Guide to the Student Affairs records

Finding aid prepared by Ashley Toutain
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Overview of the Collection
Title: Student Affairs records
Date (inclusive): 1973-2001
Collection number: USDA_2008_009
Creator: University of San Diego Office of Student Affairs
Extent: 1 box (1 linear foot)
Repository: University of San Diego, Archives and Special Collections
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5998 Alcalá Park
San Diego, CA 92110
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Abstract: The majority of these records include student survey information conducted between 1983 and 1997. These surveys were primarily conducted by the Higher Education Research Institute on University of San Diego students. Also included are Vice President for Student Affairs, Thomas Burke’s, records from committees on which he served including the Assessment, Athletics, and Student Affairs committees.
Languages: English
Historical Note
Student Affairs at the University of San Diego functions to create a “vibrant and active co-curricular learning experience” working collaboratively with Academic Affairs to support student learning and professional development in all areas. Prior to the merger of the San Diego College for Men and College for Women, student affairs functions were conducted by faculty and administration as needed. A formal department arose in Fall 1971 when the schools merged and one Office of the Dean of Students was created. This office focused on supervising and training resident assistants who supported students living on campus, as well as supporting students’ extracurricular activities including athletics, student organizations and student government.
The division of Student Affairs continues to oversee all aspects of student life including housing, Greek life, student organizations, campus recreation, student wellness, and many other areas of campus programs and activities.
Scope and Content Note
The majority of these records were gathered by Thomas Burke. Burke worked at the University of San Diego for 28 years beginning in 1973, as the Dean of Students and as the Vice President for Student Affairs. He was instrumental in building the Student Affairs division, as well as in building the athletics department. These records primarily contain surveys conducted about the student experience. Surveys conducted by the Higher Education Research Institute document incoming and outgoing students’ perspectives on their overall education at the University of San Diego, as well as student demographic information, plans while at USD and plans for their future. These records also document Thomas Burke’s involvement on the Assessment Committee, the Athletics Committee of the Board of Trustees, and the Student Affairs Committee of the Board of Trustees.
Arrangement
These records are arranged alphabetically into one series of Administrative records.
Access Information
These records are open for research.
Preferred citation
[Folder Title], Box # Folder #, Office of Student Affairs records, Copley Library, University of San Diego, Archives and Special Collections.
Processing Information
Initial processing of this collection was conducted by Tessie Camina in 2008. Further processing was conducted by Ashley Toutain in 2017.
Original order/provenance of these records is unknown. Examination of these records suggests that they were collected by Thomas Burke who served as University of San Diego Dean of Students and Vice President of Student Affairs for 28 years.
Related Material
See the Thomas Cosgrove papers for additional Student Affairs records.
Subjects and Indexing Terms
Burke, Thomas
Subjects and Indexing Terms
University of San Diego
Higher Education Research Institute (Los Angeles, Calif.)

Subjects and Indexing Terms
San Diego (Calif.)

Subjects and Indexing Terms
student life
administration of students
students' attitudes

Scope and Content Note

Box/Folder: 1 / 1
ACE (American Council on Education) / UCLA (University of California Los Angeles)
Entering Freshmen and Transfer Study, 1996
Scope and Content Note
[Summary and report on the ACE/UCLA Entering Freshman and Transfer Study for 1992 through 1995 compiled by the University of San Diego Office of Institutional Research.]

Box/Folder: 1 / 2
Assessment Information, 1993-1995
Box/Folder: 1 / 3
Assessment Committee Meeting Minutes, 1994-1997
Box/Folder: 1 / 4
Assessment Proposals, 1994-1995
Box/Folder: 1 / 5
Assessment Committee Report, 1994-1995
Box/Folder: 1 / 6
Board of Trustees Athletics Committee Meeting Minutes, 1980-1987
Box/Folder: 1 / 7-9
Board of Trustees Athletics Committee Meeting Minutes, 1989-2001
Box/Folder: 1 / 10
Board of Trustees Student Affairs Committee Meeting Minutes, 1984-1992
Box/Folder: 1 / 11
Board of Trustees Student Affairs Committee, 1973-1983
Box/Folder: 1 / 12
College Freshmen Consortium Report, 1994
Box/Folder: 1 / 13
College Freshmen Survey, 1990, 1992
Box/Folder: 1 / 14
College Freshmen and Transfers Survey, 1985, 1986
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College Student Survey, 1993-1994
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College Student Survey, 1996-1997
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Comparative Data for the 1994 Senior Survey, 1994
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San Diego Human Dignity Ordinance, 1989-1990
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School of Business Administration Ethics Course, 1996
Box/Folder: 1 / 24
Student Behavior Code, 1999
Box/Folder: 1 / 25
Box/Folder: 1 / 26
Student Code of Rights and Responsibilities Draft, 1988
Box/Folder: 1 / 27
Student Outcome Assessment, 1995
Box/Folder: 1 / 28
Student Affairs 1992: How Things Are and Are Becoming, 1992
Scope and Content Note
[Essays for NASPA (National Association of Student Personnel Administrators) Western Regional Conference held in San Diego.]