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UCLA Library Special Collections
Room A1713, Charles E. Young Research Library
Box 951575
Los Angeles, CA, 90095-1575
(310) 825-4988
spec-coll@library.ucla.edu
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Title: Public Information Office. Press Releases.
Identifier/Call Number: University Archives Record Series 29
Contributing Institution: UCLA Library Special Collections
Language of Material: English
Physical Description: 14.4 linear ft.(36 boxes)
Abstract: Record Series 29 contains press releases, news digests, media tips, University Communications phone rosters, and publications such as UCLA Today and departmental newsletters. Press releases represent the bulk of the collection.
Creator: Public Information Office
Access
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Preferred Citation
[Identification of item], Public Information Office. Press Releases (University Archives Record Series 29). UCLA Library Special Collections, University Archives.
Historical Note
The Public Information Office at the University of California, Los Angeles served as the primary contact point for members of the media. Among its functions was the creation and distribution of press releases announcing campus events and news items.
In July of 1999, the Public Information Office became the Office of Media Relations (OMR). The OMR, a unit of University Communications within External Affairs, utilizes the news media to advance and promote UCLA's mission of research, teaching and public service and protect its reputation. The OMR is clearinghouse for journalists seeking information about UCLA. It provides strategic counsel to the Chancellor's Office and units across campus regarding responses to inquiries from journalists and proactively placing stories in various news media. In addition to writing and distributing news releases about faculty research, campus events and activities, OMR also edits, distributes and posts news releases written by representatives of the 11 professional schools and other campus units and operates a web site where news releases and other information are posted. In January 2006, the Office of Media Relations was reorganized to include two media relations officers who promote the research of UCLA College of Letters & Science faculty and were previously part of College Communications. OMR collaborates with other University Communications units to promote UCLA in internal news media such as the main web site (www.ucla.edu) and electronic and print editions of the faculty and staff newspaper UCLA Today and UCLA Magazine.
Information about the Office of Media Relations was provided by the Office of Media Relations in June 2007.
Scope and Content
Record Series 29 contains press releases, news digests, media tips, University Communications phone rosters, and publications such as UCLA Today and departmental newsletters. Press releases represent the bulk of the collection.
News digests are collections of news items published about UCLA. Media tips are story ideas from the Office of Media Relations.
Folders and boxes are arranged chronologically, although individual items within the folders may not be in chronological order.
This is an active record series; additional University records are expected to be added.
UCLA Catalog Record ID
UCLA Catalog Record ID: 3521221

Box 7
Extent: 4 folders
<table>
<thead>
<tr>
<th>Box</th>
<th>Press Releases</th>
<th>Dates</th>
<th>Extent</th>
<th>Scope and Contents note</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Press Releases</td>
<td>1986 Apr 29-1986 Oct 15.</td>
<td>4 folders</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Press Releases</td>
<td>1986 Oct 16-1987 Apr 02.</td>
<td>4 folders</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Press Releases</td>
<td>1988 May 02-1988 Nov 30.</td>
<td>5 folders</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Press Releases</td>
<td>1988 Dec 02-1989 Apr 27/</td>
<td>5 folders</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Press Releases</td>
<td>1990 May 01-1990 Dec 27.</td>
<td>10 folders</td>
<td>Also includes News Digest from May to November 1990.</td>
</tr>
</tbody>
</table>
Box 21  
**Press Releases. 1992 Nov 02-1993 Apr 30.**  
Extent: 9 folders  
Scope and Contents note  
Also includes News Digest from January to April 1993.

Box 22  
**Press Releases. 1993 May 03-1993 Nov 30.**  
Extent: 10 folders  
Scope and Contents note  
Also includes News Digest from June to July and September and November of 1993.

Box 23  
**Press Releases. 1993 Dec 02-1994 May 31.**  
Extent: 10 folders  
Scope and Contents note  
This box also includes related publications: UC Focus and News Digest (December 1993, January 1994, March and May 1994).

Box 24  
Extent: 8 folders  
Scope and Contents note  
This box also includes related publications: UC Focus, UCLA - Center for the Performing Arts, News Digest (June-August 1994, October 1994).

Box 25  
**Press Releases. 1994 Nov 01-1995 Jun 30.**  
Extent: 8 folders  
Scope and Contents note  
This box also includes related publications: UC Focus, UCLA - Center for the Performing Arts, UCLA Today.

Box 26  
**Press Releases. 1995 Jul 06-1996 Mar 29.**  
Extent: 9 folders  
Scope and Contents note  
This box also includes related publications: UCLA - Center for the Performing Arts, UCLA School of the Arts and Architecture, UCLA Today.

Box 27  
**Press Releases. 1996 Apr 01-1996 Nov 27.**  
Extent: 8 folders  
Scope and Contents note  
This box also includes related publications: Integrated Manufacturing Engineering - UCLA School of Engineering and Applied Science, UCLA - Center for the Performing Arts, UCLA Dentistry Magazine, UCLA Law, UCLA School of the Arts and Architecture.

Box 28  
**Press Releases. 1996 Dec 02-1997 Jul 29.**  
Extent: 8 folders  
Scope and Contents note  
This box also includes related publications: Ingeniare, Point of View, UCLA - Center for the Performing Arts, UCLA Law.

Box 29  
**Press Releases. 1997 Aug 01-1998 Apr 28.**  
Extent: 9 folders  
Scope and Contents note  
This box also includes related publications: Point of View, UCLA Theater.
Box 30  **Press Releases. 1998 May 01-1999 Feb 26.**
   Extent: 10 folders
   Scope and Contents note
   This box also includes related publications: Arts and Architecture at UCLA, President's Report, UCLA Today.

Box 31  **Press Releases. 1999 Mar 04-1999 Dec 30.**
   Extent: 10 folders

Box 32  **Press Releases. 2000 Jan 06-2000 Aug 28.**
   Extent: 8 folders
   Scope and Contents note
   This box also includes related publications: UCLA Arts, UCLA Today.

Box 33  **Press Releases. 2000 Sep 03-2001 Apr 28.**
   Extent: 8 folders
   Scope and Contents note
   This box also includes related publications: UCLA Today.

Box 34  **Press Releases. 2001 May 01-2002 Jan 31.**
   Extent: 9 folders
   Scope and Contents note
   This box also includes related publications: UCLA Today.

Box 35  **Press Releases. 2002 Feb 01-2002 Oct 31.**
   Extent: 9 folders
   Scope and Contents note
   This box also includes related publications: re:Building, UCLA Magazine, UCLA Today.

Box 36  **Press Releases. 2002 Nov 03-2003 Aug 29.**
   Extent: 10 folders
   Scope and Contents note
   This box also includes related publications: UCLA Magazine.

Box 37  **Press Releases. 2003 Sep 03-2004 Mar 31.**
   Extent: 7 folders

Box 38  **Press Releases. 2004 Apr 01-2004 Dec 28.**
   Extent: 9 folders

Box 39  **Press Releases. 2005 Jan 03-2005 Sep 30.**
   Extent: 9 folders

Box 40  **Press Releases. 2005 Oct 03-2006 May 31.**
   Extent: 8 folders

Box 41  **Press Releases. 2006 Jun 01-2007 Jan 31.**
   Extent: 8 folders

Box 42  **Press Releases. 2007 Feb 03-2007 Oct 13.**
   Extent: 9 folders
Finding Aid for the Public
Information Office. Press