**Language of Material:** English  
**Contributing Institution:** SJSU Special Collections & Archives  
**Title:** San Jose State College Academic Deans' Council Records  
**creator:** San Jose State College  
**Identifier/Call Number:** MSS.2009.03.08  
**Physical Description:** 2.0 boxes (2.5 linear feet)  
**Date (inclusive):** 1956-1964  
**Abstract:** The San Jose State College Academic Deans' Council Records (1956-1964) document the administrative responsibilities of the Academic Deans' Council. The records consist of new course proposals, council meeting minutes and agendas, curriculum reports, meeting minutes of the College Council, and by-laws for electing faculty representatives. The records also include correspondence from Dean Fred Harcleroad and department heads regarding changes to San Jose State College's curriculum and academic policies. This collection is arranged into one series: Series I. Administrative Files, 1956-1964.  
**Access**  
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**Preferred Citation**  
San Jose State College Academic Deans' Council Records, MSS-2009-03-08, San José State University Library Special Collections & Archives.  
**Processing History**  
**Project Information:**  
This finding aid was created as part of the Survey and Cataloging Project, a two-year San José State University Library grant project funded by the National Historical Publications and Records Commission. The project began in 2008. The Project Director is Danelle Moon. The Project Archivist is Erin Louthen.  
**Organizational History**  
In 1857 the San Francisco Board of Education established Minns' Evening Normal School for current and prospective teachers in the city. Named after its principal, George W. Minns, the institution was formally established as the first California State Normal School by the State Legislature in 1862. A decade later, the Legislature voted to move the Normal School to San José, and the school relocated to its new home on Washington Square prior to the fall term of 1872. After a fire destroyed the Normal School building in 1880, the Legislature authorized $200,000 to construct a new building on the same site. Completed in 1881, the building was commonly referred to as the Second State Normal School. After several names and curriculum changes, Minns' Normal School is now San José State University, offering more than 134 bachelor's and master's degrees with 110 concentrations, and is recognized as one of the top public universities granting such degrees in the West.  
The San Jose State College Academic Deans' Council was established to consider all matters pertaining to the academic programs of the college and to make recommendations to the President's Council regarding changes to curriculum and academic policy. The Academic Deans' Council is made up of college department heads, with the Dean of the College as the appointed chairman. All new course proposals are submitted to the Academic Deans’ Council for approval. The council is also responsible for making recommendations for committees such as the Accreditation Committee and the Commencement Committee.  
**Scope and Content**  
The San Jose State College Academic Deans' Council Records (1956-1964) document the administrative responsibilities of the Academic Deans' Council. The records consist of new course proposals, council meeting minutes and agendas, as well as curriculum reports, meeting minutes of the College Council, and by-laws for electing faculty representatives. In the
1950s and 1960s, San José State College enrollment increased rapidly and a flood of new course proposals were presented to the council to accommodate students' needs. As such, the records document whether new course proposals were approved or denied after consideration from the council. Deans' correspondence related to procedural and other administrative issues can also be found in this collection, such as correspondence from Dean Fred Harcleroad and department heads regarding changes to the curriculum and academic policies.

**Arrangement**

This collection is arranged into one series: Series I. Administrative Files, 1956-1964.

**Related Material**

San José State University Academic Senate Records, MSS-2009-03-07, San José State University Library Special Collections & Archives.

San José State University Dean of Academic Planning Records (1967-1980), MSS-2009-03-07, San José State University Library Special Collections & Archives.

San José State University Academic Council Records. MSS-2009-02-04, San José State University Library Special Collections & Archives.

**Bibliography**


**Subjects and Indexing Terms**

Education, Higher -- California -- San Jose

Deans (Education) -- California -- San Jose

College teachers -- California -- San Jose

Universities and colleges -- California -- San Jose -- Faculty

San Jose State College

San Jose State College

San José State College. Academic Deans' Council -- History

San José State University -- History

San José State University -- Faculty

San José State College. Academic Deans' Council -- Records and correspondence