Title: College of Letters and Science. Administrative files of Helen Astin.
Identifier/Call Number: University Archives Record Series 629
Contributing Institution: UCLA Library Special Collections
Language of Material: English
Physical Description: 0.8 linear ft. (2 boxes)
Date: 1983-1987
Abstract: Record Series 629 contains the administrative files of Helen Astin, Associate Provost of the College of Letters and Science at the University of California, Los Angeles.
Access
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Preferred Citation
[Identification of item], College of Letters and Science. Administrative files of Helen Astin (University Archives Record Series 629). UCLA Library Special Collections, University Archives.
Historical note
UCLA’s College of Letters and Science was founded in 1919 with the founding of the Southern Branch of the University of California, later the University of California, Los Angeles. The College contains the Division of Humanities, Division of Life Sciences, Division of Physical Sciences, and Division of Social Sciences. Originating as the university’s general undergraduate program, the College represents the bulk of UCLA’s student body.
Dr. Helen Astin served as Associate Provost of the College of Letters and Science at UCLA from 1983 to 1987. Additionally, Dr. Astin co-founded the UCLA Center for the Study of Women in 1989 and serves as founding director of the Higher Education Research Institute at UCLA. She holds the title of Distinguished Professor Emerita at UCLA’s Graduate School of Education and Information Studies.
Scope and Content
Record Series 629 contains the administrative files of Helen Astin, Associate Provost of the College of Letters and Science at the University of California, Los Angeles. Files regard the operations and management of divisions, offices, councils, committees, and curriculum at the College of Letters and Science. Materials include correspondence, memos, agendas, minutes, reports, and other operational documents.
This is an inactive record series; no additional University records are expected to be added.
UCLA Catalog Record ID
UCLA Catalog Record ID: 3466818

Box 1, Folder 1 Academic Operations Committee for Student Athletes. 1983-1986.
Box 1, Folder 3 Advisory Council on Undergraduate Education. 1985-1986.
Box 1, Folder 4 Athletic Operations Committee for Student Athletes (AOCSA). 1983-1986.
Box 1, Folder 5 Committee meetings (assorted). 1983-1984.
Box 1, Folder 6 Counseling. 1986.
Box 1, Folder 7 Committee memberships. 1984-1985.
Box 1, Folder 8 Desdemona file. 1985-1986.
Scope and Contents note
Contains correspondence with Desdemona Cardoza.

Box 1, Folder 9 Executive Review (original). 1984 Mar.
Box 1, Folder 10 Forming a Diagnostic Center. 1983-1984.
Box 2, Folder 1 Freshman seminars. 1984-1987.
Box 2, Folder 4  Large lower division classes. 1983-1984.
Box 2, Folder 5  Liberal arts forum. 1984.
Box 2, Folder 6  Life Science Division. 1984.
Box 2, Folder 7  PR for Undergraduate Programs and Services Division. 1984-1985.
Box 2, Folder 9  Rules Deregulation report. 1986.
Box 2, Folder 10  Student Research Program. 1985.
Box 2, Folder 11  Undergraduate Assessment Project. n.d.
Box 2, Folder 12  Undergraduate Programs and Services. 1984-1985.
Box 2, Folder 13  Undergraduate Programs and Services (Advisory Committee) - memos and correspondence. 1983-1985.
Box 2, Folder 14  Undergraduate Programs and Services (Advisory Committee) - minutes and agendas. 1984.