
Guide to the University of San Diego University Relations records

Finding aid prepared by Ashley Toutain

University of San Diego, Archives and Special Collections

Copley Library

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Overview of the Collection

Title: University of San Diego University Relations records

Date (inclusive): 1953-2010

Collection number: USDA_2011_005; USDA_2019_024

Creator: University of San Diego University Relations

Physical Description: 33 boxes (32 linear ft.)

Repository: University of San Diego, Archives and Special Collections

Copley Library

5998 Alcalá Park

San Diego, CA 92110

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Abstract: The University of San Diego University Relations records document the functions of the University Relations department and its offices. These functions include publication design, editing, and final products; planning for activities and events; surveys and research on community relations; and fundraising activities.

Languages: English

Historical Note

According to the 1973 Western Association of Schools and Colleges accreditation report, the Office of University Relations was the first University-wide office for the merged University of San Diego. The goals for this office were to establish a strong fundraising program and to build a stronger community image. Dr. Gilbert Brown began as the first Director of University Relations in 1972, shortly thereafter becoming the Vice President for University Relations. Brown worked to build relationships with those outside the University. This endeavor included improving rapport with the community, building media relations, and fostering alumni relations. Brown served through 1978, then William Pickett became Vice President until 1986. John McNamara served as Vice President for University Relations for 15 years until Msgr. Dan Dillabough became Vice President for Mission and Public Relations from 2001 to 2005. Tim O'Malley served for 12 years as Vice President for University Relations. In August 2018, Richard P. Virgin became the Vice President for University Advancement. The work of the University Relations department has included planning for events; designing invitations and programs; creating and distributing news releases; compiling news about USD from various news outlets; implementing fundraising activities; administering alumni events; and planning and administering community activities and events. According to the 2004 University Relations website under Msgr. Dan Dillabough, "The role of university relations is exceptionally simple. We preserve and promote the university's story. We engage the community. We encourage giving. We create lifelong bonds." In 2010, the message shifted slightly to identify the varied constituents University Relations served: "Whether you are a student discovering the community, an alum reconnecting with friends, a parent maneuvering a new role, or a journalist searching for answers, University Relations can help you make connections. And connections build relationships, which build friendships, which build the lifelong bonds that define our lives."

Scope and Content Note

The University of San Diego University Relations department is the public face of the University of San Diego, administering the image of the university to students, parents, alumni, and the community. The University Relations records document the functions of the department and its offices. These records include planning and informational materials about community, university, and alumni events; designs and final versions of invitations and programs; campaign planning materials; information on community programs; some departmental meeting and retreat information. Also included is information gathered about local government officials and local government issues, as well as information pertaining to the Irvine Foundation Grant "Institutionalizing Cultural Diversity."

Arrangement

The University Relations records are organized into seven series:

[Series I. Departmental Records](#)

[Series II. Community Relations](#)

Series II is further arranged into the following subseries:

[A. Community Programs](#)

[B. Cultural Diversity](#)

[C. Government Relations](#)

[Series III. Development](#)

[Series IV. Events](#)

Series IV is further arranged into the following subseries:

[A. Records](#)

[B. Photographs](#)

[Series V. Public Relations](#)

[Series VI. Office of Publications](#)

Series VI is further arranged into the following subseries:

[A. Records](#)

[B. Photographs](#)

[Series VII. Photographs](#)

Arrangement

Records in each series are arranged in alphabetical order. Unless otherwise noted, photographs are arranged in chronological order.

Access Information

This collection is open for research.

Preferred Citation

[Folder Title], Box # Folder #, University of San Diego University Relations records, Copley Library, University of San Diego, Archives and Special Collections.

Accruals are expected.

Processing Information

This collection was processed by Ashley Toutain in 2019.

Related Material

University of San Diego News Releases have been digitized and are located on Digital USD.

Additional University Relations records are located in the Esther LaPorta Donor Relations records (1938-1999) and the Public Relations Community Programs records (1979-1995).

Related collections include the USD Fiftieth Anniversary records (1998-2000), the James Irvine Foundation Grant records (1965, 1990-1996), and the Presidents Club records (1973-1990).

Subjects and Indexing Terms

Eagan, Brent

Finn, Sara

Maher, Leo Thomas

Martinez-Cosio, Maria

Hughes, Author E.

Hayes, Alice B.

Lyons, Mary E.

Subjects and Indexing Terms

University of San Diego

Subjects and Indexing Terms

(San Diego, Calif.)

Subjects and Indexing Terms

fund raising

planning

publications

dedications

events

Series I: **Departmental Records, 1964-1994**

Scope and Content Note

These records document the work of the University Relations department as a whole, rather than individual departments. These records include material from University Relations retreats and staff meetings, among other general information.

Box/Folder: 1 / 1
Box/Folder: 1 / 2
Box/Folder: 1 / 3
Box/Folder: 1 / 4

USD Administrative Chart, 1971
Administrator - Willard - Farewell Reception, 1992
Alumni Association 10th Year Reunion, 1965
Alumni Board Intercampus Correspondence, 1968-1969, 1970, 1977

Scope and Content Note

[Faculty memoranda.]

Box/Folder: 1 / 5
Box/Folder: 1 / 6
Box/Folder: 1 / 7
Box: 33

Alumni [Reception] Speech, 1972
USD Alumni Association, 1964-1979
Alumni Letter, 1968
Branding and Visual Identity Task Force presentations, 2005 October - 2006 October

Scope and Content Note

Nine compact discs containing PowerPoint presentations of monthly meetings.

Processing/Project Information

Content on discs has been transferred to preservation storage using Exactly. UIDs: usda2019024017-usda2019024025.

Box/Folder: 1 / 8
Box/Folder: 1 / 9
Box/Folder: 1 / 10-11
Box/Folder: 1 / 12
Box/Folder: 32 / 1-2

Browsing and Music David Nywall, circa 1960
University Relations Campus Committee Meetings, 1975-1976
CEFA [California Educational Facilities Authority] Bond Issue Reports, 1976

USD Fact Sheet Research, circa 1974-1976
Faculty Newsnotes, 1993-1996

Scope and Content Note

[Includes issues of Faculty Newsnotes, correspondence, and demographic statistics.]

Box/Folder: 1 / 13
Box/Folder: 1 / 14
Box/Folder: 1 / 15

Honors Newsletter, 1994 Spring
International Student Association, 1975
Master Plan for the University, undated

Scope and Content Note

[Copies]

Box/Folder: 33

Marketing and Strategic Partnerships Executive Cabinet, 2005 August 31

Scope and Content Note

Compact disc containing PowerPoint presentation.

Processing/Project Information

Content on disc has been transferred to preservation storage using Exactly. UID: usda2019024001.

Box/Folder: 1 / 16
Box/Folder: 1 / 17
Box/Folder: 1 / 18-19
Box/Folder: 2 / 1-4

USD Parents' Association Meeting, 1989 August 26
Policy on Leaves of Absence, 1971
Presidential Transition Task Force, 1994
President's Club Members, 1986-1987, 1990, 1993-1994

Scope and Content Note

[Includes brochures and publications.]

Box/Folder: 2 / 5

Programs and Subprograms, 1973-1974

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- Box/Folder: 33 **Shiley Science Center advertisements, 2002-2003**
Processing/Project Information
Content on two compacts discs has been transferred to preservation storage using Exactly. UIDs: usda2019024002-usda2019024003.
- Box/Folder: 2 / 6-11 **University Relations Retreat, 1983-1990**
- Box/Folder: 2 / 12-18 **University Relations Staff Meetings, 1974-1975, 1977-1980, 1984**
- Box/Folder: 32 / 3 **University Relations/Trustees, 1985-1995**
Scope and Content Note
[Includes committee, retreat, and volunteer information.]
- Box/Folder: 2 / 19 **Vice President John McNamara Correspondence, 1988**
Scope and Content Note
[Correspondence regarding the City Manager Program.]

Series II: **Community Relations, 1982-2000**

Scope and Content Note

These records document the functions of the Office of Community Relations which was in charge of community programming, government relations, and activities related to cultural diversity. These are the records of Maria Martinez-Cosio who served as the Director of Community Relations and Assistant Director of Public Relations.

This series is organized into three subseries which reflect the key areas of work documented in these records.

The Community Programs records contain planning materials, meeting minutes, projects and information. Among these are planning materials for the Linda Vista Multi-Cultural Fair and work done by the Neighborhood Committee.

The Cultural Diversity subseries records include planning materials, meeting minutes, and informational records. These records pertain to a variety of events conducted by the Community Relations office as well as records related to the Irvine Foundation grant.

The Government Relations subseries records primarily include information gathered on government figures and various legislative issues that would potentially impact the University of San Diego.

Subseries A: **Community Programs, 1982-2000**

- Box/Folder: 3 / 1 **Central City Association Correspondence, 1988**
Box/Folder: 3 / 2 **Colombian Quincentenary Ad Hoc Advisory and Informational Committee Meetings, etc., 1989-1991**
- Box/Folder: 3 / 3 **Hmong Pandau Art Exhibit, 1988**
Box/Folder: 3 / 4 **Linda Vista Community Planning Committee, 1995**
Box/Folder: 3 / 5 **Linda Vista Community Planning Committee Meetings, etc., 1983-1990**
Box/Folder: 3 / 6 **Linda Vista Library Grant, 1988-1989**
Box/Folder: 3 / 7-12 **Linda Vista Multi-Cultural Fair, 1998-2000**
Scope and Content Note
[Includes meeting materials, schedules, plans, and entertainment lists.]
- Box/Folder: 3 / 13 **Linda Vista Neighborhood Partnership Healthy Start Project, 1997**

| | |
|--------------------------|--|
| Box/Folder: 3 / 14-24 | Neighborhood Committee, 1982-1990 Scope and Content Note [Includes meeting materials, policies, plans, project information, correspondence, and newspaper clippings. Also includes information on various clothing, food, and toy drives as well as the 1988 holiday reception.] |
| Box/Folder: 3 / 25 | Neighborhood Committee Subcommittee on Education / Community Service / Library - Meetings, 1988 |
| Box/Folder: 3 / 26 | Neighborhood Committee Subcommittee on Health - Health Fair, 1988 |
| Box/Folder: 3 / 27 | Neighborhood Committee Subcommittee on Planning / Traffic / Business - Meetings, 1988 |
| Box/Folder: 3 / 28 | Neighbors - Organization / Address List, 1996 |
| Box/Folder: 3 / 29 | Tecolote Canyon Citizens' Advisory Committee Meetings, 1986-1989 |
| Box/Folder: 3 / 30 | Morena Planning Committee Meetings, 1986-1987 |
| Box/Folder: 3 / 31 | USD Master Plan Presentations to the Community, 1993 |

Subseries B: **Cultural Diversity, 1985-1999**

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|--------------------------|--|
| Box/Folder: 3 / 32 | Assistant Director of Public Relations Maria Martinez-Cosio Files, 1991 |
| Box/Folder: 3 / 33 | Black History Month Committee Anita Hill Lecture, 1988 Scope and Content Note [Includes photographs] |
| Box/Folder: 3 / 34 | The Catfish Club, 1988-1991 Scope and Content Note [Includes Catfish Club newsletters and correspondence.] |
| Box/Folder: 3 / 35 | The Catfish Club, 1998 Scope and Content Note [Includes information about Catfish Club membership.] |
| Box/Folder: 3 / 36 | Courses / Curriculum Ethnic Studies Minor, 1998 |
| Box/Folder: 3 / 37 | Courses / Curriculum Ethnic Studies Program Proposal, 1995-1996 |
| Box/Folder: 3 / 38 | Courses / Curriculum Ethnic Studies Program Proposal, 1996 |
| Box/Folder: 4 / 1 | Cultural Competencies Documents, 1998 |
| Box/Folder: 4 / 2 | Cultural Diversity Ad Hoc Committee Meetings, 1990-1993 |
| Box/Folder: 4 / 3 | Cultural Diversity Articles, 1990-1992 |
| Box/Folder: 4 / 4 | Cultural Diversity Research Materials, 1991-1993 |
| Box/Folder: 4 / 5 | Dialogue Group "Prop. 187--Now What?", 1994 November 21 |
| Box/Folder: 4 / 6 | Document - "Hispanic and Higher Education", 1994 |
| Box/Folder: 4 / 7 | Document North American Free Trade Agreement, 1992 |
| Box/Folder: 4 / 8 | Educational Opportunity Program Orientation, 1991 |
| Box/Folder: 4 / 9 | Ethnic Diversity Report, 1996 |
| Box/Folder: 4 / 10 | Ethnic Labels Panel Discussion, 1992 |
| Box/Folder: 4 / 11 | Event 50th Anniversary of the Passage of the Declaration of Human Rights, 1998 |
| Box/Folder: 4 / 12 | Event African American Summit on Education III, 1991 |
| Box/Folder: 4 / 13 | Event African American Women's Conference, 1991 |
| Box/Folder: 4 / 14 | Event Black History Month Celebration, 1998 |
| Box/Folder: 4 / 15 | Event Black History Month News Spots, 1991 |
| Box/Folder: 4 / 16 | Event Chicano/Latino Intersegmental Convocation, 1994 |
| Box/Folder: 4 / 17 | Event Diversity Breakfast, 1994 |
| Box/Folder: 4 / 18 | Event Higher Education Diversity Conference, 1994 May 2-6 |
| Box/Folder: 4 / 19 | Event Human Spirit Award Banquet, 1989 |
| Box/Folder: 4 / 20-22 | Event [Adelante, Mujer Hispana Conference], 1992-1994 |
| Box/Folder: 4 / 23 | Event Latino Journalists Banquet, 1992 July 31 |

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| Box/Folder: 4 / 24 Box/Folder: 4 / 25 | Event Martin Luther King Jr. Breakfast, 1988-1989 Event Vatican-Israel Accord Symposium, 1998 Scope and Content Note [Includes photographs] |
| Box/Folder: 4 / 26 Box/Folder: 4 / 27 Box/Folder: 4 / 28-38 | Events Various, 1991-1994 Hispanos Unidos, 1994 Irvine Grant Faculty Development Program, 1990-1995 Scope and Content Note [Includes Community Advisory Board correspondence, meeting materials, and mission and goals. Also includes Steering Committee meeting information, financial reports, and information on the faculty development program. Folder 33 also includes negatives, photographs, and slides of 1982 Law School Alumni and Distinguished Alumni Banquet.] |
| Box/Folder: 4 / 39 Box/Folder: 4 / 40 Box/Folder: 5 / 1 Box/Folder: 5 / 2 Box/Folder: 5 / 3 Box/Folder: 5 / 4-8 | Irvine Grantees Conference Planning, 1993 La Familia and Other Clubs/Student Groups, 1993 La Familia Board Meetings, 1993 MECha Meetings, 1991 Minority Information - Event Hilton Foundation Site Visit, 1991 July 29 Minority Information - Irvine Foundation "Institutionalizing Cultural Diversity," 1991-1993 Scope and Content Note [Includes proposals, reports, committee meeting materials and 1991 Institutionalizing Cultural Pluralism material.] |
| Box/Folder: 5 / 9 Box/Folder: 5 / 10 Box/Folder: 5 / 11 Box/Folder: 5 / 12-13 Box/Folder: 5 / 14 Box/Folder: 5 / 15 Box/Folder: 5 / 16 Box/Folder: 5 / 17 Box/Folder: 5 / 18 Box/Folder: 5 / 19 Box/Folder: 5 / 20 Box/Folder: 5 / 21 Box/Folder: 5 / 22 Box/Folder: 5 / 23 Box/Folder: 5 / 24 | Minority Information - Publications Reports etc, 1988-1994 Minority Information - Scholarships, 1991-1992 Minority Statistics - Education, 1989-1994 Minority Statistics - USD Students, Faculty, 1985-1993 Miscellaneous Items, 1987-1993 Multi-Cultural Center Student Activities, 1993 Occidental College, Los Angeles Publications, 1993 Organizations - Alba 80 Society, 1988-1990 Organizations - Chicano Federation, 1988-1990 Organizations - Mexican and American Foundation, 1987-1989 Organizations - Trabajadores De La Raza Meetings, 1991 Organizations - Various, 1988-1991 People - Pat Mora, 1995 People - Victor Villaseñor, 1992 Events Project I Believe; Black Issues in Higher Education; "Dig and Be Dug In", 1987, 1993, 1981 |
| Box/Folder: 5 / 25 Box/Folder: 5 / 26 Box/Folder: 5 / 27 | Publication Chicano Federation of San Diego County Annual Report, 1997 United Front Multi-Cultural Center, 1998-1999 WASC Standard I Cultural Diversity Draft, 1991 |

Subseries C: **Government Relations, 1985-1997**

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| Box/Folder: 5 / 28 | California Post-secondary Education Commission, 1993-1994 Scope and Content Note [Materials related to educational diversity and financial aid.] |
| Box/Folder: 5 / 29 Box/Folder: 5 / 30 Box/Folder: 5 / 31 | City of San Diego Boards and Commissions, 1992-1997 City of San Diego Primary Election, 1995 City of San Diego Miscellaneous, 1992-1996 |

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|--|--|
| Box/Folder: 5 / 32 Box/Folder: 5 / 33-47 | Congressional Quarterly Training on Lobbying, 1994 [District Council member information], 1986-1997 Scope and Content Note [Includes brief news articles and some correspondence of various District Council members including John Hartley, Christine Kehoe, Ron Roberts, and others.] |
| Box/Folder: 6 / 1-2 | [District Council member information], 1988-1997 Scope and Content Note [Includes brief news articles and some correspondence of various District Council members including Byron Wear and Abbe Wolfsheimer.] |
| Box/Folder: 6 / 3-10 | [County Board of Supervisors information], 1990-1997 Scope and Content Note [Includes brief news articles and some correspondence of various County Board of Supervisor members including Ron Roberts, Diane Jacob Leon Williams, and others.] |
| Box/Folder: 6 / 11 | District Elections, 1988-1989 Scope and Content Note [Includes papers and presentations by Patrick Drinan.] |
| Box/Folder: 6 / 12 Box/Folder: 6 / 13 Box/Folder: 6 / 14 | Elected Officials Lists, 2000 Ethics Program for Lobbyists, 1990 Events - AICCU [Association of Independent California Colleges and Universities] Independent College Day, 1994 March 16 |
| Box/Folder: 6 / 15 Box/Folder: 6 / 16 Box/Folder: 6 / 17 Box/Folder: 6 / 18 Box/Folder: 6 / 19 Box/Folder: 6 / 20 Box/Folder: 6 / 21 Box/Folder: 6 / 22 Box/Folder: 6 / 23 Box/Folder: 6 / 24 Box/Folder: 6 / 25 Box/Folder: 6 / 26 | Events - AIDS Forum, 1994 February 02 Events - City Council Luncheon, 1988 January 15 Events - Ghougassian's Reception, 1994 Events - Political Panel Photos, 1988 February 09 Events - Steve Peace Luncheon, 1994 May 06 Federal Nominee Assistant Secretary of Education - Payzant, undated Federal - President Bill Clinton, 1997 Federal Student Aid Correspondence, 1995 Federal - Vice President Al Gore, undated Government Relations Correspondence, etc, 1993-1996 Governor Pete Wilson, 1992-1996 Government Relations Events Larry Agran Mayor of Irvine Luncheon, 1990 February 07 |
| Box/Folder: 6 / 27 Box/Folder: 6 / 28 Box/Folder: 6 / 29 Box/Folder: 6 / 30 Box/Folder: 6 / 31 Box/Folder: 6 / 32 Box/Folder: 6 / 33 Box/Folder: 6 / 34 Box/Folder: 6 / 35 Box/Folder: 6 / 36 Box/Folder: 6 / 37 Box/Folder: 6 / 38 Box/Folder: 6 / 39 Box/Folder: 6 / 40 Box/Folder: 6 / 41 Box/Folder: 6 / 42 Box/Folder: 6 / 43 Box/Folder: 6 / 44-45 | Issues Management Proposition MM Repair our Neighborhood Schools, 1998 Issues Management California Theatre, 1991 Issues Management Economic Impact Fees, 1990-1991 Issues Management Insurance Bill / TIAA CREF, 1993 Issues Management Landfill, 1993 Issues Management Reauthorization of the Higher Education Act, 1992 Issues Management Reinventing Government, 1993 Issues Management Rising Cost of College Education, 1988 Issues Management SB919 Environmental Quality, 1993 Issues Management State Post-secondary Review Entity Hearings, 1994 League of Women Voters, 1990 Legislation, 1995-1996 Legislative Contacts, 1987-1991 Legislative Materials, 1992-1995 Legislator on Campus Program, 1988 Lieutenant Governor Gray Davis, 1996-1997 Lieutenant Governor Leo McCarthy, 1987-1990 Mayor Maureen O'Connor, 1987-1992 |

Box/Folder: 6 / 46
Box/Folder: 6 /
47-51

Meetings with State Legislators, 1996
[Member of Congress information], 1988-1989

Scope and Content Note

[Includes brief news articles and some correspondence of various Members of Congress including Jim Bates, Brian Bilbray, Randy Cunningham, Bob Filner and Duncan Hunter.]

Box/Folder: 7 / 1-3

[Member of Congress information], 1988-1989, 1993, 1996-1997

Scope and Content Note

[Includes brief news articles and some correspondence of various Members of Congress including Bill Lowery, Ron Packard and Lynn Schenk.]

Box/Folder: 7 / 4
Box/Folder: 7 / 5

News Clippings Miscellaneous, 1985, 1986, 1990
Newsletter - Week in Preview, 1993, 1994, 1996

Scope and Content Note

[Newsletter for the Association of Independent California Colleges and Universities, AICCU.]

Box/Folder: 7 / 6
Box/Folder: 7 / 7
Box/Folder: 7 / 8
Box/Folder: 7 / 9
Box/Folder: 7 / 10
Box/Folder: 7 / 11
Box/Folder: 7 / 12
Box/Folder: 7 / 13
Box/Folder: 7 / 14
Box/Folder: 7 /
15-37

Orientation Program for Newly Elected Public Officials, 1990-1991
Proposed Federal Student Aid Reductions, 1995
San Diego County, 1989-1992
San Diego County Board of Education, 1992-1997
San Diego District 5 Election, 1993
San Diego District 8 Election, 1993
San Diego School Board Member Ron Ottinger, 1992
SB 190 Robert Wilson, 1989-1992
Senatorial District Maps, 1992
[State Assembly Member information], 1987-1997

Scope and Content Note

[Includes brief news articles and some correspondence of various State Assembly Members.]

Box/Folder: 7 /
38-47

State Senator, 1987-1997

Scope and Content Note

[Includes brief news articles and some correspondence of various State Senators.]

Box/Folder: 7 / 48
Box/Folder: 7 /
49-51

Superintendent SDUSD - Pendleton, 1993-1997
[United States Senator information], 1986-1997

Scope and Content Note

[Includes brief news articles and some correspondence of United States Senators Barbara Boxer, Alan Craston and Dianne Feinstein.]

Series III: **Development, 1968-2004**

Scope and Content Note

These records document the fundraising activities of the University Relations department. This includes information and publication materials for the Annual Fund campaign, Capital Campaigns, Discovery Campaigns, and Challenge Campaigns. Also included are materials for various fundraising events including the Katherine Crosby Honda Civic Golf Classic. Additionally, university development related correspondence of Bishop Leo Maher and Msgr. I. Brent Eagen are included.

Box/Folder: 8 / 1
Box/Folder: 8 / 2
Box/Folder: 8 / 3-4
Box/Folder: 8 / 5

Alumni Selection Committee, 1981-1983
Annual Report, 1969-1970
Annual Fund Alumni Solicitations, 1997-1998
Annual Fund Brochures, 1989-circa 1992

| | |
|-----------------------|--|
| Box/Folder: 8 / 6 | Annual Fund Law Alumni Solicitations, undated |
| Box/Folder: 8 / 7 | Annual Fund Printed Materials, 1990 |
| Box/Folder: 8 / 8 | Annual Fund Stationary Supply, 1992-1993 |
| Box/Folder: 8 / 9 | Brochures - Law Alumni - More Hall Society, circa 1987 |
| Box/Folder: 8 / 10 | Brochures - Law Alumni - More Hall Society Research, circa 1987 |
| Box/Folder: 8 / 11 | Campaign Executive Cabinet Meetings, 1979-1980 |
| Box/Folder: 8 / 12 | Campaign for the University of San Diego, 2004 |
| Box/Folder: 8 / 13 | Capital Campaign, 1988-1989 |
| Box/Folder: 8 / 14 | Challenge Grants Program, 1980 |
| | Scope and Content Note |
| | [Includes campus program overview publication for Fall 1968.] |
| Box/Folder: 8 / 15 | "Commitment to Human Values", circa 1972 |
| Box/Folder: 8 / 16 | Corporate and Foundation Proposals, 1976-1977 |
| Box/Folder: 8 / 17-18 | "Commitment to Excellence", 1972 |
| Box/Folder: 8 / 19 | Corporate Associates, circa 1986-1991 |
| | Scope and Content Note |
| | [Brochures and Invitations] |
| Box/Folder: 8 / 20 | Corporate Associates / President's Club [Printed matter], 1995 |
| Box/Folder: 8 / 21-24 | Correspondence, 1968-1971, 1977-1979, 1986-1989 |
| | Scope and Content Note |
| | [Correspondence is largely that of Bishop Leo T. Maher and Msgr. I. Brent Eagen.] |
| Box/Folder: 8 / 25-28 | Discovery Campaign, 1978-1983 |
| Box/Folder: 8 / 29 | J. David Dominelli News Clippings, 1984 |
| Box/Folder: 8 / 30 | Donor Recognition Program, 1979 |
| Box/Folder: 8 / 31 | Education for a New Age, 1987 |
| Box/Folder: 8 / 32 | Events List, 1988-1991 |
| Box/Folder: 8 / 33-35 | Events, 1988-1991 |
| | Scope and Content Note |
| | [Materials for the Legal Research Center Fund campaign and various receptions, luncheons and dinners.] |
| Box/Folder: 8 / 36 | Events Appreciation Luncheon, 1991 October 04 |
| Box/Folder: 8 / 37 | Events - Capital Campaign Press Conference and Ceremony, 1988 |
| Box/Folder: 8 / 38 | Financial Resources, 1973-1981 |
| Box/Folder: 8 / 39 | Footnotes for Faculty, 1968 September 30 |
| Box/Folder: 8 / 40 | Fundraising Planning Study and Plan of Action, 1978 |
| Box/Folder: 8 / 41 | Goals and Related Articles, 1973-1975 |
| Box/Folder: 8 / 42 | Jenny Craig Pavilion Campaign, circa 1997 |
| Box/Folder: 8 / 43 | Katherine Crosby Honda Civic Golf Classic, 1977 |
| Box/Folder: 8 / 44 | Herbert G. Klein, 1981 |
| Box/Folder: 8 / 45 | Long Range Planning, 1971 |
| Box/Folder: 31 / 68 | Marketing Plan Campaign for USD - Volume One, 2003 October |
| Box/Folder: 8 / 46 | Office of Trusts and Estates Directory Kearney Correspondence, 1984 |
| Box/Folder: 8 / 47 | Parents Annual Fund Case Statement, 1990 |
| Box/Folder: 8 / 48 | Parents Annual Fund Printed Materials, circa 1990 |
| Box/Folder: 8 / 49 | Publication and Mailing Sequence, 1989 |
| | Scope and Content Note |
| | [Materials for the <i>Momentum</i> Newsletter.] |
| Box/Folder: 8 / 50 | School of Education Solicitation, circa 1998 |

Box/Folder: 8 / 51

Torero Athletic Fund, circa 1990s**Scope and Content Note**

[Brochures and stationery]

Box/Folder: 8 / 52

USD: A Study of Organization and Potential for Development, 1968

Box/Folder: 8 / 53

USD: Downtown Presence Committee, 1986-1987

Box/Folder: 8 / 54

USD: The Essential Step Forward, 1977

Box/Folder: 8 / 55

USD Interim Progress Report, 1976Series IV: **Events, 1970-2010****Arrangement**

This series is organized into two subseries: A. Records and B. Photographs. Records are arranged in alphabetical order. Photographs are arranged in chronological order.

Scope and Content Note

Records include planning materials, invitations, and programs for a variety of University of San Diego events. Among these events are the Author E. Hughes Career Achievement Awards, the Dean's Ball, Homecoming, Mother Teresa's visit to USD in 1988, as well as many other events. Dedications for key campus buildings including the University Center, the Hahn School of Nursing, the Hughes Administration Center, and the Institute for Peace and Justice, Maher Hall, and the Maher Statue are included. These dedication records include planning materials, design ideas, programs, preparations, invitations, and memoranda about the planning and implementation of the events.

Photographs include images from dedication ceremonies, awards, and special events.

Subseries A: **Records, 1970-2010**

Box/Folder: 9 / 1

ACPRA Luau, 1973

Box/Folder: 9 / 2

ASB Luncheon/Dinner, 1973

Box/Folder: 9 / 3

ATT Press Conference, 1984**Scope and Content Note**

[Announcement of USD bringing ATT's new telecommunication technology, System 85 to campus. System 85 was an "integrated voice/data business communication system" which would network USD's telephone, computer, and television systems. USD was the first university west of the Mississippi to employ the new product. Also includes announcement for the new School of Business.]

Box/Folder: 9 / 4

African American Summit, 1990

Box/Folder: 9 / 5

African American Women's Conference, 1991 May 31**Scope and Content Note**

[Includes photographs.]

Box/Folder: 9 / 6

Aginsky Party, 1972, 1980

Box/Folder: 9 / 7

Alcalá Society Reception, 1981

Box/Folder: 9 / 8

Alcalá Society Reception and invitation, 1986

Box/Folder: 9 / 9

Alumni Advisor Mixer, 2002

Box/Folder: 9 / 10

Alumni Fundraising, 1982-1983

Box/Folder: 9 / 11

Alumni Association Alumni Honors, circa 2006

Box/Folder: 9 / 12

Alumni Association Alumni Honors, 2007

Box/Folder: 9 / 13

Alumni Association - Arizona Alumni, 1991

Box/Folder: 9 / 14

Alumni Association Reception for Accounting Alumni, 1992

Box/Folder: 9 / 15

Alumni Association Christmas Mass, 1980

Box/Folder: 9 / 16

Alumni Association Annual Chancellor's Reception, 1970 January 24

Box/Folder: 9 / 17

Alumni Leadership Alliance Reception, 1994 October 14

Box/Folder: 9 / 18

Alumni Mass Brochures, 1989-1994

Box/Folder: 9 / 19

Alumni Summits, 1990-1991

| | |
|------------------------|---|
| Box/Folder: 9 / 20 | Alumni Tailgate, 2002 |
| Box/Folder: 9 / 21 | Angeles de Alcalá Dinner, 1990 |
| Box/Folder: 9 / 22 | Angeles de Alcalá Luncheon, undated |
| Box/Folder: 9 / 23-27 | Author E. Hughes Career Achievement Awards, 1995-2004 |
| Box/Folder: 9 / 28 | Auxiliary Tea, 1973 |
| Box/Folder: 9 / 29 | Bissonnette Reception [Paul Bissonnette Vice President Finance and Administration], 1998 |
| Box/Folder: 9 / 30 | Black History Photo Exhibit, 1990 March 28 |
| Box/Folder: 9 / 31 | Blessing of Site and Ground Breaking - Manchester Executive Conference Center, 1983 |
| Box/Folder: 9 / 32 | Board of Trustees Dinners, 1973 |
| Box/Folder: 9 / 33 | Board of Trustees Retreat, 1980 |
| Box/Folder: 9 / 34 | Bob Hope Leadership Fund - Evening with Bob Hope, 1977 November |
| Box/Folder: 9 / 35 | Bremner Reception [Sister Mariella Bremner], circa 1981 |
| Box/Folder: 9 / 36 | Bridges and Barriers of Immigration Conference, 1994 May 22-26 |
| | Scope and Content Note |
| | [Materials of the USD Social Issues Committee.] |
| Box/Folder: 9 / 37 | Building a Culture of Peace Conference, 1999 |
| Box/Folder: 9 / 38 | Building and Grounds Advisory Board Lunch, 1973 |
| Box/Folder: 9 / 39 | California Elected Women Meeting, 1977 October |
| Box/Folder: 9 / 40 | Capital Campaign Gala Celebration, 1991 October 03 |
| Box/Folder: 9 / 41 | Casa de Alcalá Receptions, 1973-1974 |
| Box/Folder: 9 / 42 | Christening of Paul Whittier Shell, 1983 |
| Box/Folder: 9 / 43 | Christmas Receptions, 1971-1973 |
| Box/Folder: 9 / 44 | Cinco de Mayo, 1990 |
| Box/Folder: 9 / 45 | Commencement Invitation, 1982 |
| Box/Folder: 9 / 46-65 | Commencement, 2000-2003 |
| | Scope and Content Note |
| | [Commencement planning materials, meeting information, scripts, and printed materials.] |
| Box/Folder: 9 / 66 | Commencement Guest Packet, 2010 |
| Box/Folder: 9 / 67 | Committee for Excellence Lunch, 1973 |
| Box/Folder: 9 / 68 | Community Relations Dinner, 1973 |
| Box/Folder: 9 / 69 | Computer Camp for Girls and Boys, 1986 |
| Box/Folder: 9 / 70 | Copley Dinner, 1973-1974 |
| Box/Folder: 9 / 71 | Cordeiro Reception [Paula Cordeiro Dean School of Education], 1998 |
| Box/Folder: 9 / 72 | Corporate Associates Annual Recognition Luncheons, 1982-1983 |
| Box/Folder: 9 / 73 | Crippen Lunch, 1980 |
| Box/Folder: 9 / 74-77 | Dean's Ball, 1985-1989 |
| Box/Folder: 10 / 1-2 | Dean's Ball, 1990-1991 |
| Box/Folder: 10 / 3 | Debate Dinner, 1980 |
| Box/Folder: 10 / 4 | Dedications - Copley Library, 1984 |
| Box/Folder: 10 / 5 | Dedications - Eagen Plaza, 2000 |
| Box/Folder: 10 / 6 | Dedications - Eagen Memorial Plaza, 2000 |
| Box/Folder: 10 / 7 | Dedications - New Age Campaign Colachis Plaza, Shumway Fountain, 1996 |
| Box/Folder: 10 / 8 | Dedications - Guadalupe Hall, 1982 |
| Box/Folder: 10 / 9 | Dedications - Hahn Chair of Real Estate Finance, 1993 |
| Box/Folder: 10 / 10-11 | Dedications - Hahn School of Nursing, 1977, 1979 |

Box/Folder: 10 /
12-17

Dedications - Hahn University Center, 1987-1989

Scope and Content Note

[Materials include committee information, correspondence, invitations, programs, guest lists and media coverage.]

Box/Folder: 10 /
18

Dedications - Harmon Hall, 1984

Box/Folder: 10 /
19

Dedications - Health Services Center, 1990

Box/Folder: 10 /
20-25

Dedications - Hughes Administration Center, 1995

Scope and Content Note

[Materials include correspondence, invitations, planning materials and programs.]

Box/Folder: 10 /
26

Dedications - Immaculata Construction, 1955-1959

Box/Folder: 10 /
27

Dedications - Immaculata, 1959

Box/Folder: 10 /
28-35

Dedications - Institute for Peace and Justice, 2001

Scope and Content Note

[Materials include planning materials, program script, publicity, correspondence, and printed materials.]

Box/Folder: 10 /
36

Dedications - Jenny Craig Pavilion Building, 2000

Scope and Content Note

[Also includes 1999 Site Dedication.]

Box/Folder: 10 /
37

Dedications - John M. Ahlers Center for International Business, 1995 February 06

Box/Folder: 10 /
38

Dedications - Kratter Law Library, 1976

Box/Folder: 10 /
39-42

Dedications - Law School Courtroom, 1977

Box/Folder: 10 /
43

Dedications - Law School Fletcher Lecture Center, 1984

Box/Folder: 10 /
44-48

Dedications - Legal Research Center, 1990

Scope and Content Note

[Materials include planning documents, meeting materials, media coverage, invitations and programs.]

Box/Folder: 10 /
49-61

Dedications - Maher Hall, 1990

Scope and Content Note

[Materials include planning documents, meeting information, memoranda, news clippings, and programs.]

Box/Folder: 10 /
62-69

Dedications - Maher Statue Budget, 1991

Scope and Content Note

[Materials include correspondence, planning documents, and meeting information.]

Box/Folder: 10 /
70

Dedications - Manchester Child Development Center, 1990

Box/Folder: 10 /
71

Dedications - Manchester Executive Conference Center, 1984

Box/Folder: 10 /
72

Dedications - Mission Housing Complex, 1979

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| Box/Folder: 10 / 73 | Dedications - Missions Café and Fitness Center, 2007 |
| Box/Folder: 10 / 74 | Dedications - Olin Hall, 1984 |
| Box/Folder: 10 / 75 | Dedications - Pipe Organ in Founders, 1989 |
| Box/Folder: 10 / 76 | Dedications - Serra Statue Program, 1998 |
| Box/Folder: 10 / 77-81 | Dedications - Shiley Theatre Budget, 1991 Scope and Content Note [Materials include correspondence, publicity, planning documents, invitations, and programs.] |
| Box/Folder: 10 / 82 | Dedications - Veterans' Plaque, 1973 |
| Box/Folder: 11 / 1 | Dillabough Reception [Msgr. Daniel Dillabough Vice President Mission and Ministry], 1998 |
| Box/Folder: 11 / 2 | Dinner Dance Charity, 1986 |
| Box/Folder: 11 / 3 | Doyle Party, 1972 |
| Box/Folder: 11 / 4 | Ecumenical Center Dinners, 1972-1974 |
| Box/Folder: 11 / 5 | Eldorado Dinner, 1989 |
| Box/Folder: 11 / 6 | Entertainment, Various, 1980-1982 |
| Box/Folder: 11 / 7 | Exhibit, 1985 |
| Box/Folder: 11 / 8 | Faculty Reception, circa 1975 |
| Box/Folder: 11 / 9-10 | Family Weekend, 2002 |
| Box/Folder: 11 / 11 | Fleming Party, 1972 |
| Box/Folder: 11 / 12 | Foro de Alcalá reception, 1990-1991 |
| Box/Folder: 11 / 13-20 | Founders Day, 1996-2002 |
| Box/Folder: 11 / 21 | Fred Friendly Ethics Forum, 1988 |
| Box/Folder: 11 / 22 | Friedman, Milton Appearance, 1980 |
| Box/Folder: 11 / 23 | Friends of USD, 1974 |
| Box/Folder: 11 / 24-26 | Friends of the University of San Diego Libraries, 1997-2001 |
| Box/Folder: 11 / 27 | Governor's Conference [US Mexico Border Governor's Conference Luncheon], 1982 |
| Box/Folder: 11 / 28 | Graduate Business Alumni Association, 2000-2001 |
| Box/Folder: 11 / 29 | Ground Breaking for Copley Library, 1982 |
| Box/Folder: 11 / 30 | Ground Breaking Kroc Institute for Peace, 1999 |
| Box/Folder: 11 / 31-41 | Homecoming Alumni Reunions, 1987-1997 |
| Box/Folder: 11 / 42 | Homecoming Athletic Hall of Fame, 1997 |
| Box/Folder: 11 / 43 | Homecoming Alumni Reunions, 1998 |
| Box/Folder: 11 / 44 | Homecoming Athletic Hall of Fame, 1998 |
| Box/Folder: 11 / 45-46 | Homecoming, 2002 |

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| Box/Folder: 11 / 47 | Homecoming Alumni Reunions, 2005 |
| Box/Folder: 11 / 48 | Honors Graduates Receptions, 1982 |
| Box/Folder: 11 / 49 | ICSC [Independent Colleges of Southern California] Luncheon, 1982 |
| Box/Folder: 11 / 50 | USDs International Kids Festival, 1989 November 07 |
| Box/Folder: 11 / 51 | Invisible University, 1986 |
| Box/Folder: 11 / 52 | Invisible University Christmas Dinner, undated |
| Box/Folder: 11 / 53 | James Buchanan's Visit, 1987 March 25-26 |
| Box/Folder: 11 / 54 | Lancellotti Reception, 1979 |
| Box/Folder: 11 / 55 | Las Vegas Reception, 1982 |
| Box/Folder: 11 / 56 | Leslie Johnson Dinner, 1973 |
| Box/Folder: 11 / 57 | Letters of Commendation, 2001-2003 |
| Box/Folder: 11 / 58 | Livingston Reception, undated |
| Box/Folder: 11 / 59 | Marjorie Hansen Shaevits' Lecture, 1988 May 09 |
| Box/Folder: 11 / 60 | Medal of Peace Presentation, 2008 |
| Box/Folder: 11 / 61 | Miscellaneous Events, 1971-1974 |
| Box/Folder: 12 / 1-6 | Mother Teresa's Visit, 1988 May 31 Scope and Content Note [Includes preparation materials, news releases, news articles, information about visit video, and follow up materials.] |
| Box/Folder: 12 / 7 | Music Department Dinner/Lunch, 1972-1973 |
| Box/Folder: 12 / 8 | National Higher Education Week, 1985 |
| Box/Folder: 12 / 9 | Navy Reception, 1982 |
| Box/Folder: 12 / 10 | Neighborhood Theatre Receptions, 1997 April 30 |
| Box/Folder: 12 / 11 | Olin Foundation Grant Announcement, 1983 |
| Box/Folder: 12 / 12 | Olin Foundation Visit, 1981 |
| Box/Folder: 12 / 13-28 | Parent Receptions, 1981-1986 Scope and Content Note [Includes invitations and planning for parent receptions in various locations such as Denver, CO, Phoenix, AZ, Seattle, WA, and throughout California.] |
| Box/Folder: 12 / 29-31 | Parent's Day, 1977-1981, 1988 |
| Box/Folder: 12 / 32 | "People to People", 1983 |
| Box/Folder: 12 / 33 | Performances - Hal Holbrook, 1994 |
| Box/Folder: 12 / 34 | Pool Party, 1973 |

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| Box/Folder: 12 / 35-38 | President Hayes Inauguration, 1995 November 6-12 Scope and Content Note [Includes planning materials, invitations, programs, and other printed materials for the inaugural event.] |
| Box/Folder: 12 / 39 | President Hayes Luncheon, 1995 |
| Box/Folder: 12 / 40 | President Hayes Farewell Mass, 2003 May 12 |
| Box/Folder: 12 / 41 | President Hughes Inauguration, 1971 |
| Box/Folder: 12 / 42 | President Hughes Parties, 1972-1974, 1989-1990 |
| Box/Folder: 12 / 43 | President Hughes Holiday Receptions, 1982-1988 |
| Box/Folder: 12 / 44 | President Hughes Receptions, 1994 |
| Box/Folder: 12 / 45 | President Hughes Retirement, 1995 |
| Box/Folder: 12 / 46 | President Lyons Inauguration Programs and Invitations, 2003 November 10-16 |
| Box/Folder: 12 / 47 | President Lyons Holiday Reception, 2007 |
| Box/Folder: 12 / 48 | President's Club Dinner Floor Plan, 1976 January |
| Box/Folder: 12 / 49 | President's Club Reception, 1981 |
| Box/Folder: 12 / 50 | President's Club Dinner, 1989 |
| Box/Folder: 12 / 51 | President's Club Performances - "An Evening of Shakespeare", circa 1990 |
| Box/Folder: 12 / 52-53 | President's Club Dinner, 1990-1991 |
| Box/Folder: 12 / 54-59 | President's Convocation, 1998-2004 |
| Box/Folder: 12 / 60-67 | President's Dinner, 1998-2003 |
| Box/Folder: 12 / 68-69 | Presidential Debate, 1996 |
| Box/Folder: 13 / 1 | Press Club Luncheon, 1971 |
| Box/Folder: 13 / 2 | Procurement Policies, 2002-2003 |
| Box/Folder: 13 / 3 | Public History Conference, 1990 May 7-10 |
| Box/Folder: 13 / 4 | Puente de Oro Dinner, 1983 |
| Box/Folder: 13 / 5 | Redlands Dinner Honoring the Hughes', 1976 May |
| Box/Folder: 13 / 6 | Request form for President's Participation - Special Functions, 2002 |
| Box/Folder: 13 / 7 | Receptions Rodriguez [Daniel Rodriguez, Dean School of Law], 1998 |
| Box/Folder: 13 / 8 | Twelfth Annual San Diego Community Prayer Breakfast, 1989 May 24 |
| Box/Folder: 13 / 9 | San Diego Gas and Electric Luncheon, 1973 |
| Box/Folder: 13 / 10-11 | School of Law Distinguished Law Alumni Award, 1990-1991 |
| Box/Folder: 13 / 12 | School of Law Alumni Advisor Reception, 1990 |
| Box/Folder: 13 / 13 | School of Law Alumni - Garrett, 1991 |
| Box/Folder: 13 / 14-17 | School of Law Alumni Weekend, 1990-1993 |
| Box/Folder: 13 / 18 | School of Law Lectures - Siegan, 1991 |

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| Box/Folder: 13 / 19 | School of Law Lectures - Siegan Research, 1991 |
| Box/Folder: 13 / 20 | Seminars, Lectures, etc, 1978-1979 |
| Box/Folder: 13 / 21 | Sisters of Social Service 50th Anniversary Luncheon, 1976 |
| Box/Folder: 13 / 22 | Smith Party, 1973 |
| Box/Folder: 13 / 23-25 | Soviet Arts Festival, 1989 |
| Box/Folder: 13 / 26 | Special Events / Balls, 1987 |
| Box/Folder: 13 / 27-29 | State of the University Address, 2001-2003 |
| Box/Folder: 13 / 30 | Steber Party, 1972 |
| Box/Folder: 13 / 31-34 | Student Aid Luncheon, 1999-2002 |
| Box/Folder: 13 / 35 | Ticktockers Fashion Show, 1973 |
| Box/Folder: 13 / 36 | Tijuana Cultural Trip, 1984 |
| Box/Folder: 13 / 37 | United Nations Associate Roundtable, 1981 |
| Box/Folder: 13 / 38 | University Relations Retreat - Alice Hayes Request, 2002 April |
| Box/Folder: 13 / 39-44 | USD 25th Anniversary Celebration Arrangements, 1974 Scope and Content Note [Includes planning and meeting materials, publicity, invitations, and seal creation documents.] |
| Box/Folder: 13 / 45 | USD 60th Anniversary Celebration, 2009 |
| Box/Folder: 13 / 46 | USD Forum on Ethics and Public Leadership, 1988 June 16 |
| Box/Folder: 13 / 47 | USD Forum on Growth, 1987 May 13 |
| Box/Folder: 13 / 48 | USD on the Road, 1996 |
| Box/Folder: 13 / 49 | USD Volunteer Groups, 1978 |
| Box/Folder: 13 / 50 | USD/UCSD "We the People" (Law School), 1982-1983 |
| Box/Folder: 13 / 51 | Unveiling of USD's New Logo, 2006 |
| Box/Folder: 13 / 52 | Up with People, 1982 |
| Box/Folder: 13 / 53 | Vietnam Memorial Day, 1973 May 28 |
| Box/Folder: 13 / 54 | WASC Visit, 1982 |
| Box/Folder: 13 / 55 | Weckstein's Press Breakfast, 1973 |
| Box/Folder: 13 / 56 | White House Conference on Productivity, 1983 |

Subseries B: **Photographs, 1999-2002**

Box/Folder: 31 /
1-6

Vesper's Service and Dinner - Donor Relations, 1999 November 12

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
7-13

Jenny Craig Pavilion Building Dedication, 2000 October 05

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
14-18

Student Aid Luncheon, 2001 April 03

Scope and Content Note

4" x 6" color photographs taken in University Center Forum A/B.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
19-22

Hughes Career Achievement Awards Sheraton Hotel, 2001 May 12

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
23-25

Friends of the University of San Diego Salon Series Shelly Mecum, 2001 May 15

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
26-28

Founder's Day Mass, 2001 November 13

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
29-31

Kroc Institute for Peace and Justice Dedication, 2001 December 05

Scope and Content Note

4" x 6" color photographs. Includes images of Joan Kroc, dedication speakers, Jimmy Carter, Ahmedau Ould-Abdallah, and Rodrigo Carazo-Odio, and interiors of the new building.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
32-35

9/11 Memorial Dedication Event, 2002 September 11

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
36

Board of Trustees Retiring Members, 2002 October 09

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
37-38

Founder's Day, 2002 November 12

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
39

Founders Day Negatives (Landscaping), circa 2001

Scope and Content Note

120mm negatives. Also includes group photograph of students with Jenny Craig.

Box/Folder: 31 /
40-45

Douglas and Elizabeth Manchester Village and Manchester Athletic Field Dedication Ceremony, 2002 December

Scope and Content Note

Photographs, print sheets, and negatives of the event by photographer Rodney Nakamoto.

Box/Folder: 31 /
46

Admiral James Bond Stockdale Leadership and Ethics Symposium, undated

Scope and Content Note

4" x 6" color photographs and negatives of Admiral Stockdale event. Photographs are of President Hayes, various speakers, and images of the event. Photographs by Rodney Nakamoto.

Processing/Project Information

Formerly housed in photo album. Photographs have been rehoused in archival envelopes with the order retained.

Series V: **Public Relations, 1953-2004****Scope and Content Note**

The records in this series are wide-ranging as they include information gathered in order to create News Releases. News Releases created by the Public Relations department documented University activities, events, accolades, and information. The majority of these records were compiled by long-serving member of the Public Relations office, Sara Finn. She was Public Information Officer in 1971, then became the Director of Public Relations from 1973 to 1987.

These materials include advertising for the University as well as advertising for various events and activities, annual fund information, materials for art department exhibitions, university and public relations related correspondence, community events offered by the music program, and University event materials including planning for the Fiftieth Anniversary, materials for the 1983 White House Conference on Productivity, the Katherine Crosby Golf Tournament, and various other events. Also included are some meeting materials, annual retreat information, and departmental planning materials.

Box/Folder: 14 / 1
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 27

Advanced Campus Scheduling, 1993-1994**Advertisements, 1979****Advertising, 1979-1980****Advertising San Diego Union Tribune, 1983****Advertising San Diego Magazine Tear Sheets, 1981-1985****Advertising San Diego Daily Transcript, 1987****Advertising San Diego Magazine Tear Sheets, 1986-1988****Advertising Summer Sports Camps, 1987-1989****Advertisements at USD, 1988-1989****Advertising "Today's best teachers belong in class", 1989****Advertising, 1989****Advertising - Published Materials, 1989-1991****Advertising Summer Sports Camps, 1990-1991****Advertising Samples and Miscellaneous Topics, 1991****Advertising Pro Bono Agreement, etc, 1991****Advertising Cary Blanchette's Advertisements, 1992****Advertising Contracts, Budgets, In-Service Schedules, etc., 1989-1992****Advertising USD Promotional Spot for KSDO, 1992-1993****Advertising Catholic Directory, 1993-1994****Advertising Idaho Register, 1994****Advertising Marketing Video, 1994****Advertising Washington Post, 1994****Advertising Catholic Directory, 1995****Alcalá Society, 1976-1979****USD Alumni Association, 1974-1975**

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|---------------------------|--|
| Box/Folder: 14 / 28-29 | American Council on Education, 1988-1991 |
| Box/Folder: 14 / 30 | American Scholastic Yearbook, 1983 |
| Box/Folder: 14 / 31-33 | Annual Fund Appeal, 1986-1990 |
| Box/Folder: 14 / 34 | Annual Fund Appeal Correspondence and Reports, 1991-1994 |
| Box/Folder: 14 / 35 | Art Department Artist Edmund Shumpert, undated |
| Box/Folder: 14 / 36 | Art Department Budget Survey Summary, 1996 April 25 |
| Box/Folder: 14 / 37 | Art Department Calendar of Events, 1979-1980 |
| Box/Folder: 14 / 38 | Art Department Courses - Information, 1972-1980 |
| Box/Folder: 14 / 39 | Art Department Event Passion Play, 1960 |
| Box/Folder: 14 / 40 | Art Department Event "Up with the People" Dinner, 1982 |
| Box/Folder: 14 / 41 | Art Department Exhibits "Ethel Greene - Surrealism", undated |
| Box/Folder: 14 / 42 | Art Department Herman Gaffe, 1980 |
| Box/Folder: 14 / 43 | Art Department Exhibits Schedule, 1972-1973 |
| Box/Folder: 14 / 44 | Art Department Exhibits Schedule, 1978-1979 |
| Box/Folder: 14 / 45 | [Art Department Francoise Gilot Correspondence], 1974 |
| Box/Folder: 14 / 46 | Art Department News Releases, 1968-1981 Scope and Content Note [Includes programs and information about events and plays.] |
| Box/Folder: 14 / 47 | Art Department Plays, 1972-1980 |
| Box/Folder: 14 / 48 | Art Department Press Kit Material, 1977 |
| Box/Folder: 14 / 49 | Art Department "Rainbow of the Resurrection", undated |
| Box/Folder: 14 / 50 | Art Department San Diego Festival Proposal, 1981 |
| Box/Folder: 14 / 51 | Art Department Therese Whitcomb Correspondence, 1972-1979 |
| Box/Folder: 14 / 52 | Art Department Therese Whitcomb Memoranda, 1971-1974 |
| Box/Folder: 14 / 53 | Baccalaureate Mass Programs, 1973, 1977-1985 |
| Box/Folder: 14 / 54 | Bicentennial Mass, 1976 |
| Box/Folder: 14 / 55-56 | Bishop Letter [Bishops Pastoral Letter], 1984 |
| Box/Folder: 14 / 57 | Bishops Pastoral - Emerging Issues, 1985 |
| Box/Folder: 15 / 1 | Bishop Letters [Bishops Pastoral Letter], 1985-1986 |
| Box/Folder: 15 / 2 | Bishop Maher Scholarship Recipients, 1990 |
| Box/Folder: 15 / 3 | Briefing Book for Public Officials, 1986-1987 |
| Box/Folder: 15 / 4 | California Wellness Foundation Grant Report, 1997 |

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|------------------------|---|
| Box/Folder: 15 / 5 | Campaign Publication "Commitment to Human Values", circa 1972 |
| Box/Folder: 15 / 6 | Campaign Publication Discovery campaign, undated |
| Box/Folder: 15 / 7 | Campus Card Project, 1998-2000 |
| Box/Folder: 15 / 8-18 | Capital Campaign - Education for a New Age, 1987-1991 Scope and Content Note [Includes advertising plans, announcements, planning and communication information, case statements, and "Campaign Momentum" publication.] |
| Box/Folder: 15 / 19 | Career Day, 1972-1974, 1983 Scope and Content Note [Includes photographs and composite sheets of individuals and events.] |
| Box/Folder: 15 / 20 | Catholic Higher Education Current Issues, 1989 |
| Box/Folder: 15 / 21-22 | City of San Diego Parking Ordinances and Other Regulations, 1989-1992 |
| Box/Folder: 15 / 23 | [Bob Hope Community Benefit Event], 1977 Fall |
| Box/Folder: 15 / 24 | Community Outreach Partnership Center Meetings, Reports, etc., 1997-1998 |
| Box/Folder: 15 / 25 | Community Survey, 1987 Scope and Content Note [Survey conducted by USD students and the USD Communications Department to study the USD logo.] |
| Box/Folder: 15 / 26 | Continuing Education Brochures, Handouts, Misc., 1976-1980 |
| Box/Folder: 15 / 27 | Continuing Education Evening College Beginning, 1976 |
| Box/Folder: 15 / 28 | Continuing Education, 1956-1970 Scope and Content Note [Graduating student lists] |
| Box/Folder: 15 / 29 | Continuing Education Media Articles, 1975 |
| Box/Folder: 16 / 1-5 | Continuing Education Media Articles, 1976-1981 |
| Box/Folder: 16 / 6 | Continuing Education Outing Correspondence, 1985-1986 |
| Box/Folder: 16 / 7 | Continuing Education Special Programs, 1976-1978 |
| Box/Folder: 16 / 8 | Copley Library Campus Groundbreaking Press Kit News Conference, 1982 |
| Box/Folder: 16 / 9 | Correspondence Miscellaneous, 1964 |
| Box/Folder: 16 / 10 | Correspondence Kennedy-Sinclair Educational Gift Program and Chronicle of Higher Education, 1966-1967 |
| Box/Folder: 16 / 11 | Correspondence Events, 1969 |
| Box/Folder: 16 / 12-23 | Correspondence, 1972 Scope and Content Note [Includes correspondence regarding campus activities and events as well as proposed University Relations program.] |
| Box/Folder: 16 / 24-39 | Correspondence, 1973 Scope and Content Note [Includes correspondence regarding campus activities, events, and programs such as the MBA program and the Ecumenical Center for World Religions.] |

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| Box/Folder: 16 / 40-49 | Correspondence, 1974 Scope and Content Note [Includes correspondence regarding campus activities, events, and programs.] |
| Box/Folder: 16 / 50-59 | Correspondence, 1975 Scope and Content Note [Includes correspondence regarding campus activities, events, and university planning.] |
| Box/Folder: 16 / 60-69 | Correspondence, 1976 Scope and Content Note [Includes correspondence regarding campus activities, events, and university planning.] |
| Box/Folder: 16 / 70-73 | Correspondence, 1977 Scope and Content Note [Includes correspondence regarding events, the School of Business and University Relations.] |
| Box/Folder: 16 / 74-75 | Correspondence, 1978 Scope and Content Note [Includes correspondence regarding development and policies.] |
| Box/Folder: 16 / 76-81 | Correspondence, 1979 |
| Box/Folder: 16 / 82-87 | Correspondence, 1980 |
| Box/Folder: 16 / 88-92 | Correspondence, 1981 |
| Box/Folder: 16 / 93-98 | Correspondence, 1982 |
| Box/Folder: 16 / 99-103 | Correspondence, 1983 |
| Box/Folder: 16 / 104 | Correspondence, 1984 |
| Box/Folder: 16 / 105-128 | Correspondence, 1986 Scope and Content Note [Includes correspondence regarding development, events, and programs.] |
| Box/Folder: 16 / 129 | Correspondence Letters of Comments, Complaints, etc. , 1989 |
| Box/Folder: 16 / 130 | Correspondence Crisis Communication Plan (Draft), 1985-1988 |
| Box/Folder: 17 / 1 | Development, 1975-1978 |
| Box/Folder: 17 / 2 | Diocese of San Diego and Imperial Counties - Parishes, 1980 |
| Box/Folder: 17 / 3 | Emergency Operations Plan Draft, 1989 October 03 |
| Box/Folder: 17 / 4 | Emergency Response Information, circa 1992 |
| Box/Folder: 17 / 5 | Emergency Response Information, circa 1992 Scope and Content Note [Also includes 1986 Emergency Response Plan.] |
| Box/Folder: 17 / 6 | Proposed Evening College, 1982-1983 |
| Box/Folder: 17 / 7 | Events - Ahlers Center Dedication Ceremony, 1995 February 06 |
| Box/Folder: 17 / 8 | Event - CCNMA Conference [California Chicano News Media Association], 1994 April 23 |
| Box/Folder: 17 / 9 | Event - CCNMA Media Conference [California Chicano News Media Association], 1994 |

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| Box/Folder: 17 / 10 | Events - Christmas and Other Holidays - Plans, 1992-1993 |
| Box/Folder: 17 / 11 | Event - "College Visiting Day" at Imperial Valley College, 1994 October 14 |
| Box/Folder: 17 / 12 | Events - "Community Forum on Equity and Diversity in Education", 1994 February 23 |
| Box/Folder: 17 / 13 | Events - Linda Vista Festival of Freedom, 1999 |
| Box/Folder: 17 / 14 | Events - Mexican Consulate Concerts, 1994 |
| Box/Folder: 17 / 15 | Events - Mainly Mozart, 2002 February 15 |
| Box/Folder: 17 / 16 | Events - Miramar Air Show, 2002 October |
| Box/Folder: 17 / 17 | Events - Public Art Advisory Luncheon, 1994 May 27 |
| Box/Folder: 17 / 18 | Events - SDGE Education Fair, 1993 October 07 |
| Box/Folder: 17 / 19 | Events - Reception for Faculty and Administrators, 1990 October 05 |
| Box/Folder: 17 / 20 | Events - Social Issues Series, 1988-1989 |
| Box/Folder: 17 / 21 | Events - Social Issues Series, 1993-1994 |
| Box/Folder: 17 / 22 | Events - Society of Professional Journalists - Project Watch Forums, 1989-1990 |
| Box/Folder: 17 / 23 | Events - Society of Professional Journalists - Project Watch Forums, 1990-1991 |
| Box/Folder: 17 / 24 | Events - "Songs of My People" Reception, 1994 April 29 |
| Box/Folder: 17 / 25 | Events - "Take our Daughters to Work", 1994 April 28 |
| Box/Folder: 17 / 26 | Events - "Take our Daughters to Work", 1999 April 22 |
| Box/Folder: 17 / 27 | Events - Teleconference, "Black Studies: At the Crossroads", 1994 October 12 |
| Box/Folder: 17 / 28 | Events - "Twin Awards Luncheon", 1985-1988 |
| Box/Folder: 17 / 29 | Events - Universidad Ibero Americana Concert, 1993 October 01 |
| Box/Folder: 17 / 30 | Events - University Communicators' Discussion, 1992 March 26 |
| Box/Folder: 17 / 31 | Events - WOW [Women's Opportunity Week], 1994 October 15-23 |
| Box/Folder: 17 / 32 | Family Educational Rights and Privacy Act, 1974 |
| Box/Folder: 17 / 33 | Faculty Appointments and Record Update, 1978-1979 <div style="margin-left: 40px;">Scope and Content Note [News releases about new USD Faculty.]</div> |
| Box/Folder: 17 / 34 | Fashion Valley Ownership Correspondence, 1992 |
| Box/Folder: 17 / 35 | Film and Television, 1977-1979 |
| Box/Folder: 17 / 36 | Film Contracts, 1985-1991 |
| Box/Folder: 17 / 37 | Film for USD, 1983-1990 |

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| Box/Folder: 17 / 38 | Financial Aid, 1972-1979 |
| Box/Folder: 17 / 39 | Financial Aid - General Articles and News Releases, 1980-1984 |
| Box/Folder: 17 / 40 | Information and Financial Aid, 1983-1984 |
| Box/Folder: 17 / 41 | Founders Gallery Wenger Exhibition, 1978 |
| Box/Folder: 18 / 1 | Goals and Future Plans, 1987-1990 |
| Box/Folder: 18 / 2 | Golf Tournament, 1977 Scope and Content Note [Newspaper clippings and information for the Kathryn Crosby/Honda Civic Golf Classic, Kathryn Crosby Fashion Show, and Luncheon fundraising events supporting the Philip Y. Hahn School of Nursing. The 1977 tournament was held at Whispering Palms Country Club in Rancho Santa Fe. Includes photographs and composite sheets of nurses along with event photographs from the Katherine Crosby Fashion Show and the Golf Tournament. Among these are photographs with Katherine Crosby and USD President Author Hughes.] |
| Box/Folder: 18 / 3 | Katherine Crosby Golf Tournament, 1976-1977 Scope and Content Note [Includes tournament program, correspondence, and planning materials.] |
| Box/Folder: 18 / 4 | School of Nursing Golf Tournament, 1977 Scope and Content Note [Includes tournament program, correspondence, and planning materials.] |
| Box/Folder: 18 / 5 | Governor's Day [Border Governor's Conference], 1982 |
| Box/Folder: 18 / 6 | Graduate Special Programs, 1971-1975 |
| Box/Folder: 18 / 7 | Holiday Giving Mattress Discounters, 2000 December |
| Box/Folder: 18 / 8 | Homecoming, 1974, 1978 |
| Box/Folder: 18 / 9 | Hughes Career Achievement Award Recipients, 1998 |
| Box/Folder: 18 / 10 | Irish Olympic Team, 1984 |
| Box/Folder: 18 / 11 | Japanese Students - News Releases, 1976 |
| Box/Folder: 18 / 12 | Special Joint Faculty Meeting, 1974 January 14 |
| Box/Folder: 18 / 13 | Las Patronas de la Universidad, 1974 |
| Box/Folder: 18 / 14 | Las Damas de Alcalá, 1973-1976 |
| Box/Folder: 18 / 15 | LEAD San Diego [Leadership Education Awareness Development], 1985-1987 |
| Box/Folder: 18 / 16 | Learn and Serve America: Higher Education Report, 1995 |
| Box/Folder: 18 / 17 | Leon L. Williams Foundation Meetings, etc, 1994 |
| Box/Folder: 18 / 18 | Long Range Plan for Public Information and Public Relations, 1972 |
| Box/Folder: 18 / 19 | Luncheon - ICSC Institute [Independent Colleges of Southern California], 1980-1981 |
| Box/Folder: 18 / 20 | Luncheon - Mike Gotch, 1980 |
| Box/Folder: 18 / 21 | Mail Center (Bulk Mail Savings), 2000 |

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| Box/Folder: 18 / 22 | Major Prospects Review Meetings, 1985-1987 |
| Box/Folder: 18 / 23 | Marketing/Public Relations Planning, 1987-1988 |
| Box/Folder: 18 / 24 | Mary's Hour, 1962 |
| Box/Folder: 18 / 25 | Math Department News Release, 1973 November 28 |
| Box/Folder: 18 / 26 | Media Center Equipment, 1983-1986 |
| Box/Folder: 18 / 27 | Media Center Questionnaire, 1984-1985 |
| Box/Folder: 18 / 28 | Meet the Scientists, 1975 |
| Box/Folder: 18 / 29 | Mexican-American Foundation, 1978 |
| Box/Folder: 18 / 30 | Mexican-American Program Mexican American program includes "Barrio Station" Program Fifteenth Anniversary Issue, 1985, 1971 |
| Box/Folder: 18 / 31 | Mexican-American Proposal, 1981 |
| Box/Folder: 18 / 32 | College for Women Music Program Awards, 1953-1954 |
| Box/Folder: 18 / 33 | College for Women Music Program Christmas Concert, 1967 |
| Box/Folder: 18 / 34 | Music Program Auditions, 1977-1978 |
| Box/Folder: 18 / 35 | Music Program Calendar of Events, 1973-1974 |
| Box/Folder: 18 / 36 | Music Program Calendar of Events, 1978 Fall |
| Box/Folder: 18 / 37 | Music Program Concerts Schedule, 1979-1980 |
| Box/Folder: 18 / 38 | Music Program Concerts Sister Rossi Scholarship Concert, 1976 |
| Box/Folder: 18 / 39 | Music Program Concerts Sister Rossi Scholarship Concert Publicity, 1979 |
| Box/Folder: 18 / 40 | Music Program Event Beethoven Reception, 1979 |
| Box/Folder: 18 / 41 | Music Program Event Dedication Recital, 1981 |
| Box/Folder: 18 / 42 | Music Program Event Programs, 1972-2004 |
| Box/Folder: 18 / 43 | Music Program Event Scholarship Fund Concert, 1972-1974 |
| Box/Folder: 18 / 44 | Music Program Event USD Symphony Program, undated |
| Box/Folder: 18 / 45 | Music Program Events, various, 1974-1975 |
| Box/Folder: 19 / 1 | Music Program Friends of Music Rosters, 1978-1980 |
| Box/Folder: 19 / 2 | Music Program Marjorie Hart Correspondence, circa 1960 |
| Box/Folder: 19 / 3 | Music Program Kellogg Chamber Singers Program, 1977 |
| Box/Folder: 19 / 4 | Music Program - Henry Kolar Correspondence, 1971-1976 |
| Box/Folder: 19 / 5 | Music Program - Letters of Concern, 1971 |
| | Scope and Content Note |
| | [Letters of concern regarding the calendar of events.] |
| Box/Folder: 19 / 6 | Music Program Luncheon - Milo Sadlo, 1982 |
| Box/Folder: 19 / 7 | Music Program Louis McKay Baritone [photograph], undated |

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| Box/Folder: 19 / 8 | Music Program Pattie Merrill Photograph, undated |
| Box/Folder: 19 / 9 | Music Program - News at USD Robert Tota, 1975 |
| Box/Folder: 19 / 10 | Music Program News Clipping, 1971 |
| Box/Folder: 19 / 11 | Music Program News Clipping, 1978-1979 |
| Box/Folder: 19 / 12 | Music Program News Clipping, 1981 |
| Box/Folder: 19 / 13 | Music Program Opera Production "carefully Taught", 1974 |
| Box/Folder: 19 / 14 | Music Program Publicity, 1972-1973 |
| Box/Folder: 19 / 15 | Music Program Recital Ann H. Jones, 1975 |
| Box/Folder: 19 / 16 | Music Program Thank You Notes, 1979 |
| Box/Folder: 19 / 17 | Music Program USD Symphony Orchestra Members and Fact Sheet, 1972-1973 |
| Box/Folder: 19 / 18 | National Foundation on the Arts and the Humanities, 1967 |
| Box/Folder: 19 / 19 | Neighborhood Committee, 1982-1983 |
| Box/Folder: 19 / 20 | News Releases, 1968-1975 |
| Box/Folder: 19 / 21 | News Releases, 1981-1984 |
| Box/Folder: 19 / 22 | Notes, Miscellaneous [University Goals and Plans], 1992 |
| Box/Folder: 19 / 23 | "On Campus" Productions, 1981-1985 Scope and Content Note [Includes photographs.] |
| Box/Folder: 19 / 24 | On Campus - Meese, 1981 |
| Box/Folder: 19 / 25 | News Releases and Clippings "On Campus" and USD, 1981-1984 |
| Box/Folder: 19 / 26 | On Campus Program Notices, 1980-1985 |
| Box/Folder: 19 / 27-28 | On Campus, 1981-1985 |
| Box/Folder: 19 / 29 | Orange County Program, Premise, 1987-1988 |
| Box/Folder: 19 / 30 | Parents' Fund Drive, 1978 |
| Box/Folder: 19 / 31 | Parking Regulations, New, 1994 |
| Box/Folder: 19 / 32 | Terri D'Acquisto Resignation announcement, 1988 |
| Box/Folder: 19 / 33 | Perspective, 1980 |
| Box/Folder: 19 / 34 | Planning Documents, 1987-1988 |
| Box/Folder: 19 / 35 | Preceptorial Program, 1974-1975 |
| Box/Folder: 19 / 36-40 | President's Christmas Cards and Holiday Reception, 1972-1981, 1985 |
| Box/Folder: 19 / 41 | President Hayes Resume, 2001 |

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| Box/Folder: 19 / 42 | Press Club, 1979-1980 |
| Box/Folder: 19 / 43-44 | Proposition #9 Correspondence, 1980 |
| Box/Folder: 19 / 45 | Psychological Department Memo, undated |
| Box/Folder: 19 / 46 | Publication Media Resource Guide, 1986 |
| Box/Folder: 19 / 47 | Publication "U" Magazine: A Study, 1988 June |
| Box/Folder: 19 / 48 | Publication USD News and World Report, 1990 |
| Box/Folder: 20 / 1 | Public Relations Manual USD, 1979-1980 |
| Box/Folder: 20 / 2 | Receptions, Luncheons, Dinners, 1976 Fall - 1979 |
| Box/Folder: 20 / 3 | Chamber and Engstrand Reception, 1980 December |
| Box/Folder: 20 / 4 | Research Study, 1987 |
| Box/Folder: 20 / 5 | Report on Public Relations Program, 1982-1983 |
| Box/Folder: 20 / 6-8 | Annual Retreat, 1988-1989, 1994 |
| Box/Folder: 20 / 9 | San Diego Union Correspondence, 1972-1980 Scope and Content Note [Includes photographs of faculty members.] |
| Box/Folder: 20 / 10 | Business School Update Seminars, 1975-1980 |
| Box/Folder: 20 / 11 | Service Club, 1981 |
| Box/Folder: 20 / 12-13 | Sister City Program, 1980-1985 |
| Box/Folder: 20 / 14 | Special Olympics, 1978 |
| Box/Folder: 20 / 15-18 | Sports Camps [Advertising], 1979-1980 |
| Box/Folder: 20 / 19 | Staff Meetings, 1983 |
| Box/Folder: 20 / 20-22 | Staff Meetings, 1983-1986 |
| Box/Folder: 20 / 23 | Staff Meetings with Deans, 1990-1991 |
| Box/Folder: 20 / 24 | Stewardship Discussion, undated |
| Box/Folder: 20 / 25 | Study and Plan of Action for the Division of University Relations, 1983 |
| Box/Folder: 20 / 26 | Support Groups, 1973 |
| Box/Folder: 20 / 27 | Surveys - Marketing Questionnaires, 1986 |
| Box/Folder: 20 / 28 | Surveys - Marketing Research Conclusions, 1987 |
| Box/Folder: 20 / 29 | Surveys - USD Community Survey, 1987 |
| Box/Folder: 20 / 30 | Tuition Remission Policy Revised, 1991 |
| Box/Folder: 20 / 31 | United Christian Charities Victory Celebration, 1986 |
| Box/Folder: 20 / 32 | U.S. Constitution Council, 1987 Summer |

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| Box/Folder: 20 / 33 | United Way, 1984-1985 |
| Box/Folder: 21 / 1 | USD Auxiliary News Clippings, 1987-1990 |
| Box/Folder: 21 / 2 | USD 40th Anniversary Plans, 1989 |
| Box/Folder: 21 / 3-10 | USD 50th Anniversary Campaign Plan, 1998-1999 Scope and Content Note [Includes planning materials, meeting information, campaign information, calendar of events, and proposal for the San Diego Union newspaper.] |
| Box/Folder: 21 / 11 | USD Slide Show, 1981 Scope and Content Note [Includes microcassette tape.] |
| Box/Folder: 21 / 12 | Vietnam Memorial Day, 1973 August |
| Box/Folder: 21 / 13 | Vietnamese Study, 1975 |
| Box/Folder: 21 / 14 | Visiting University Administrators from the Middle East, 1994 October 18 |
| Box/Folder: 21 / 15 | WASC Self Study Documentation, 1979-1981 |
| Box/Folder: 21 / 16-17 | White House Conference on Productivity, 1983 |
| Box/Folder: 21 / 18 | White House Conference on Productivity Report to USA President, 1983 |
| Box/Folder: 21 / 19-23 | White House Conference on Productivity News Clippings, 1983 Scope and Content Note [In addition to newspaper clippings, includes informational materials, and contact sheets of photographs taken during the conference.] |
| Box/Folder: 21 / 24 | Wilson, Susie Championship Horse Exhibitor, 1982 Scope and Content Note [Also includes information on Terri Ketchum who was Miss San Diego 1976.] |
| Box/Folder: 21 / 25 | Women's Rights Day in Congress, 1981 |
| Box/Folder: 21 / 26 | Women's Week, 1974 |
| Box/Folder: 21 / 27 | Women's Week Correspondence, 1974 Scope and Content Note [Includes news releases and news clippings.] |
| Box/Folder: 21 / 28 | Women's Week, 1979 |
| Box/Folder: 21 / 29 | Work Study, 1992 |
| Box/Folder: 21 / 30 | World Affairs Council of San Diego Meeting, 1994 |
| Box/Folder: 21 / 31-32 | World Issues of the 1980s, 1981 |
| Box/Folder: 21 / 33 | Ambassador William Wilson - A complete set of articles, speech, photographs, 1984 January 10 |
| Box/Folder: 21 / 34 | Ambassador William Wilson - Extra sets of articles, 1984 January 10 |
| Box/Folder: 21 / 35 | YMCA San Diego County Pamela Gray Honoree, 1998 |

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Youth for Hire, 1994 Summer

Series VI: **Office of Publications, 1981-2004**

Scope and Content Note

This series includes the design and editing records and final version of documents created by the Office of Publications. Among these records are materials for the Parent Newsletter, Planned Giving Materials, Presidential holiday cards, President's Reports, Senior Class Gift brochures, and records regarding the development of the *U Magazine* .

Subseries A: **Records, 1981-2004**

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Administrator's Handbook Addition, 1991

Advocate - Correspondence, 1990-2001

Advocate , 1991-1995

Scope and Content Note

[Design and editing materials.]

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Alcalá Parents - Design, 1993

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Alcalá Society - Design, 1986

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Alcalá Society - Bookmark Design, undated

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Alcalá View - Design and Editing, 1985, 1991, 1994, 1999, 2001-2003

Scope and Content Note

[Contains digital files of March 2003 Alcalá View transferred from CD:
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Alumni Association Board of Directors, 1993-1994

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Alumni Benefits Design - Brochures, undated

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Alumni Directory - Design, 1989

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Alumni Envelopes - Printing, 1992

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Alumni Mass Invitation Design and Editing, 1992-1999

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Alumni Newsletter - Design and Editing, 1988-1997

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Alumni Postcards - Design, 1996

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Events - American Heart Walk T-Shirts Design, 2001

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American Ireland Fund Dinner, 1993

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Announcement Card Cary Blanchette - Design and Editing, 1991

Box/Folder: 23 / 1

[Annual Fund] Honor Roll Proof Sheets, 1982, 1985-1987, 1990, 1992

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Annual Fund - Acknowledgments, undated

Box/Folder: 23 / 3

Corporate Annual Fund - Acknowledgments, undated

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Annual Fund, 1988-2002

Scope and Content Note

[Includes design and editing documents for annual fund solicitations.]

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| Box/Folder: 23 / 40 | Hughes Quotes for Archways, 1994 |
| Box/Folder: 23 / 41 | Archways Design, 2000-2001 |
| Box/Folder: 23 / 42 | Events - Asian Film Festival Design, 2002 |
| Box/Folder: 23 / 43-44 | Athletic Hall of Fame Invitation Design, 1997-1998 |
| Box/Folder: 23 / 45 | Banners Design, 2001 |
| Box/Folder: 23 / 46 | Baseball Season Invitation, 1990 |
| Box/Folder: 23 / 47 | Basketball Pregame Party Invitation, 1990 |
| Box/Folder: 23 / 48 | Birtcher Lecture Program Brochure, 1989 |
| Box/Folder: 23 / 49 | Photos Board of Trustees Correspondence, 1988 |
| Box/Folder: 23 / 50 | Photographs Board of Trustees, 1990 |
| Box/Folder: 23 / 51 | Business Link Ken Blanchard Invitation Design, 2001 |
| Box/Folder: 23 / 52 | Calendar, Wall Design, 1998 |
| Box/Folder: 23 / 53 | Campaigns - Capital Campaign, 1989 |
| Box/Folder: 23 / 54-57 | Campaigns - Education for a New Age, 1989-1991 |
| Box/Folder: 23 / 58-60 | Campus Map, 1989-1991 |
| Box/Folder: 24 / 1-3 | Campus Map, 1991-1992, 1995-1996 |
| Box/Folder: 24 / 4-12 | Career Achievement Awards Invitation Design and Editing, 1995-2002 |
| Box/Folder: 24 / 13 | Child Development Center Brochure Design and Editing, 1990 |
| Box/Folder: 24 / 14 | Cinco de Mayo Invitation, 1991 |
| Box/Folder: 24 / 15 | Class Reunion Scholarship Fund Invitation, 1980 |
| Box/Folder: 24 / 16 | Community Postcard Draft, 1991 |
| Box/Folder: 24 / 17 | Community Service Program, 1985 |
| Box/Folder: 24 / 18 | Contest Entries, 1989 |
| Box/Folder: 24 / 19 | Corporate Associates Members, 1989-1990 |
| Box/Folder: 24 / 20 | Corporate Associates Overview Design and Editing, 1990-1991 |
| Box/Folder: 24 / 21 | Corporate Associates Graphics Package, 1993 |
| Box/Folder: 24 / 22 | Cultural Diversity Project, 1991 |
| Box/Folder: 24 / 23 | De Salles Hall Renaming Invitation Design and Editing, 1990 |
| Box/Folder: 24 / 24 | Dean's Ball Invitation Design and Marketing, 1989 |

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| Box/Folder: 24 / 25 | Dean's Reception Invitation Design, 1990 |
| Box/Folder: 24 / 26 | Dedication Hahn University Center Invitation Design, 1989 |
| Box/Folder: 24 / 27 | Dedication Harmon and Olin Hall Invitation Design and Editing, 1983-1984 Scope and Content Note [In addition to invitation design and editing material, includes text of speeches, materials for the Douglas Manchester Executive Conference Center Dedication and meeting materials from the June 14, 1983 New Buildings Public Relations Luncheon.] |
| Box/Folder: 24 / 28 | Jenny Craig Pavilion/Eagen Memorial Plaza Dedication Invitation Design and Editing, 2000 |
| Box/Folder: 24 / 29 | Dedication - Kroc Institute for Peace and Justice Gift Card Design, 2001 |
| Box/Folder: 24 / 30 | Dedication - Kroc Institute for Peace and Justice Invitation, 2001 |
| Box/Folder: 24 / 31 | Dedication Conference - Kroc Institute for Peace and Justice, 2001 |
| Box/Folder: 24 / 32 | Dedication - Legal Research Center Printed Matter, 1990 |
| Box/Folder: 24 / 33 | Maher Statue Dedication Design and Editing, 1991 |
| Box/Folder: 24 / 34 | Dicta - Design and Editing, 1990 |
| Box/Folder: 24 / 35 | Memorial - I Brent Eagen Printed Matter Design and Editing, 1997 |
| Box/Folder: 24 / 36 | Memorial - I Brent Eagen Brochure Design and Editing, 1998 |
| Box/Folder: 24 / 37 | Eagen Plaza Plaque - Design and Editing, 2001 |
| Box/Folder: 24 / 38 | Eagen Plaza Scripture Plaques - Design and Editing, 2001 |
| Box/Folder: 24 / 39 | Eagen Prayer Plaque Booklet - Design and Editing, 2001 |
| Box/Folder: 24 / 40 | Early Music Festival Flyer Production, 2001 |
| Box/Folder: 24 / 41 | Early Music Festival Brochure - Design and Editing, 2002 |
| Box/Folder: 24 / 42 | Early Music Festival Program Research, 2002 |
| Box/Folder: 24 / 43 | Economic Impact Brochure - Design and Editing, 1996 |
| Box/Folder: 24 / 44 | Economic Impact Report - Design and Editing, 2002 |
| Box/Folder: 24 / 45 | Employee Merit Certificate - Design and Editing, 2001 |
| Box/Folder: 24 / 46 | Relay Team T-Shirt for USD Employee Picnic [Design], 1998 |
| Box/Folder: 24 / 47 | Employee Picnic T-Shirt Design and Production, 2000 |
| Box/Folder: 24 / 48 | Executopics Design and Editing, 1989 Summer |
| Box/Folder: 24 / 49-57 | USD Facts Brochure, 1985-1997 |
| Box/Folder: 25 / 1 | USD Facts Brochure Redesign, 1999 |
| Box/Folder: 25 / 2-3 | USD Facts Brochure Design and Editing, 2000-2002 |

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| Box/Folder: 25 / 4-12 | Family Weekend Brochures, 1993-2001 |
| Box/Folder: 25 / 13 | USD Fiftieth Anniversary President's Club Dinner Invitation Design and Editing, 1999 |
| Box/Folder: 25 / 14-15 | USDs Fiftieth Anniversary Working Plan, 1999 |
| Box/Folder: 25 / 16-19 | Fine Arts Calendar Production, 2000-2003 |
| Box/Folder: 25 / 20 | Engstrand - First Forty Years Design and Marketing, 1989 |
| Box/Folder: 25 / 21-24 | Fleet Week Prayer Breakfast Invitation Production, 2000-2003 |
| Box/Folder: 25 / 25 | Foreign Language Department Brochure Design and Editing, 1992 |
| Box/Folder: 25 / 26 | Founders Gallery Exhibit Olaf Wieghorst, 2000 |
| Box/Folder: 25 / 27-39 | Friends of the USD Library [Event Invitation Design and Editing], 1998-2001 |
| Box/Folder: 25 / 40 | Golf Tournament Fundraiser Invitation, 1990 |
| Box/Folder: 25 / 41 | Graduate Perspective, 1991 |
| Box/Folder: 25 / 42-43 | Graduate Programs Brochure Design and Editing, 1988-1989 |
| Box/Folder: 25 / 44 | Guidelines - Communications, Internal, 1983 Scope and Content Note [Includes 1983 "Internal Communications Program Proposal" the Public Relations Department Proposal to create an employee newsletter for internal campus communications. This report includes rationale for starting an employee newsletter and report of a survey conducted of area college employee newsletters including distribution, size, and cost of creation.] |
| Box/Folder: 25 / 45 | Guidelines - Communication, 1986 |
| Box/Folder: 25 / 46 | Logos - Standards General Information, 1986 |
| Box/Folder: 25 / 47 | Logos - Standards Manual, 1993 |
| Box/Folder: 25 / 48 | Logos - USD Logo Guidelines, 1993 |
| Box/Folder: 25 / 49 | Hoehn Collection Gallery Exhibit Invitation, 2001 |
| Box/Folder: 25 / 50 | Ernest Hahn Dinner Invitation, 1991 |
| Box/Folder: 25 / 51-57 | Homecoming Printed Matter, 1989-1994 |
| Box/Folder: 26 / 1-8 | Homecoming Printed Matter, 1995-2000, 2003 |
| Box/Folder: 26 / 9-15 | Inauguration Hayes, 1995 Scope and Content Note [Includes invitation design materials, speech piece, and video package design.] |
| Box/Folder: 26 / 16-24 | Invisible University, 1990-1991, 1994, 1997, 1999 Scope and Content Note [Includes designs for invitations and brochures.] |

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| Box/Folder: 26 / 25 | Jenny Craig Pavilion Invitation Package Marketing, 1998 |
| Box/Folder: 26 / 26 | Jenny Craig Pavilion Solicitation Marketing, 1998 |
| Box/Folder: 26 / 27 | Jenny Craig Pavilion Hard Hat Design and Editing, 1999 |
| Box/Folder: 26 / 28 | Jenny Craig Pavilion Postcard Design and Editing, 1999 |
| Box/Folder: 26 / 29 | Junior Achievement Program, 2001 |
| Box/Folder: 26 / 30 | Leadership and Ethics Symposium Logo - James Bond, 2000 |
| Box/Folder: 26 / 31 | Brochures - Legal Research Center Campaign Design and Editing, 1988 |
| Box/Folder: 26 / 32 | Linda Vista Booklet, 1997 |
| Box/Folder: 26 / 33 | Los Angeles de Alcalá Dinner Invitation Design and Editing, 1990 |
| Box/Folder: 26 / 34 | Bishop Maher Dinner Invitation Design and Editing, 1990 |
| Box/Folder: 26 / 35 | Marketing Plans - SBA Student Papers, 1988 |
| Box/Folder: 26 / 36 | Marketing Plans - SBA Student Papers, 1993 |
| Box/Folder: 26 / 37 | MFA Theatre Arts Advertisement, 2001 |
| Box/Folder: 26 / 38 | Master of Laws in Taxation Brochure Design and Editing, 1990 |
| Box/Folder: 26 / 39 | Math and Computer Science Brochure Design and Editing, 1991 |
| Box/Folder: 26 / 40 | Memo Cube Design and Editing, undated |
| Box/Folder: 30 / 1-11 | Metal Dies, circa 1982 Scope and Content Note [Eleven metal dies of university seal, university logo, and additional designs used for printing.] |
| Box/Folder: 26 / 41 | Mission and Ministry Mission Statement, 1996 |
| Box/Folder: 26 / 42 | Mission and Ministry Christmas Cards, 1997 |
| Box/Folder: 26 / 43 | <i>Momentum</i> Correspondence, 1990 |
| Box/Folder: 26 / 44 | <i>Momentum</i> Design and Editing, 1992 |
| Box/Folder: 26 / 45 | Mortar Board Application Booklet, 2000 |
| Box/Folder: 26 / 46 | Mortar Board Installation Invitation Design and Editing, 2000-2001 |
| Box/Folder: 26 / 47 | Mortar Board Brochure, 2001 |
| Box/Folder: 26 / 48 | Mother Teresa's Visit, 1988 |
| Box/Folder: 26 / 49 | Parent Handbook, 2001 |
| Box/Folder: 26 / 50-57 | Parent Newsletter, 1984-1994 |

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| Box/Folder: 27 / 1-6 | Parent Newsletter, 1994-1997 |
| Box/Folder: 27 / 7 | Parent's Annual Fund Solicitation Design, 1989 |
| Box/Folder: 27 / 8 | Parents Association Newsletter, 1981 |
| Box/Folder: 27 / 9-10 | Parent's Association Board Members, 1982-1984 |
| Box/Folder: 27 / 11 | Parent's Association Board Members, 1983-1984, 1989 |
| Box/Folder: 27 / 12 | Parent Orientation Design and Editing, 1990 |
| Box/Folder: 27 / 13 | Parent Solicitation Brochure Design and Editing, 1991 |
| Box/Folder: 27 / 14 | Freshman Parents' Weekend Brochure Design and Editing, 1989 |
| Box/Folder: 27 / 15 | Parents' Weekend Brochure Design and Editing, 1990 |
| Box/Folder: 27 / 16 | Parents' Weekend Brochure Solicitation, 1990 |
| Box/Folder: 27 / 17 | Parent Weekend Invitations Design and Editing, 1991 |
| Box/Folder: 27 / 18 | Planned Giving Christmas Cards, 1999 |
| Box/Folder: 27 / 19 | Planned Giving Hanger, 2001 |
| Box/Folder: 27 / 20 | Planned Giving Advertisement Design and Editing, 2003 |
| Box/Folder: 27 / 21 | President Hayes Presidential Welcome Tours Invitation, 1997 |
| Box/Folder: 27 / 22 | President Hughes Slideshow, 1989 |
| Box/Folder: 27 / 23 | President Hughes Thanksgiving Cards Design, 1989 |
| Box/Folder: 27 / 24 | President Hughes Photos Editing, 1991 |
| Box/Folder: 27 / 25 | President Hughes "USD and the Catholic Church" Design, 1990-1991 |
| Box/Folder: 27 / 26-28 | President Hughes Christmas Cards, undated, 1993, 1995 |
| Box/Folder: 27 / 29 | President Hughes Fall Tour Brochure Design and Editing, 1994-1995 |
| Box/Folder: 27 / 30 | President's Christmas Cards Design and Editing, 1996 |
| Box/Folder: 27 / 31 | President's Club Newsletter Design and Editing, 1987 |
| Box/Folder: 27 / 32 | President's Club Dinner Invitation Design, 1989 |
| Box/Folder: 27 / 33 | President's Club Roundtable Invitation Design and Editing, 1990 |
| Box/Folder: 27 / 34 | President's Club Dinner Menu Design and Editing, 1991 |
| Box/Folder: 27 / 35 | President's Club Postcard Design and Editing, 1995 |
| Box/Folder: 27 / 36 | President's Report Correspondence, 1986 |
| Box/Folder: 27 / 37-45 | President's Report [Research, Design, and Editing], 1989-1991 |
| Box/Folder: 28 / 1-18 | President's Report [Research, Design, and Editing], 1991-1995 1998-2004 |

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| Box/Folder: 28 / 19-22 | Presidential Debate, 1996 Scope and Content Note [Invitation package, photography, and volunteer information.] |
| Box/Folder: 28 / 23 | Production Forecast, 1990 |
| Box/Folder: 28 / 24 | Psychology Brochure Design and Editing, 1991 |
| Box/Folder: 28 / 25 | Puente de Oro Logo Design and Editing, 1998-2000 |
| Box/Folder: 28 / 26 | Reception Paula Cordeiro Invitation, 1998 |
| Box/Folder: 28 / 27 | Reception Daniel Dillabough Invitation, 1998 |
| Box/Folder: 28 / 28 | Reception Joyce Neu Invitation, 2000 |
| Box/Folder: 28 / 29 | Reception Daniel Rodriguez Invitation, 1998 |
| Box/Folder: 28 / 30 | Janet Rodgen Retirement Invitation Design and Editing, 2002 |
| Box/Folder: 28 / 31 | Reunion Leadership Pledge Card Design and Editing, 1995 |
| Box/Folder: 28 / 32 | Rouault Exhibit Invitation Design, 2002 |
| Box/Folder: 28 / 33 | Road to College Brochure Design and Editing, 1993 |
| Box/Folder: 28 / 34 | Rugby Brochure Design and Editing, 1992 |
| Box/Folder: 28 / 35-41 | School of Business Alumni Association, 2000-2004 |
| Box/Folder: 28 / 42-44 | School of Education Solicitation Design and Editing, 1991, 1997, 2002 |
| Box/Folder: 28 / 45-51 | School of Law Alumni [Events design and editing], 1990-1997 |
| Box/Folder: 28 / 52 | Symposium School of Law Brochure, 1991 |
| Box/Folder: 28 / 53-61 | Senior Class Gift Brochure Design, 1989-1996 Scope and Content Note [Many folders include photographs from photo shoots.] |
| Box/Folder: 29 / 1-7 | Senior Class Gift Brochure Design and Editing, 1997-2003 |
| Box/Folder: 29 / 8 | Society of the Sacred Heart Bicentennial Celebration Program, 2001 |
| Box/Folder: 29 / 9 | Space Planning Requests, 1991 |
| Box/Folder: 29 / 10 | Speakers Bureau Brochure Design, 1989 |
| Box/Folder: 29 / 11 | Stationery, undated |
| Box/Folder: 29 / 12 | Student Alumni Association By-laws, 1984 |
| Box/Folder: 29 / 13-18 | Torero Athletic Fund [Brochure and Solicitation design], 1990-1995 1999 |
| Box/Folder: 29 / 19 | Trustee Bookplate/Christmas Gift, 1996 |
| Box/Folder: 29 / 20 | Trustee Parking Permits, 2001 |

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| Box/Folder: 29 / 21-22 | Trusts and Estates Brochure Design and Editing, 1991 |
| Box/Folder: 29 / 23 | United Front Advertisement, 1999 |
| Box/Folder: 29 / 24 | U Magazine Planning Stages, 1985 |
| Box/Folder: 29 / 25 | U Magazine Correspondence, 1987-1988 Scope and Content Note [Includes a study of magazine effectiveness, design, and quality.] |
| Box/Folder: 29 / 26 | U Magazine Bookstore Catalog Insert Design, 1989 |
| Box/Folder: 29 / 27 | U Magazine Distribution, 1999 |
| Box/Folder: 29 / 28 | U Magazine Editorial Advisory Board Meeting, 1991 |
| Box/Folder: 29 / 29 | U Magazine Editorial Advisory Board Members, 1991-1992 |
| Box/Folder: 29 / 30 | U Magazine Analysis, 1991-1992 |
| Box/Folder: 29 / 31 | U Magazine Editorial Advisory Board Meeting, 1992 |
| Box/Folder: 29 / 32 | USD Magazine Research - Rost, 1994 |
| Box/Folder: 29 / 33 | USD Magazine Research - Chess, 1995 |
| Box/Folder: 29 / 34 | USD Magazine Research - International Security Symposium, 1995 |
| Box/Folder: 29 / 35-41 | USD Magazine [design, editing, and research], 1996 |
| Box/Folder: 29 / 42-43 | Update Research, 1990-1991 |
| Box/Folder: 29 / 44 | Vatican-Israel Accord Symposium Advertisement, 1998 |
| Box/Folder: 29 / 45 | Voices, 1997 |
| Box/Folder: 29 / 46 | Volunteer Admissions Network Acknowledgments, undated |
| Box/Folder: 29 / 47 | Web Site Design USD, 1997 |
| Box/Folder: 29 / 48-51 | World Link Meeting Program [brochure and stationary], 2000-2001 |

Subseries B: **Photographs, 1995-2001**

| | |
|------------------------|--|
| Box/Folder: 31 / 47 | Inauguration of Alice B. Hayes, 1995 November Scope and Content Note 4" x 6" color photographs and slides. Processing/Project Information Formerly in binder. Sleeves removed from binder and stored in folder. |
|------------------------|--|

Box/Folder: 31 /
48-51

Employee Picnic 1999, 1999

Scope and Content Note

4" x 6" color photographs.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
52-53

President's Convocation, 2000

Scope and Content Note

4" x 6" color photographs.

Box/Folder: 31 /
54-58

Presidents Dinner Roll 1-5, 2000 January 15

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Box/Folder: 31 /
59-60

OnlineLearning.net press conference. Town and Country Hotel, 2000 January 19

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly in binder. Sleeves removed from binder and stored in folder.

Box/Folder: 31 /
61-62

Monsignor I.B. Eagen Memorial Plaza Dedication, 2000 December 06

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 31 /
63

Fine Arts Symphony rehearsal, 2001

Scope and Content Note

4" x 6" color photographs by Rodney Nakamoto.

Box/Folder: 31 /
64

USD Symphony Fine Arts, 2001

Scope and Content Note

4" x 6" color photographs by Rodney Nakamoto.

Box/Folder: 31 /
65

USD Choral Scholars, 2001

Scope and Content Note

4" x 6" color photographs

Box/Folder: 31 /
66-67

Craig Orchids and Onions dinner, circa November 2001

Scope and Content Note

Two albums of photographs from the celebration dinner held in honor of the 2001 Jenny Craig Pavilion Orchid award for San Diego's annual Orchids and Onions contest. Orchids are awarded to projects that are beautiful additions to the community and onions to those that are not. Photographs are of various university administrators, Alice Hayes, and Jenny and Sid Craig.

Series VII: **Photographs, 1991-2006**

Scope and Content Note

This series includes photographs, print sheets, slides, negatives, and digital photographs of campus activities and events.

Processing/Project Information

Association with a particular office is unknown for these photographs therefore they are in their own series for the entire University Relations Department. Albums and photographs are very similar to those donated by the Office of Publications photographs.

Arrangement

Photographs are arranged in alphabetical order.

Box/Folder: 32 / 4

All Faith Service, 2001 February 02

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box 33

[Athletics photographs], 2005-2006

Scope and Content Note

[Ten compact discs containing photographs of various USD athletics events from Scott Photo.]

Processing/Project Information

Content on discs has been transferred to preservation storage using Exactly. UIDs: usda2019024006-usda2019015.

Box/Folder: 32 / 5

University of San Diego Leslie Benenson water color artist of campus, 2001 May

Scope and Content Note

4" x 6" color photographs

Box/Folder: 32 / 6

[School of Business Conference Photographs], 2004 September 07

Scope and Content Note

4" x 6" color photographs by Rodney Nakamoto.

Box/Folder: 32 / 7

BusinessLink event, 2004 September 10

Scope and Content Note

4" x 6" color photographs and negatives by Rodney Nakamoto.

Box/Folder: 32 / 8

University of San Diego Commencement Ceremony Jenny Craig Pavilion, 2001 May 27

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 / 9

[Print sheets Paula Cordero KIPJ], 2006 April

Scope and Content Note

Color and black and white copies.

Box/Folder: 32 /
10

Craig Pavilion Photographs, circa 1999

Scope and Content Note

8" x 10" photographs and negatives.

Box/Folder: 32 /
11

Jenny Craig Pavilion Site Dedication Ceremony, 1999 May 05

Scope and Content Note

4" x 6" color photographs.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
12

Jenny Craig Pavilion Topping Out Party USD/Capital Programs, 2000 February 11

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
13

Jenny Craig Pavilion Donor Preview Evening, 2000 October 04

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
14

Jenny Craig Pavilion Dedication Ceremony, 2000 October 05

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
15

Jenny Craig Pavilion Tip-Off Game, 2000 December 02

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
16

Degheri Dedication Sara Mulligan, 2004

Scope and Content Note

Print sheets of photographs contained on compact discs.

Processing/Project Information

Two compact discs removed from envelope and located with processed CDs:
usda2019024004-usda2019024005.

Box/Folder: 32 /
17

Desdemona Contact Sheets, 2004 October

Scope and Content Note

Photographs by Rodney Nakamoto.

Processing/Project Information

Includes compact disc. Materials have been copied from disc to preservation storage:
usda2019024027

Box/Folder: 32 /
18-19

USD Family Weekend Parent Relations, 1999 October 1-3

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
20

USD Family Weekend, 1999

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
21

USD Family Weekend Sophomore, Junior, Senior Parent Relations, 1999 October 15-17

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
22-24

Fall Family Weekend Mass, 2000 October 29

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
25

University of San Diego Fall Family Weekend Liturgy Jenny Craig Pavilion, 2001 November 04

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
26-27

Founders Chapel Alumni Mass, 1998 December 08

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
28

[Peace and Justice Building Event], circa 1999

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
29

Kroc Peace Building Slides, undated

Box/Folder: 32 /
30

University of San Diego Joan B. Kroc Institute for Peace and Justice, 2001 December 05

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 32 /
31

University of San Diego Joan B. Kroc Institute for Peace and Justice, 2001 December 06

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 33 /
1-4

Mail Center Negatives, 2003

Scope and Content Note

Photographs by Rodney Nakamoto.

Box/Folder: 33 / 5

Manchester 10th Anniversary Celebration, 1999

Scope and Content Note

Photographs and negatives.

Box/Folder: 33 / 6

Manchester Family and Child Development Center, circa 2001

Scope and Content Note

Photographs and negatives.

Box/Folder: 33 / 7

President's Dinner photographs, 2000 January 15

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Box/Folder: 33 / 8

USD President's Dinner, 2004 March 13

Scope and Content Note

Book of Print Sheets. Photographs by Gary Payne.

Box/Folder: 33 / 9

Rembrandt Reception, 2004 September 30

Scope and Content Note

Contact sheets and compact disc. Photographs by Rodney Nakamoto.

Processing/Project Information

Includes compact disc. Materials have been copied from disc to preservation storage: usda2019024028

Box/Folder: 33 /
10-11

SALLY Dedication, circa 1991

Scope and Content Note

4" x 6" color photographs.

Box/Folder: 33 /
12

University of San Diego Science Center Ground Breaking, 2001 May 29

Scope and Content Note

4" x 6" color photographs by Gary Payne. Compact disc also included

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Includes compact disc. Materials have been copied from disc to preservation storage: usda2019024031

Box/Folder: 33 /
13

Science Center Donor Preview and Signing, 2002 April 27

Scope and Content Note

4" x 6" color photographs by Gary Payne.

Processing/Project Information

Formerly housed in album. Photographs have been rehoused in archival envelopes with the order retained.

Box 33

Donald Shiley Tour, 2002

Scope and Content Note

[Compact disc containing photographs of the Shiley Science Center.]

Processing/Project Information

Content on discs has been transferred to preservation storage using Exactly. UID: usda2019024016.

Box/Folder: 33 /
14

Donald and Darlene Shiley, circa 2003

Scope and Content Note

Negatives and slides by Gary Payne.

Box/Folder: 33 /
15-16

Shiley Center Gala, 2003 June

Scope and Content Note

Negatives and print sheets by Rodney Nakamoto

Box/Folder: 33 /
17

Science Center Gala, 2003 June 28

Scope and Content Note

Book of Print Sheets. Photographs by Gary Payne.

Box/Folder: 33 /
18

[Group photographs for Shiley Science Center], undated

Scope and Content Note

Negatives

Box/Folder: 33 /
19

[Graduation contact sheets and negatives with Mary Lyons and The Shileys], undated

Box/Folder: 33 /
20-22

Shiley Center for Science and Technology Dedication Album, 2003

Scope and Content Note

4" x 6" color photographs.

Processing/Project Information

Formerly housed in albums. Photographs have been rehoused in archival envelopes with the order retained.

Box/Folder: 33 /
23

State of the University Luncheon, 2004 September 10

Scope and Content Note

4" x 6" color photographs and negatives.

Box/Folder: 33 /
24

USD Symphony Contact Sheets, 2003 June 28

Scope and Content Note

Print sheets by Rodney Nakamoto.

Processing/Project Information

Includes compact disc. Materials have been copied from disc to preservation storage:
usda2019024026

Box/Folder: 33 /
25

University Center Drawing Architects Mosher/Drew/Watson/Ferguson, undated

Box/Folder: 33 /
26

[Speakers including Dr. Hughes], undated

Scope and Content Note

4" x 6" color photographs and negatives.

Box/Folder: 33 /
27

[Assorted - slides and negatives of diploma on desk], undated

Box/Folder: 33 /
28

[Negatives - Staff with Handbooks], undated

Box/Folder: 33 /
29

[Assorted photographs including Kyoto Prize and Soccer Game], circa 2003

Processing/Project Information

Includes two compact discs. Materials have been copied from disc to preservation storage: usda2019024029-usda2019024030

Box/Folder: 33 /
30

[Assorted photographs and negatives including Alice Hayes President's Dinner, Donald and Darlene Shiley, and San Diego International Sports Counsel panel], undated

Box/Folder: 33 /
31

[Photographs of Individuals], 2006 February