Finkelstein Fellowship/ Finkelstein Scholars Program1990-1996**

Physical Description: 1 Folder

Scope and Content Note

Includes program information, news releases and news clippings.

Box 14, folder 23

B. **Monkarsh Fellowship1988**

Physical Description: 1 Folder

Scope and Content Note

Includes news clippings.

Box 14, Folder 24

Subseries: 6:

Scholarships1960-1991

Scope and Content Note

Includes news releases and news clippings on scholarships and the Ehrlich Leadership Award.

Box 14,
Folder 25-26

Subseries: 7:

Professorships1964-1990

Box 14, folder 25

A. **Samuel A. Fryer Professorship in Bible1964-12-14**

Scope and Content Note

Includes program of the establishment of the Professorship. Signed by Samuel Fryer to Simon and Betty Greenberg.

Box 14, folder 26

B. **Isadore Levine Professorship in Jewish History1987-1990**

Scope and Content Note

Includes news clippings.
