
**Finding Aid for the Political Science Department. Administrative Files of
Winston W. Crouch. 1933-1991; n.d.**

Finding aid prepared by University Archives staff, 1980 January; finding aid revised by Lizette Guerra, Norma Vega, 2005 April; Katharine A. Lawrie, 2013 February; machine-readable finding aid created by Katharine A. Lawrie, 2013 June.

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Title: Political Science Department. Administrative Files of Winston W. Crouch.

Identifier/Call Number: University Archives Record Series 257

Contributing Institution: UCLA Library Special Collections

Language of Material: English

Physical Description: 2.0 linear ft.(5 boxes)

Date: 1933-1991; n.d.

Abstract: Record Series 257 contains the administrative records of Winston Winford Crouch from the Department of Political Science at UCLA.

Creator: Political Science Department.

Access

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Preferred Citation

[Identification of item], Political Science Department. Administrative Files of Winston W. Crouch (University Archives Record Series 257). UCLA Library Special Collections, University Archives.

Historical note

Winston W. Crouch joined the faculty of the UCLA Political Science department in 1936. Crouch chaired the department from 1956-1959.

Scope and Content

Record Series 257 contains the administrative records of Winston Winford Crouch from the Department of Political Science at UCLA. Files include departmental administrative records such as directories, memos, newsletters, enrollment, graduate program reports, and faculty rosters. Also included are Master of Public Administration proposals, correspondence, minutes, committee reports, and records related to the Falk Foundation program of Training and Research in American Government and Politics.

This is an inactive record series; no additional University records are expected to be added.

UCLA Catalog Record ID

UCLA Catalog Record ID: [3520487](#)

Box 1, Folder 1	Departmental directories. 1960-1962.
Box 1, Folder 2	Departmental Executive Committee - memos. 1963.
Box 1, Folder 3	Departmental memos. 1948-1969.
Box 1, Folder 4	Departmental newsletter. 1981-1982.
Box 1, Folder 5	Enrollment. 1948-1964.
Box 1, Folder 6	Faculty rosters. 1957-1959.
Box 1, Folder 7	Falk Foundation Program of Training and Research in American Government and Politics. 1959.
Box 1, Folder 8	Graduate Program - reports. 1949-1952.
Box 1, Folder 9	Master of Public Administration (MPA) - Naval Ordinance Training Station. 1951-1954.
Box 1, Folder 10	MPA - proposals. 1949-1950.
Box 1, Folder 11	MPA Committee - correspondence. 1953-1962, n.d.
Box 1, Folder 12	MPA Committee - minutes, reports. 1955-1962.
Box 1, Folder 13	NDEA Fellowships. 1962.
Box 1, Folder 14	President's Statewide Non-Academic Personnel Committee. n.d.
Box 2, Folder 1	Political Science 185. 1975 Winter.

Scope and Contents note

Includes final exam answer key, roster, grades, notice to instructors, and syllabus.

Box 2, Folder 2	<p>Political Science 218A. 1966 Fall-1970 Fall. Scope and Contents note Includes syllabus, final examinations, and lecture outline.</p>
Box 2, Folder 3	<p>Political Science 184. 1949-1954. Scope and Contents note Includes reserve reading list, notes, study questions, and final exams.</p>
Box 2, Folder 4	<p>Political Science 181. 1947 Spring-1951. Scope and Contents note Includes Seating Chart, Reading outline, and finals.</p>
Box 2, Folder 5	<p>Political Science 171. 1953.</p>
Box 2, Folder 6	<p>Political Science 218. 1951-1953.</p>
Box 2, Folder 7	<p>Political Science 181. 1950-1951.</p>
Box 2, Folder 8	<p>Political Science 254. n.d. Scope and Contents note Includes Hearing Procedures in Public Personnel Administration (39 page paper), and class schedule.</p>
Box 2, Folder 9	<p>Political Science 262. 1950. Scope and Contents note Includes Class schedule, and student outlines (includes a voting guide).</p>
Box 2, Folder 10	<p>Academic Senate. 1964-1966. Scope and Contents note Includes University of California weekly bulletin; Annual Report Committee on Committees Los Angeles Division; University of California - Los Angeles Division, Academic Senate Town Meeting: minutes, Annual Reports; and University of California-Minutes: Academic Senate: Los Angeles Division.</p>
Box 2, Folder 11	<p>Academic Senate. 1951-1963. Scope and Contents note Includes Annual Report of the Committee on Committees, Report to Academic Senate, Academic Senate minutes with annotation, and correspondence.</p>
Box 2, Folder 12	<p>Draft: Manuscript for the Institute of Governmental Studies, U. C. B. n.d.</p>
Box 2, Folder 13	<p>Analysis of measures on the ballot. 1949 Nov 08-1952 Nov 04. Scope and Contents note Includes analysis prepared under a grant (30 pages), one typewritten copy and two bound reports.</p>
Box 2, Folder 14	<p>Political Science 228A. 1973 Winter-1975 Spring.</p>
Box 2, Folder 15	<p>Ford Project Executive Committee. 1957 Oct 11-12. Scope and Contents note Includes Report of the Executive Committee: California Conference on Metropolitan Affairs and a mimeograph copy of the report of the proceedings at the conference.</p>

Box 2, Folder 16	<p>Bound Reports, some annotated. 1936 Nov-1964.</p> <p>Scope and Contents note</p> <p>Includes Agricultural Cities: Paradoxes in Politics of a Metropolis, Tax Exemptions and Local Self Government, State Aid and Tax Limitation in California (two copies, reprints), The Future of Outdoor Recreation in Metropolitan Regions of the United States, A Directory of Social Science Research Organizations in Universities and Colleges, and The Work of Civil Service Commissions (Personnel Report).</p>
Box 2, Folder 17	<p>Questions-Public Administration. 1949.</p> <p>Scope and Contents note</p> <p>Includes exams.</p>
Box 2, Folder 18	<p>Faculty and Administrative records and reports. 1969-1975 Spring.</p> <p>Scope and Contents note</p> <p>Includes UCLA Schedule of Classes booklet, correspondence-reports discussed during faculty meeting, and faculty rosters.</p>
Box 2, Folder 19	<p>John C. Bollens Lecture Series Booklets.</p> <p>Scope and Contents note</p> <p>Includes booklets regarding state and local government and the formation of Los Angeles.</p>
Box 2, Folder 20	<p>Time Magazine. 1947 Oct 06.</p>
Box 3, Folder 1	<p>Committee on Committees. 1936-1952.</p> <p>Scope and Contents note</p> <p>Includes University of California Faculty Bulletins, Directories of Academic and Administrative Committees, Minutes, annotated worksheets of proposed personnel, confidential correspondence, list of necessary qualifications, nominations for committees, correspondence regarding appointment to committees, list of summer session classes, and Report of The Committee on Membership to the Academic Senate.</p>
Box 3, Folder 2	<p>Water Resources Center Summary Report. 1957-1962.</p>
Box 3, Folder 3	<p>Research Committee. 1952 Apr 25-1953 Mar 17.</p> <p>Scope and Contents note</p> <p>Includes Correspondence regarding reappointment to committee positions and minutes of the meetings of the Committee on Research.</p>
Box 3, Folder 4	<p>School of Architecture. 1957.</p> <p>Scope and Contents note</p> <p>Includes correspondence and reports of the Committee on Proposed School of Architecture.</p>
Box 3, Folder 5	<p>Senate Committees, etc. 1948 Apr 13-1952 Apr 07.</p> <p>Scope and Contents note</p> <p>Includes annotated agendas for the Meeting of the Faculty of the College of Letters and Science and Meetings of the Southern Section of the Academic Senate.</p>
Box 3, Folder 6	<p>Political Science 180. 1975 Spring.</p> <p>Scope and Contents note</p> <p>Includes annotated class roster, final exam, and syllabus.</p>

Box 3, Folder 7	<p>Political Science Departmental Rosters and other intra-campus materials. 1939-1988.</p> <p>Scope and Contents note</p> <p>Includes annotated directories of academic and administrative committees, Announcement of the Final Examination for the Degree of Doctor of Philosophy for Charles Kummer and George Durham, booklets for Graduate Studies in Political Science at UCLA, alumni directory, clipping of ranking of graduate departments of political science, salaries for professors, and Political Science Departmental rosters.</p>
Box 3, Folder 8 Box 3, Folder 9	<p>BGR Observer. 1957-1962.</p> <p>County Government in California. 1958.</p> <p>Scope and Contents note</p> <p>Includes one hardcover and one paperback copy (with a Winston W. Crouch nameplate), third edition.</p>
Box 3, Folder 10	<p>Public Administration Graduates. 1948.</p> <p>Scope and Contents note</p> <p>Includes handwritten notes and a typed list of graduates from 1936-1948 and their current positions.</p>
Box 3, Folder 11 Box 3, Folder 12	<p>Curriculum Vitae: Winston W. Crouch. Ca. 1991.</p> <p>Correspondence regarding positions and tributes and awards. 1962-1990.</p> <p>Scope and Contents note</p> <p>Includes correspondence regarding university professorship status, retirement from the Bureau of Governmental Research, appointment to the LA Community College district Personnel Commission, an annotated University Bulletin, and tributes. Also, papers regarding a grant, awards, an invitation to a conference, and a letter from Edmund Brown, governor of California.</p>
Box 3, Folder 13	<p>Correspondence regarding committees and faculty appointments. 1951 Oct 31-1960 Apr 25.</p> <p>Scope and Contents note</p> <p>Regards the Steering Committee, appointment to Chairman of the Department of Political Science, Committee on Research in Air Pollution, Institute of Industrial Relations-Coordinating Committee, and the Statewide Committee on Urban Extension.</p>
Box 3, Folder 14	<p>Bureau of Government Research: grants, correspondence, reports. 1954 Mar 02-1962 Apr 18.</p> <p>Scope and Content</p> <p>Includes Autograph recording titled "Bureau History: Former Staff Biographies."</p>
Box 3, Folder 15	<p>Bureau of Government Research: Correspondence and Reports. 1949 Nov 15-1962 Apr 18.</p> <p>Scope and Contents note</p> <p>Includes report "Research in Metropolitan Affairs" and correspondence regarding the University- Federal Agency Conference on Career Development.</p>
Box 3, Folder 16	<p>Political Science 228E. 1973-1975.</p> <p>Scope and Contents note</p> <p>Includes mimeograph copies of syllabus and class roster.</p>
Box 3, Folder 17	<p>Departmental Meetings. 1956-1959.</p> <p>Scope and Contents note</p> <p>Includes correspondence, minutes, agendas, and reports.</p>

Box 3, Folder 18	<p>Political Science 3A, 3B, and 34. 1936-1940. Scope and Contents note Includes Syllabus, final, and class plans.</p>
Box 3, Folder 19	<p>Political Science 182. 1933-1939. Scope and Contents note Includes notices of lecture topics and reading assignments, and final examinations.</p>
Box 3, Folder 20	<p>Degree Committees: Ph.D., Ed.D., M. A. - completed. 1939-1966. Scope and Contents note Includes announcements for final examinations for doctorates, committee appointments, requirements and directions for masters and theses.</p>
Box 3, Folder 21 Box 3, Folder 22	<p>Political Science 172. 1951-1954 . Political Science 228E. 1975. Scope and Contents note Includes UCLA Schedule of Classes, class roster, and mimeograph syllabus.</p>
Box 3, Folder 23 Box 4 Box 4 Box 4 Box 4 Box 4 Box 4 Box 4 Box 4	<p>Political Science 228E. 1973 Winter-1975 Winter. Bound Report: Teacher-Employer Relations. 1962 Jun. Book: Intergovernmental Relations. 1954. Book: Your California Governments in Action. 1960. Book: Sanitation Administration in the Los Angeles Metropolitan Area. 1952. Book: Sanitation and Health. 1952. Book: How the Cities Grew. 1952. Booklet: The City of Los Angeles: The First 100 Years. 1950. Book: Intergovernmental Co-operation in Recreation Administration in the Los Angeles Area. 1954.</p>
Box 4	<p>Booklets: Study of Voting Splits on City Councils in Los Angeles County (two copies). 1960.</p>
Box 4 Box 4 Box 4, Folder 1	<p>Booklet: Tax Exemptions and Local Self Government. 1958. Book: City Council Organization and Procedures in Los Angeles County. 1955. Chairman. 1956. Scope and Contents note Includes correspondence and ephemera regarding faculty professorship track and salary scale.</p>
Box 4, Folder 2	<p>Political Science 218. 1964 Fall. Scope and Contents note Includes topic outline, bibliography, and discussion questions for the entire class, annotated "FILE COPY."</p>
Box 4, Folder 3	<p>Political Science S158. n.d. Scope and Contents note Includes reading list and outline.</p>
Box 4, Folder 4	<p>Metro. Project, Haynes. 1955-1959. Scope and Contents note Includes correspondence regarding grants and research.</p>
Box 4, Folder 5	<p>Haynes Foundation Grant - "Employer-Employee Relations in State & Local Governments in California." 1961. Scope and Contents note Includes correspondence.</p>

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- Box 4 **Booklet: The John Randolph Haynes and Dora Haynes Foundation: General Purposes and Program (orange cover and white cover).**
- Box 4 **Booklet: The John Randolph Haynes Foundation: Declaration of Trust. 1934.**
- Box 4, Folder 6 **Coordinating Board Water Resources Center. 1957-1958.**
- Scope and Contents note**
- Includes correspondence.
- Box 4 **Bound Report: Local Planning Research. 1956.**
- Box 4, Folder 7 **Departmental Personnel. 1964-1965.**
- Scope and Contents note**
- Includes course enrollment figures, administrative appointments, candidates for job placement, and recruitment prospects.
- Box 4, Folder 8 **Political Science 218A. 1969-1970.**
- Scope and Contents note**
- Includes annotated ephemera (possibly student's paper) with unrelated handwritten notes on the back.
- Box 4, Folder 9 **Municipal Utilities. 1936-1940.**
- Scope and Contents note**
- Includes pamphlet: The Development of the Tennessee Valley, Department of Water and Power bulletins (leaflets) and clipping.
- Box 4, Folder 10 **Non-Academic Personnel Committee. 1958-1959.**
- Scope and Contents note**
- Includes correspondence and confidential report "Personnel Administration at the University of California."
- Box 5 **Booklet: University of California All-University Faculty Conference Proceedings: Index. n.d.**
- Box 5 **Booklet: The Entering Undergraduate Student: Changes and Education Implications. n.d.**
- Box 5 **Booklet: Applied and Public Service Research in the University of California. n.d.**
- Box 5 **Booklet: The University in the Seventies: The Impacts of Changing Circumstances. n.d.**
- Box 5 **Booklet: The Future of Graduate and Professional Education in the University. n.d.**
- Box 5 **Booklet: Problems and Opportunities of the Extended University. n.d.**
- Box 5 **Booklet: The Function of the Upper Division in the University. n.d.**
- Box 5 **Booklet: Applied and Public Service Research in the University of California. n.d.**
- Box 5 **Booklet: The Faculty and Educational Policies of the University. n.d.**
- Box 5 **Booklet: The University in a Period of Growth. n.d.**
- Box 5 **Booklet: New and Continuing Problems in an Expanding University. n.d.**
- Box 5 **Booklet: The Student and the Quality of His Intellectual Environment in the University. n.d.**
- Box 5 **Booklet: Undergraduate Education and Its Relation to High School and Junior College. n.d.**
- Box 5 **Booklet: The University of California 1944-64-84: Responses and Responsibilities. n.d.**
- Box 5 **Booklet: Undergraduate Education in the University of California. n.d.**
- Box 5, Folder 1 **Conference on Graduate Education for Public Administration at Lake Arrowhead. 1960-1962.**
- Scope and Contents note**
- Includes report on the conference, schedule, and annotated reports.
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Box 5, Folder 2

Conference of Directors of University Bureaus of Governmental Research. n.d.

Scope and Contents note

Includes correspondence, report "The General Status of Research in Metropolitan Areas," and ephemera.

Box 5, Folder 3

Unified Tenure Committee Report. ca. 1953.

Box 5, Folder 4

Irvine Project. 1962-1963.

Scope and Contents note

Includes correspondence regarding special legislation project.