

Guide to the Office of General Counsel BC05.11

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English
Describing Archives: A Content Standard

Barnard Archives and Special Collections

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Table of Contents

| | |
|---|---|
| Summary Information | 3 |
| Chronology | 4 |
| Collection Scope and Content Summary | 5 |
| Collection Arrangement | 6 |
| Administrative Information | 6 |
| Controlled Access Headings | 7 |
| Collection Inventory | 7 |
| Real estate and financing | 7 |
| Labor relations | 8 |
| Research files, memoranda | 9 |
| Codes of conduct and policies (Digital files) | 9 |

Summary Information

| | |
|----------------------------------|---|
| Repository: | Barnard Archives and Special Collections |
| Creator: | Barnard College. Office of General Counsel |
| Creator: | UAW Local 2110 |
| Title: | Office of General Counsel |
| ID: | BC05.11 |
| ID [aspace_uri]: | /repositories/2/resources/37 |
| Date [inclusive]: | 1968-2024 |
| Date [bulk]: | 1980-2002 |
| Physical Description: | 3.33 Linear Feet 8 boxes |
| Physical Description: | 0.038 Gigabytes 17 files PDF |
| Physical Location: | 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 . |
| Language of the Material: | English . |
| Abstract: | This collection consists of the files of the Office of General Counsel, dating from 1968 to 2024, with the bulk of the materials produced between 1980 and 2002. The collection includes real estate transactions and real estate tax assessments. The materials also cover key moments of tension between the College and the surrounding community, including tenant harassment complaints, as well as conflicts between the College and its employees, including negotiations with the Barnard clerical workers' union (District 65/UAW 2110) and the College's preparation for and responses to the union's strikes, which were supported by students. The collection also includes research and memoranda about various campus issues, including the admission and inclusion of transgender students at Barnard. |

Preferred Citation

Office of General Counsel Collection, 1968 - 2024; Barnard Archives and Special Collections, Barnard Library, Barnard College.

[^ Return to Table of Contents](#)

Chronology

Reporting directly to the president, the Barnard College General Counsel is the chief legal officer of the College and serves as legal counsel to the President and Board of Trustees (Barnard.edu/generalcounsel). The Office of the General Counsel (OGC) ensures that the College is compliant with federal, state and local laws and regulations, along with other responsibilities. The General Counsel reports directly to the President of the College (Barnard.edu/generalcounsel). Barnard's first General Counsel was appointed in the early 1980s, though the office may have been called the Office of the General Secretary before it became OGC (Barnard Bulletin, February 3, 1995; Smith College).

OGC is responsible for negotiating contracts with the four unions representing Barnard employees. This includes the Transport Workers Union (TWU), which represents Barnard's security, housekeeping and maintenance workers, and United Auto Workers (UAW) Local 2110 (formerly District 65), which represents the College's clerical workers (Columbia Spectator, October 24, 1985).

In 1985, OGC developed Barnard's first formal maternity leave policy for faculty (Columbia Spectator, March 20, 1985). In 1988, the General Counsel was named a vice president of the College and took over some of the responsibilities of the Vice President for Student Affairs, including supervision of Barnard Health Services, student residential life, Barnard Food Services, commuter concerns, and other college activities (Columbia Spectator, January 26, 1988). OGC was also responsible for negotiations of the intercorporate agreement of the College with Columbia University (Columbia Spectator, January 26, 1988). From 1993 to 1994, General Counsel Kathryn J. Rodgers briefly served as interim president of the College (Columbia Spectator, November 15, 1993).

After Rodgers's departure in 1995, the role was restructured so that the Office of Health Services, the Office of College Activities, and Food Services were supervised by the Dean of the College and the Dean of Student Life (Columbia Spectator, January 17, 1995). At the time, OGC's responsibilities included working with the College's bylaws and the Board of Trustees; finance and administration, including doing tax assessments; issues with the bursar, including collection matters and student bankruptcies; facilities, including vendor and construction contacts; and personnel, including labor contract negotiations and grievances. In December 1995, when Local 2110's contract expired, a breakdown of negotiations led to one of the

longest strikes in a university setting, which lasted through the spring and fall semesters of 1996 (Columbia Spectator, January 21, 1999).

In 2023, OGC was responsible for negotiations with the newly-formed Barnard RA Union (Columbia Spectator, October 23, 2023). As of June 2024, the Office of Nondiscrimination and Title IX now reports to OGC (Bwog, June 15, 2024). OGC also produces codes of conduct and policies for the student body, faculty and staff of the College, including rules about postings, political activity, and campus demonstrations. These policies have come into greater focus in light of the 2024 student protests against the genocide in Gaza.

Sources:

<https://web.archive.org/web/20230922085821/https://barnard.edu/general-counsel>

<https://web.archive.org/web/20241106155335/https://garden.smith.edu/people/kathy-rodgers-70>

<https://web.archive.org/web/20230601090212/https://barnard.edu/human-resources/twu-local-264-faq>

<https://web.archive.org/web/20230601090212/https://digitalcollections.barnard.edu>

<https://web.archive.org/web/20241106155747/https://>

spectatorarchive.library.columbia.edu/

<https://web.archive.org/web/20240617124446/https://bwog.com/2024/06/barnard-announces-senior-staff-member-turnover-and-administrative-structural-changes/>

[^ Return to Table of Contents](#)

Collection Scope and Content Summary

This collection contains materials from the Office of General Counsel (OGC) from the late 1960s through the present, with the bulk of the materials dating from 1980-2002, primarily during the tenures of General Counsels Kathryn J. Rodgers (early 1980s-1993/4) and Michael Feierman (1995-2010). The materials attest to the various functions of OGC, including dealing with tenant complaints, managing real estate and mortgages, negotiating with labor unions representing Barnard employees, and addressing policy issues, such as the admission of transgender students at Barnard.

There is significant correspondence with union representatives from UAW 2110/District 65 as the union tried to negotiate contracts with the College. The materials include memos, correspondence, notes, strike contingency plans, opinions of counsel, agreements, mortgages, and research files. The collection also includes digital copies, in PDF format, of various policies and codes of conduct that OGC has produced since around 2011.

[^ Return to Table of Contents](#)

Collection Arrangement

Arranged in four series:

Series 1: Real Estate and Financing, grouped by topic and then chronologically

Series 2: Labor Relations: arranged roughly chronologically

Series 3: Research Files, Memoranda, arranged alphabetically by topic and then chronologically

Series 4: Codes of Conduct and Policies, arranged alphabetically by policy and then chronologically (Digital materials)

[^ Return to Table of Contents](#)

Administrative Information

Publication Statement

Barnard Archives and Special Collections

3009 Broadway

New York, NY 10027

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

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. Copyright for the materials generated by the Barnard Office of General Counsel is owned by Barnard; copyright for third-party materials is not owned by Barnard, unless work for hire of outside counsel.

Access

Personnel records of faculty and staff (including search, tenure/promotion, and disciplinary/grievance records) are restricted for 75 years from date of creation. Three folders contain private arbitration involving explicitly named personnel, and are marked as restricted; this restriction will be lifted in 2064. One folder contains disciplinary letters sent to employees and is marked as restricted; this restriction will be lifted in 2071.

Reproductions Restrictions

Single photocopies or scans may be made for research purposes, except for documents in Series 1, Folders 1-6 (Tenant Harassment Complaints) which cannot be reproduced in order to protect the identities and addresses of tenants.

Acquisition Information

Records were transferred from the Office of General Counsel in 2002. Additional records were transferred in 2011 from the Provost's Office. Additional records were acquired through a large transfer of administrative materials in 2024.

Accruals

Accruals are expected.

Processing History

This collection was processed and the finding aid written by Dinah Handel in February, 2015. A large accrual was processed and the finding aid was updated by Maia Hirschler in November 2024.

[^ Return to Table of Contents](#)

Controlled Access Headings

- College administrators
- Barnard College
- Transgender college students
- Union busting
- Labor unions -- Organizing -- United States
- Labor unions and education
- Real property
- Dormitories

Collection Inventory

Real estate and financing

Scope and Contents

Includes tax abatement assessments, complaints against the college as a landlord, sale of real estate, Dormitory Authority materials (financing for construction)

| Title/Description | Instances | |
|---|-----------|------------|
| Tenant harassment complaints, 1985-1996 | box 1 | folder 1-6 |
| Sale of Holly House (Barnard Camp), 1990-1998 | box 1 | folder 7-8 |
| Dormitory Authority of the State of New York agreements and correspondence, 1985-1988 | box 2 | folder 1-4 |

Scope and Contents

Financing/loans for construction projects

| | | |
|---|-------|------------|
| Dormitory Authority of the State of New York title policy, opinions of counsel, mortgage, correspondence, agreements, 1987-1989 | box 2 | folder 5-8 |
|---|-------|------------|

Scope and Contents

Financing/loans for construction projects

| | | |
|--|-------|----------|
| Real Estate tax assessments, 1982-1986 | box 3 | folder 9 |
|--|-------|----------|

[^ Return to Table of Contents](#)

Labor relations

Scope and Contents

Includes District 65/UAW 2110 negotiations, proposals, final agreements, strategy and notes of general counsel's office (including strike contingency plans), strike ephemera

| Title/Description | Instances | |
|---|-----------|------------|
| UAW 2110/District 65 contract negotiation and strike materials (1 of 6), 1973-1987 | box 4 | folder 1-4 |
| Scope and Contents | | |
| Includes District 65/UAW 2110 negotiations, proposals, final agreements, strategy and notes of general counsel's office (including strike contingency plans), strike ephemera | | |
| UAW 2110/District 65 contract negotiation and strike materials (2 of 6), 1986-1989 | box 4 | folder 4-6 |
| UAW 2110/District 65 contract negotiation and strike materials (3 of 6), 1986-1990 | box 5 | folder 1-5 |
| UAW 2110/District 65 contract negotiation and strike materials (4 of 6), 1990-1993 | box 6 | folder 1-2 |

| | | |
|--|-------|-------------|
| UAW 2110/District 65 contract negotiation and strike materials (5 of 6), 1993-1996, 2002 | box 6 | folder 3-7 |
| UAW 2110/District 65 contract negotiation and strike materials (6 of 6), 1993-2002 | box 7 | folder 1- 7 |
| Labor union arbitration, court cases, agreements, memoranda, 1986-1988, 1999 | box 8 | folder 1-5 |

Conditions Governing Access:

Conditions Governing Access

Three folders contain private arbitration involving explicitly named personnel. Personnel records of faculty and staff (including search, tenure/promotion, and disciplinary/grievance records) are restricted for 75 years from the date of creation

[^ Return to Table of Contents](#)

Research files, memoranda, (1986-2014)

box 8

folder 6-13

Scope and Contents

Includes memoranda and research on tenure denial, anti-trust lawsuit, transgender admissions policy, dormitory housing and discrimination, and Barnard babysitting/bartending

[^ Return to Table of Contents](#)

Codes of conduct and policies (Digital files)

| Title/Description | Instances |
|---|-----------|
| Codes of Conduct and Governance, 2023 <u>Digital Object:</u> Codes of Conduct and Governance, 2023 | |
| Discrimination and Harassment, 2023-2024 <u>Digital Object:</u> Discrimination and Harassment, 2023 - 2024 | |
| General Grievance Procedures, 2011 <u>Digital Object:</u> General Grievance Procedures, 2011 | |
| Policy on policies, 2019 <u>Digital Object:</u> Policy on policies, 2019 | |
| Political Activity and Demonstrations, 2015-2024 <u>Digital Object:</u> Political Activity and Demonstrations, 2015 - 2024 | |

Maintenance of the Public Order, undated

Digital Object: [Maintenance of the Public Order, undated](#)

Workplace Violence and Threatening Behavior, 2014-2022

Digital Object: [Workplace Violence and Threatening Behavior, 2014 - 2022](#)

[^ Return to Table of Contents](#)