Guide to the Stanford University, Controller's Office, Financial Records

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Stanford, California
October 2010
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Note
This encoded finding aid is compliant with Stanford EAD Best Practice Guidelines, Version 1.0.
Overview

Call Number: SC0100

Creator: Stanford University. Controller's Office.

Title: Stanford University, Controller's Office, financial records

Dates: 1909-1957

Physical Description: 3.5 Linear feet

Summary: Working copies of University budgets (1909-1918; 1945-1957); materials regarding salaries (working drafts and correspondence); and financial data from the late 1920's and early 1930's regarding Stanford University owned properties, primarily located on campus.

Language(s): The materials are in English.

Repository: Department of Special Collections and University Archives

Green Library
557 Escondido Mall
Stanford, CA 94305-6064
Email: specialcollections@stanford.edu
Phone: (650) 725-1022
URL: http://library.stanford.edu/spc

Administrative transfer, Controller's Office, 1972.

Information about Access

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Cite As

Stanford University, Controller's Office, Financial Records (SC0100). Department of Special Collections and University Archives, Stanford University Libraries, Stanford, Calif.

Description of the Collection

This collection of financial records includes departmental budgets with some annotations and correspondence, 1909-1921 and 1945-1957; salary rolls with correspondence and annotations, 1908-1915 and 1918-1921; and memoranda, balance sheets, and other materials pertaining to Stanford-owned properties, on campus and elsewhere, 1930-1934.

Access Terms

Stanford University. Controller's Office.
Campus Planning.
Universities and colleges--Administration.
Universities and colleges--Finance.

Box 1, Folder 1
Detailed record of departmental appropriates as prepared by the President and acted on by Board of Trustees, pages 1-80 1909-1910

Box 1, Folder 2
Detailed record of departmental appropriates as prepared by the President and acted on by Board of Trustees, pages 81-166 1909-1910

Box 1, Folder 3
Detailed record of departmental appropriates as prepared by the President and acted on by Board of Trustees, pages 167-end 1909-1910

Box 1, Folder 4
Recommendations and Estimates of Departmental Heads for 1911-1912

Box 1, Folder 5
Budget data 1912-1913

Box 1, Folder 6
Budget of President of the University for 1912-1913
Box 1, Folder 7  President's Budget ("no. 3168") 1913-1914
Box 1, Folder 8  Budget (1 of 2) 1913-1914
Box 1, Folder 1  Budget (2 of 2) 1913-1914
Box 2, Folder 2  Budget, departments by alpha: A-H 1914-1915
Box 2, Folder 3  Budget, departments by alpha: L-Z 1914-1915
Box 2, Folder 4  Budget data 1914-1915
Box 2, Folder 5  Budget 1915-1916
Box 2, Folder 6  Budget data departments by alpha: A-E 1917-1918
Box 2, Folder 7  Budget data departments by alpha: G-O 1917-1918
Box 2, Folder 8  Budget data departments by alpha: P-Z 1917-1918
Box 3, Folder 1  Budget (annotated) departments by alpha: A-E 1919-1920
Box 3, Folder 2  Budget (annotated) departments by alpha: G-P 19199-1920
Box 3, Folder 3  Budget (annotated) departments by alpha: R-Z 1919-1920
Box 3, Folder 4  Budget (annotated) Administrative units 1920-1921
Box 3, Folder 5  Budget (annotated) departments by alpha: A-L 1920-1921
Box 3, Folder 6  Budget (annotated) departments by alpha: M-Z 1920-1921
Box 3, Folder 7  Budget (annotated) Summaries, etc. 1920-1921
Box 3, Folder 8  President's Budget 1945-1946
Box 3, Folder 9  President's Office revised budget 1946-1947
Box 4, Folder 1  Budgeted salaries and expense as of Sept. 1, 1947
Box 4, Folder 2  Departmental Budget 1948-1949
Box 4, Folder 3  Departmental Budget (Budget Section) 1949-1950
Box 4, Folder 4  Departmental Budget 1950-1951
Box 4, Folder 5  Departmental Budget (General Fund Section) 1951-1952
Box 5, Folder 1  Departmental Budget (Budget Section) 1952-1953
Box 5, Folder 2  Departmental Budget 1953-1954
Box 5, Folder 3  Departmental Budget 1954-1955
Box 5, Folder 4  Departmental Budget 1955-1956
Box 5, Folder 5  Departmental Budget (Mr. Worley) 1956-1957
Box 6, Folder 1  Tentative salary roll 1908-1909
Box 6, Folder 2  Salary roll 1910-1911
Box 6, Folder 3  Salary roll 1911-1912
Box 6, Folder 4  Salary roll 1912-1913
Box 6, Folder 5  Salary roll 1913-1914
Box 6, Folder 6  Salary roll 1914-1915
Box 6, Folder 7  Salaries, miscellaneous data, survey, etc. 1913-1915
Box 6, Folder 8  Salary roll 1918-1919
Box 6, Folder 9  Salary roll 1919-1920
Box 6, Folder 10  Salary roll 1920-1921
Box 7, Folder 1  Miscellaneous memoranda re procedures for handling real estate finances 1930s
Box 7, Folder 2  Accounting instructions [correspondence re money owned Stanford University on leases, loans, etc.] 1931-1934
Box 7, Folder 3  Monthly balance sheets 1930-1931
Box 7, Folder 4  Monthly balance sheets 1932-1933
Box 7, Folder 5  Record of monthly notices [mailed to Stanford's debtors] 1934
Box 7, Folder 6  Trial balance sheets 1943-1934
Box 7, Folder 7  Interest accrual sheets [re mortgages held by Stanford] 1931-1934
Box 7, Folder 8  Financial data re Stanford university properties - faculty leases, Palo Alto Farm, sororities, etc. 1928-1929
Box 7, Folder 9  Data re campus residence and mortgages/loans 1930-1932
Box 7, Folder 10  Financial data re Stanford-owned, non-campus properties 1929-1934
Box 7, Folder 11  Continuation certificates and Report to the Board 1934
Box 7, Folder 12  Trial balances 1934