Los Angeles Medical Department. Records. 1885-1952.

Finding aid prepared by University Archives staff, 1996 September; finding aid revised by Katharine A. Lawrie, 2014 October; machine-readable finding aid created by Katharine A. Lawrie, 2014 October.

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Title: Los Angeles Medical Department. Records.
Identifier/Call Number: University Archives Record Series 17
Contributing Institution: UCLA Library Special Collections
Language of Material: English
Physical Description: 5.6 linear ft.(4 boxes, 7 oversize boxes)
Date: 1885-1952
Abstract: Record Series 17 contains records generated by the Los Angeles Medical Department, both before and during its affiliation with the University of California.
Creator: University of California (1868-1952). Los Angeles Medical Department.
Access
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[Identification of item], Los Angeles Medical Department. Records (University Archives Record Series 17). UCLA Library Special Collections, University Archives.
Historical note
The Los Angeles Medical Department was founded in 1885 as the University of Southern California College of Medicine. In 1909, the college separated from USC to join the University of California, becoming the Los Angeles Medical Department, which would continue to provide medical education in Southern California through the spring of 1952.
Scope and Content
Record Series 17 contains records generated by the Los Angeles Medical Department, both before and during its affiliation with the University of California. Files include correspondence, meeting minutes, financial records, student records, printing plates, and ledgers of student and financial records.
This is an inactive record series; no additional University records are expected to be added.

UCLA Catalog Record ID
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Box 1, Folders 1-2
Correspondence of the Deans. 1895-1938.

Box 1, Folder 3
Minutes of Educational Committee meetings. 1905-1914.

Box 1, Folder 4
Minutes of committee meetings. 1885, 1908-1914.

Box 1, Folder 5

Box 2, Folder 1
Scrapbook regarding the establishment and building of Los Angeles Medical Department facilities. 1910-1911.

Box 2, Folder 2
Student records - biographical data. Circa 1907.

Box 2, Folder 3
Student records - correspondence. 1893-1910.

Box 2, Folder 4
Student records - grades. 1907-1914.

Box 2, Folder 5
Student records - matriculation cards and lists. Circa 1907-1912.

Box 3
Printing plates. Undated.
Scope and Content
Box 3 contains 35 printing plates (primarily copper-engraved plates) matching images used in proposals for the establishment of the Los Angeles Medical Department as a component of the University of California. These plates may have been used in the printing of such proposals and related materials.
Box 4  **Monthly Time Books. 1914-1949.**  
Scope and Content  
Box 4 contains 5 ledgers containing records of time worked by faculty and staff of the Los Angeles Medical Department.

Box 5  **Ledger - "Receipts and expenses - itemized ledger of College income - Book II." 1899-1915.**

Box 6  **Ledgers - two financial "accession books." 1931-1943, 1943-1946.**

Box 7  **Ledgers - "Scholastic records of students - Book I" (1896-1914) and financial ledger (1946-1952). 1896-1914, 1938-1952.**  
Scope and Contents note  
Financial ledger includes "Annual report to Mr. George F. Taylor on handling and depositing of cash" (1938-1940) and financial notes (1952) in flap on front cover.

Box 8  **Ledger - "Individual financial accounts of students - Book III." 1888-1913.**

Box 9  **Ledgers - "Students Registration Book" (1890-1949) and "Students Record - B" (1888-1897). 1888-1949.**

Box 10  **Ledger - financial records. 1900-1930.**  
Scope and Contents note  
Box 10 includes a ledger of financial records (1900-1915) which includes in an envelope on the inside front cover: statements of accounts dating 1919-1930 and the 20th Annual Report of the Barlow Medical Library for the year 1927 (dated 1928).

Box 11  **Ledger - "Day Book - B" (financial records). 1894-1949.**