Register of the Inez Richardson papers

Finding aid prepared by Beaudry Allen
Hoover Institution Archives
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Stanford, CA, 94305-6010
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Title: Inez Richardson papers
Date (inclusive): 1905-1963
Date (bulk): 1933-1958
Collection Number: XX001
Contributing Institution: Hoover Institution Archives
Language of Material: English
Physical Description: 25 manuscript boxes (10.4 linear feet)
Abstract: Correspondence, memoranda, reports, minutes, speeches and writings, photographs, and printed matter relating to international relations; education; the role of radio and television in education; the 1930 White House Conference on Child Health and Protection; American Higher Education conferences; Herbert Hoover; the administration of Stanford University and the Hoover Institution on War, Revolution and Peace; the Revolution and the Development of International Relations Project at the Hoover Institution; and the Stanford Listening Post and the Civil Affairs Training School at Stanford University during World War II.
Physical Location: Hoover Institution Archives
Creator: Richardson, Inez, d. 1965.
Access
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Publication Rights
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Preferred Citation
[Identification of item], Inez Richardson papers, [Box number], Hoover Institution Archives.
Acquisition Information
Acquired by the Hoover Institution Archives.
Accruals
Materials may have been added to the collection since this finding aid was prepared. To determine if this has occurred, find the collection in Stanford University's online catalog at http://searchworks.stanford.edu/. Materials have been added to the collection if the number of boxes listed in the online catalog is larger than the number of boxes listed in this finding aid.
Related Collection(s)
Tower of Peace radio broadcasts, Hoover Institution Archives
White House Conference on Child Health and Protection records, Hoover Institution Archives
Stanford Listening Post records, Hoover Institution Archives
Ray Lyman Wilbur papers, Hoover Institution Archives
Biographical Note
From the 1930s to the early 1960s, Inez Richardson worked for the Hoover Institution and Stanford University in a myriad of roles, from executive assistant, coordinator and liaison for foreign visitors to Stanford, and faculty member of the Radio-Television Institute, to director of the Stanford Listening Post. In addition, Richardson was an assistant to Stanford University president Ray Lyman Wilbur and curator of the Ray Lyman Wilbur collection on Social Problems at the Hoover Institution.
Scope and Content of Collection
The Inez Richardson papers document Richardson's career with the Hoover Institution and Stanford University. The collection consists of correspondence, memoranda, reports, speeches and writings, conference proceedings, photographs, notes, and printed matter. While the bulk of the collection details administrative aspects of Stanford University and the Hoover Institution, many of the files reflect Richardson's participation in and administration of many of the Hoover Institution's and Ray Lyman Wilbur's interests, including education, housing, healthcare, radio, and foreign relations. Also included are files related to Stanford University's participation in World War II with the Stanford Listening Post and CATS (Civil Affairs Training School), and the university's relationship with the Office of War Information.
Richardson's original order, file names, and cross references have been maintained.
### Subjects and Indexing Terms
- Hoover Institution on War, Revolution and Peace.
- Stanford University.
- International education.
- United States. Civil Affairs Training School, Stanford University.
- Radio in education.
- Television in education.
- International relations.
- Hoover, Herbert, 1874-1964.
- Stanford Listening Post.
- Radio broadcasting--East Asia.
- World War, 1939-1945--Propaganda.
- World War, 1939-1945--Occupied territories.
- Military government.
- Child welfare--United States.
- Child health services--United States.
- Elite (Social sciences)

### Career Subject File, 1933-1963

**Scope and Contents note**
Consists of reports, correspondence, programs, notes, drafts, photographs, and printed matter. Maintains the original alphabetical order designated by the creator.

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**Scope and Contents note**
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**General note**
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Scope and Contents note

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General note

See also: Asia Foundation.

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Scope and Contents note

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Scope and Contents note

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Scope and Contents note
Includes committee members and personnel records, general correspondence, reports, memoranda, and correspondence with George Hastings, Secretary to President Hoover. Richardson noted that these files are records collected after 1933, when the conference documents were transferred to the Hoover Library, and she has made annotations regarding where related documents may be found in the collection.

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Scope and Contents note
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**Scope and Contents note**

- Consists mainly of correspondence, notes, and printed matter for interdepartmental communication and planning regarding the administration, publicity, and courses of the Institution.

- Includes drafts, pamphlets, correspondence, and news clippings.
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Box/Folder 24:1  "A Decennial of Stanford Song," 1905

Stanford Listening Post and Office of War Information File, 1940-1950

Scope and Contents note
Consists of reports, administrative and interdepartmental documents, correspondence, project transcripts and lists, and broadcast notes regarding the establishment of the Stanford Listening Post, its transition to the Federal Communications Committee's (FCC) supervision from 1941 to 1943, and transmission of American broadcasts of the United States Office of War Information (OWI) to the Far East from 1942 to 1945.

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Scope and Contents note
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