Register of the Sigma Theta Tau. Alpha Eta Chapter Records, 1961-

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Note
History --History, California --GeneralBiological and Medical Sciences --General
Register of the Sigma Theta Tau. Alpha Eta Chapter Records, 1961-

Collection number: AR 82-28

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Descriptive Summary
Title: Sigma Theta Tau. Alpha Eta Chapter Records,
Date (inclusive): 1961-
Collection number: AR 82-28
Creator: Sigma Theta Tau. Alpha Eta Chapter
Extent: Number of containers: 2 cartons (77 folders)
Repository: University of California, San Francisco. Library. Archives and Special Collections.
San Francisco, California 94143-0840
Shelf location: For current information on the location of these materials, please consult the Library's online catalog.
Language: English.
Provenance
Received from A. Politeo, 10/80, and subsequently.
Access
Collection is open for research.
Preferred Citation
[Identification of item], Sigma Theta Tau. Alpha Eta Chapter Records, AR 82-28, Archives & Special Collections, UCSF Library & CKM
Abstract
Includes correspondence, reports, minutes, notes, meeting information, publications, forms, and financial documents relating to the organization and activities of the Alpha Eta chapter at UCSF. Folder 25 includes a magnetic data card.
Administrative History
Sigma Theta Tau is an international nursing honor society organized at Indiana University in 1922. It is a member organization of the Association of College Honor Societies. The Alpha Eta Chapter was chartered on the University of California San Francisco campus in April 1964. Its purposes are to foster high professional standards, to encourage creative
work, to promote the maximum development of the individual, and to strengthen commitment to the ideals and purposes of the profession of nursing. A major focus since the late 1970s has been support of research through consultation (assistance to members engaged in research planning, writing a proposal or analysis of data) and financial assistance (administration of small grants through a research fund). The Alpha Eta Chapter also sponsors programs, conferences and an annual award (the Margretta M. Styles Chapter Award), and distributes a newsletter three times a year. Invitation to membership is extended to students and other members of the nursing community who have demonstrated qualities of scholarship, leadership and a capacity for professional growth.

**Series I. Chapter Founding**

Carton Carton 1, Folder 1. Founding correspondence, 1961
Folder 2. New chapter procedures, constitution, letters of congratulation
Folder 3. UCSF campus regulations for student organizations; UC letter of official recognition
Folder 6. History of Sigma Theta Tau and Alpha Eta Chapter 1966, 1991

**Series II. Chapter Executive Committee**

Carton Carton 1, Folder 7. Executive Committee minutes 1964-1975
Folder 8. Executive Committee minutes 1976-1978
Folder 9. Executive Committee business (includes minutes) 1972-1975
Folder 10. Executive Committee business (includes minutes) 1976
Folder 11. Executive Committee minutes 1979-1985
Folder 12. Executive Committee minutes 1985-1987

**Series III. Chapter Documents**

Folder 14. Correspondence files, President & Vice-President 1964-1978
Folder 15. Correspondence files, Corresponding Secretary 1973-1976
Folder 16. Chapter guidelines sections, Sigma Theta Tau handbook 1961-1972
Folder 17. Chapter copy, Sigma Theta Tau procedures manual 1973, 1975
Folder 18. Chapter officer's handbook 1975-1981 (binder contents; includes national and chapter materials)
Folder 22. Chapter materials for national annual report 1973-1978

**Series IV. Officers**

Folder 27. Chapter officers' functions: Vice President (n.d.), Treasurer (1965-1966), Recording Secretary (1976), all officers & committees 1992-1993
Folder 28. Sample ballot for election of officers 1966-1967

**Series V. Committees**

Carton Carton 1, Folder 29. Eligibility committee 1965-1966, 1974-1977
Folder 30. Nomination review committee 1981
Series V. Committees

Folder 31. Initiation committee functions 1970
Folder 32. Program committee 1968-1975
Folder 33. Project committee 1965-1966, 1970
Folder 34. Research committee 1970
Folder 36. Publicity committee 1992
Folder 37. Long-range planning subcommittee 1994

Series VI. Financial Records

Folder 40. Ledger spreadsheets, receipts and disbursements 1972-1975
Folder 41. Requisition forms 1971-1974
Folder 42. Tax documents (federal & state) 1964-1970
Folder 43. Chapter finance policies 1992

Series VII. Membership

Carton Carton 1, Folder 44. Membership applications 1964-1965, 1968, 1975 RESTRICTED
Folder 45. Membership applications 1981 RESTRICTED
Folder 46. Membership applications 1981 RESTRICTED
Folder 47. Form: application for membership 1992 (early 1980s?)
Folder 49. New initiates roster 1976
Folder 52. Membership questionnaire 1970
Folder 53. Membership questionnaire 1974
Folder 54. Plan for recognition of long-term members 1989

Series VIII. Programs & Events

Carton Carton 2, Folder 55. Hassenplug appearance 1969
Folder 56. Program notices & texts 1965-1980
Folder 58. Programs sponsored by related organizations 1972, 1975
Folder 59. Culture and nursing care, UCSF Nursing Press publication sponsored by Alpha Eta Chapter 1996

Series IX. Publications

Folder 62. Newsletter 1984-1993

Series X. Sigma Theta Tau Materials

Carton Carton 2, Folder 63. General information: Association of College Honor Societies
Folder 64. General information: Sigma Theta Tau
Folder 65. Constitution and bylaws, 1962-1975
Folder 66. Summary minutes national council meetings, 1963-1973
Folder 68. Materials sent from national office, 1965-1975
Folder 69. Reports of national officers, biennial reports, 1963-1965
Folder 70. National convention/biennial meeting, 1965
Folder 71. Reports from biennial convention, 1967
Folder 72. Documents from biennial convention, 1969

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| Folder 73. | Documents from biennial convention, 1971 |
| Folder 74. | Documents from biennial convention, 1973 |
| Folder 75. | Documents from biennial convention, 1975 |
| Folder 76. | 23rd (1975) and 24th (1977) *Biennial Book of Reports* |