

# Guide to the Millicent Carey McIntosh Papers BC02.05

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English  
Describing Archives: A Content Standard

Barnard Archives and Special Collections

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New York, NY 10027

[archives@barnard.edu](mailto:archives@barnard.edu)

URL: <http://archives.barnard.edu/>

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## Summary Information

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<b>Repository:</b>	Barnard Archives and Special Collections
<b>Source:</b>	McIntosh, Millicent C.
<b>Creator:</b>	McIntosh, Millicent C.
<b>Title:</b>	Millicent Carey McIntosh Papers
<b>ID:</b>	BC02.05
<b>ID [aspace_uri]:</b>	/repositories/2/resources/335
<b>Date [inclusive]:</b>	1921-1998
<b>Physical Description:</b>	10.88 Linear Feet 23 boxes, 1 half document box, and 2 oversize boxes, 2 oversize items
<b>Physical Location:</b>	This collection is located in the Barnard Archives and Special Collections, Barnard Library. To use this collection, please contact the Barnard Archives and Special Collections at 212.854.4079 or archives@barnard.edu.
<b>Language of the Material:</b>	English .
<b>Abstract:</b>	The collection consists of material relating to both McIntosh's professional activities and her personal life. Items include correspondence and memoranda, addresses and speeches, articles, subject files, research files, clippings, printed matter, photographs, biographical material, and memorabilia of Millicent Carey McIntosh, the fourth Dean and first President of Barnard College.

### Preferred Citation

Millicent Carey McIntosh Papers, 1921-1998; Box and Folder; Barnard Archives and Special Collections, Barnard Library, Barnard College.

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## Biography

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Millicent Carey McIntosh was Dean of Barnard from 1947-1952. The title was changed to President in that year and she served as President from 1952-1962.

Married to pediatrician Dr. Rustin McIntosh and mother of four sons and one daughter, McIntosh was the first Dean of the Seven Sisters Colleges to be both a wife and a mother. A graduate and later a teacher and Acting Dean of Bryn Mawr, McIntosh received her PhD in English from Johns Hopkins and served as the head of the Brearly School for Girls for 17 years from 1930 to 1947. In her tenure at Barnard, she took on the monumental task of procuring greater funding so that Barnard could renovate and increase space and salaries. She initiated Operation Bootstrap, a development fund campaign that, with help from donors like John D. Rockefeller and Barnard alumnae, raised \$1.7 million for the remodeling of Milbank Hall, which included the addition of the Minor Latham Playhouse in 1953; the building of Lehman Hall in 1959, with its library and classrooms; and the construction of Reid Hall in September 1961. McIntosh was also instrumental in centralizing all gifts to Barnard through The Barnard Fund and in forming the first long-range development plans of the College. She worked well with successive Columbia presidents Dwight Eisenhower and Grayson Kirk, and advocated strongly for greater cooperation with Columbia in a way that allowed Barnard to maintain its integrity and independence.

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## Collection Scope and Content Summary

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The collection consists of material relating to both McIntosh's professional activities and her personal life. Items include correspondence and memoranda, addresses and speeches, articles, subject files, research files, clippings, printed matter, photographs, biographical material, and memorabilia. Material relating to McIntosh's time at Barnard College include correspondence with Barnard College faculty, students, and alumnae; Barnard College Presidents and Acting Presidents Henry A. Boorse, Rosemary Park, Martha Peterson, LeRoy C. Breunig, and Jacquelyn Mattfeld; Columbia University Presidents Dwight D. Eisenhower, and Grayson Kirk; and others.

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## Collection Arrangement

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This collection had been arranged in two series, each of which has been further arranged into four subseries.

### Series 1, Professional Activities, 1925-1993

Subseries 1.1, Correspondence, Memoranda, and Administrative Records, 1935-1993

Subseries 1.2, Speeches and Articles, 1925-1978

Subseries 1.3, Subject Files and Printed Matter, 1940s-1988

Subseries 1.4, Photographs, 1950s-1990s

### Series 2, Personal and Family Material, 1921-1998

Subseries 2.1, Correspondence, 1921-1990s

Subseries 2.2, Awards, Celebrations, and Memorabilia, 1910s-1998

Subseries 2.3, Biographical, 1965-1986

Subseries 2.4, Financial Documents, 1971-1988

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## Administrative Information

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### Publication Statement

Barnard Archives and Special Collections

3009 Broadway

New York, NY 10027

[archives@barnard.edu](mailto:archives@barnard.edu)

URL: <http://archives.barnard.edu/>

### Access

This collection has two restricted files in subseries 1.1.

### Publication Rights

Permission to publish material from the collection must be requested from the Barnard Archives and Special Collections. The Barnard Archives and Special Collections approves

permission to publish that which it physically owns; the responsibility to secure copyright permission rests with the patron.

## Reproduction Restrictions

Photocopies or scans may be made for research purposes.

## Acquisition Information

Gift of Cary McIntosh and Professor Joan M. Ferrante, 2007. Additional items accessioned between 1973 and 1979.

## Accruals

No additions are expected.

## Processing History

This collection was processed and the finding aid written by Hilary Price in June 2015.

Descriptive Rules Used: Finding aid adheres to that prescribed by Describing Archives: A Content Standard. Encoding: Machine readable finding aid encoded in EAD 2002.

Finding aid written in English.

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## Controlled Access Headings

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- College administrators
- Barnard College
- Scrapbooks
- Correspondence
- McIntosh, Millicent C.

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## Collection Inventory

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### Professional Activities, 1925-1993

Physical Description: 16 boxes

## Series Scope and Content Summary

This series contains material relating to McIntosh's professional activities and includes correspondence, memoranda, administrative records, speeches, articles, subject files, printed matter, and photographs.

### Access:

#### **Access**

The files "Student Probabtion" in box 4 and "Withdrawals" in box 5 are restricted (subseries 1.1).

## Correspondence, Memoranda, and Administrative Records, 1935-1993

Physical Description: 8 boxes

### Subseries Scope and Content Summary

This subseries contains primarily professional correspondence and memoranda created over the course of McIntosh's career at Bryn Mawr College, The Brearley School, Barnard College, Kirkland College, and a number of other schools and organizations with which she was affiliated. The subseries also contains records from these schools and organizations including reports and policies. While subject files and printed matter comprise its own subseries, when this material was found with correspondence, memoranda, and administrative papers, it has remained integrated.

### Access:

#### **Access**

The files "Student Probabtion" in box 4 and "Withdrawals" in box 5 are restricted.

<b>Title/Description</b>	<b>Instances</b>
Brearley College, recommendations, 1935	box 1
Correspondence, 1948-1983	box 1
Dean and President's Reports, 1948-1962	box 1
"Man and His World", Sex Education, Relationships, 1947-1950s	box 1
Faculty and Staff Lists and Memoranda, 1948-1950	box 1
Teaching for the Liberal Arts Graduate Conference, 1949	box 1
Academic Freedom, 1953-1964	box 1
Columbia Admissions and Degrees to Women, 1954	box 1
Correspondence, 1954-1969	box 2
Education file, 1956-1961	box 2
Information for new faculty, 1957-1959	box 2
Financing College, 1958-1959	box 2
Resumes, circa 1960s-circa 1970s	box 2
Admissions Office correspondence, 1960-1961	box 3

Alumnae and Associate Alumnae correspondence, 1960-1961	box 3
Invitations accepted, 1960-1961	box 3
Barnard Fund, 1960-1961	box 3
Barnard-Columbia trip to California, 1960-1961	box 3
Correspondence, 1960-1961	box 3
Parents Committee, 1960-1961	box 3
Dean of Students, 1960-1961	box 4
Gift Letters, 1960-1961	box 4
Medical Office, 1960-1961	box 4
Placement Office, 1960-1961	box 4
Registrar's Office, 1960-1961	box 4
Residence Halls, 1960-1961	box 4
Special Events, 1960-1961	box 4
Trustees, 1960-1961	box 4
Assemblies Committee, 1960-1961	box 4
Committee on Student Activities, 1960-1961	box 4
Thursday Noon Committee, 1960-1961	box 4
Vocational Conference Committee, 1960-1961	box 4
Student Probation, 1960-1961	box 4
<u>Access:</u>	
<b>Access</b>	
This file is restricted.	
Student Correspondence, 1960-1961	box 4
Student Events, 1960-1961	box 4
Transfer Students, 1960-1961	box 4
Student Refunds, 1960-1961	box 4
Representative Assembly, 1960-1961	box 4
Student Council, 1960-1961	box 5
Undergraduate Association, 1960-1961	box 5
Withdrawals, 1960-1961	box 5
<u>Access:</u>	



## Access

This file is restricted.

Honors & Awards, 1960-1961	box 5
Alumnae Advisory Center, 1960-1961	box 5
American Association of University Women, 1960-1961	box 5
Cos Club, 1960-1961	box 5
Hall of Fame, 1960-1961	box 5
Vocational Advisory Service, 1960-1961	box 5
Morningside Heights, Inc., 1960-1961	box 5
Morningside Gardens, 1960-1961	box 5
Correspondence with Academic Departments, 1960-1961	box 6
Coeducation, 1962-1968	box 7
Correspondence, 1962-1981	box 7
Bryn Mawr School, 1964-1974	box 7
Barnard College - Stahmer, Harold, 1965	box 7
Berkshire Community College, 1966-1967	box 7
Kirkland College materials, 1967-1978	box 7
Curtain Memorial Fund, 1967	box 7
Unrest on Campus, 1968	box 7
Bank Street College, 1968	box 7
Kirkland College materials, 1968-1977	box 8
Nightingale-Bamford School, members list, 1969	box 8
Board of Trustees organizational papers, 1970	box 8
Recommendations and Resumes, 1969-1983	box 8
Bryn Mawr, 1970s-1983	box 8
Barnard College, 1970s	box 8
CBS documents, circa 1970s	box 8
Cos Club, Public interests, 1971-1973	box 8
American Friends of Cambridge University, 1976	box 8
Berkshire Hopbrook, 1982	box 8
Correspondence, 1968-1993	box 8

## Speeches and Articles, 1925-1978

Physical Description: 7 boxes

### Subseries Scope and Content Summary

This subseries contains speeches, articles, and papers published by McIntosh. Also included in this subseries are materials used for research.

Title/Description	Instances
Bryn Mawr, draft speech, undated	box 9
Speech fragment, undated	box 9
Brearley College, alumnae event - speaker, 1925-1974	box 9
Speeches, 1931-1949	box 9
Speeches and research, 1947-1978	box 9
Speeches, 1947-1965	box 10
Speeches, 1949-1954	box 11
Printed Addresses, 1948-1958	box 12
Barnard College Talks and Articles to Bulletin, 1948-1959	box 12
Speeches, 1948-1949	box 12
Opening Convocation - Barnardiana, 1952-1963	box 12
Material for speeches, 1953-1963	box 13
Speeches, 1954-1962	box 14
Articles and statements, 1955-1966	box 14
Material for speeches, 1953-1962	box 14
Speeches, 1957-1963	box 15
Speeches to alumnae, 1957-1959	box 15
Separate education, circa 1960s	box 15
"Sex ethics", 1963	box 15

### Subject Files and Printed Matter, 1940s-1988

Physical Description: 1 box

### Subseries Scope and Content Summary

This subseries contains subject files and printed matter that was filed separate from the items in subseries 1.1 (Correspondence, Memoranda, and Administrative Records). Subjects include "sexual ethics", sex education, and issues in higher education. Printed matter includes newsletters, brochures, pamphlets, ephemera, sheet music, and news clippings.

Title/Description	Instances
Clippings on education of men, women, and leaders, 1940s-1960s	box 16

School brochures, 1960s-1970s	box 16
Barnard! Barnard! Sheet music, 1964	box 16
Catalyst Newsletter, 1969	box 16
Material on the Generations, Sex Education, Sex Ethics, 1960s-1970s	box 16
Carey Memorial Lecture, 1972-1988	box 16

## Photographs, circa 1950-circa 1990

Physical Description: 1 box

### Subseries Scope and Content Summary

This subseries consists of two small files of photographs. Several photographs document the celebration of the new Millicent McIntosh Center, where the Diana Center now stands. Other photographs depict McIntosh next to a portrait of herself. Unfortunately, information relating to the photographs is minimal.

box 16

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## Personal and Family Material, 1921-1998

Physical Description: 8 boxes

Language of the Material: English.

### Series Scope and Content Summary

This series contains material relating to McIntosh and her family, including personal correspondence, memorabilia, files relating to awards and celebrations, biographical material, and financial documents.

## Correspondence, 1921-1990s

Physical Description: 2 boxes

### Subseries Scope and Content Summary

This subseries contains correspondence from McIntosh's travel abroad (1921-1932) and christmas cards sent and received. Christmas cards sent by McIntosh usually include a lengthy update about the year's events and a photograph.

Title/Description	Instances
Correspondence from Abroad, 1921-1932	box 17
Christmas Cards, 1960s-1990s	box 18
M. Carey Thomas biography, 1975	box 18

## Awards, Celebrations, and Memorabilia, 1910s-1998

Physical Description: 3 boxes

### Subseries Scope and Content Summary

This subseries contains photoalbums, song and prayer books, and details about McIntosh's 100th birthday celebration.

Title/Description	Instances
Prayer pamphlet, undated	box 18
Mum's Songs, undated	box 18
100th birthday, 1998	box 18
"My Memory Book", 1917	box 19
Photo album, circa 1910s-circa 1920s	box 20
Barnard College Medal of Distinction Citation, 1992	box Drawer 3

## Biographical, 1965-1986

Physical Description: 3 boxes

### Subseries Scope and Content Summary

This subseries contains biographical and autobiographical information about the McIntosh and Carey family. Also included are transcripts of several interviews with McIntosh.

Title/Description	Instances
Biographical information	box 21
Student article about McIntosh, 1975	box 21
Article by Jane Perry Clark Carey, 1977	box 21
Carey family history, undated	box 21
Oral history, 1986	box 22
Interviews with Isabel S. Grossner, 1965-1966	box 22
Interviews with Isabel S. Grossner, 1965-1966	box 23
Interviews with Caroline Smith Rittenhouse, 1986	box 23
LIFE Magazine article about Millicent McIntosh, undated	box Drawer 3

## Financial Documents, 1971-1988

Physical Description: 1 box

box 24

## **Subseries Scope and Content Summary**

This subseries contains checkbooks and information on family finances.

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