The Finding Aid of the Pepperdine University Budget and Finance Collection 0093

Jessica Geiser and Jamie Henricks
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URL: https://library.pepperdine.edu/collections/boone-special-collections-university-archives.htm
Language of Material: English
Contributing Institution: Pepperdine University. Special Collections and University Archives.
Title: Pepperdine University Budget and Finance Collection
Identifier/Call Number: 0093
Physical Description: 3.33 Linear Feet (4 boxes)
Date (inclusive): 1939-1984
Date (bulk): bulk
Abstract: The Pepperdine University Budget and Finance collection consists of materials related to the fiscal management of the university. Materials in the collection include budget reports, audit reports, policy and procedure manuals, accounting reports, meeting agendas and minutes, and documents related to loans and bonds. Items in the collection span from 1939 to 1984.
Pepperdine University. Special Collections and University Archives.
Storage Unit: 1-2
Storage Unit: 3-4
Conditions Governing Access
Advance notice required for access.
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Preferred Citation
[Box/folder# or item name], Pepperdine University Budget and Finance collection, Collection no. 0093, Special Collections and University Archives, University Libraries, Pepperdine University.
Immediate Source of Acquisition
Materials in the collection were collected from the University Archives files.
Scope and Content
The collection consists of budget and finance materials, including audit reports; accounting system reports; budget summaries, reviews, and worksheets; fees manuals; policy and procedure manuals for accounts receivable, purchasing, and student accounts; documents related to bonds and loans; minutes, agendas and other documents from budget and development meetings; annual financial statements and reports; and additional memorandums, correspondence, and reports related to financial issues. Materials in the collection span from 1939 to 1984, with the bulk of items ranging from 1970 to 1984.
Arrangement
The collection is arranged chronologically.
Processing Information note
The collection was arranged and described by Jessica Geiser and Jamie Henricks in March, 2013.
Subjects and Indexing Terms
Los Angeles (Calif.) -- History
Financial records
Receipts (financial records)
Memorandums
Malibu (Calif.) -- History
Correspondence
Universities and colleges -- History
Reports
Universities and colleges -- Finance
Agendas (administrative records)
Pepperdine University
Pepperdine College