

Guide to the Faculty Committees Collection BC06.01

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Description is written in: English.

Describing Archives: A Content Standard

Barnard Archives and Special Collections

3009 Broadway

New York, NY 10027

archives@barnard.edu

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

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Summary Information

Repository:	Barnard Archives and Special Collections
Creator:	Barnard College
Title:	Faculty Committees
ID:	BC06.01
ID [aspace_uri]:	/repositories/2/resources/49
Date [inclusive]:	1921-2005
Physical Description:	3.34 Linear Feet 8 document boxes
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 materials from Barnard College Faculty committees.

Preferred Citation

Faculty Committees Collection, 1914-2005; Box and Folder; Barnard Archives and Special Collections, Barnard Library, Barnard College

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Collection Scope and Content Summary

This collection includes former faculty standing committees, ad-hoc committees, task forces, and councils.

This collection consists of minutes, correspondence, and reports from various committees composed of faculty members. These committees discuss the curriculum, finance, and the development of the College.

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Collection Arrangement

This collection is arranged by committee. The materials of each committee are arranged chronologically.

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Administrative Information

Publication Statement

Barnard Archives and Special Collections

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New York, NY 10027

archives@barnard.edu

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

Accruals

Additions are expected.

Acquisition Information

Barnard-Columbia Joint Committee on Cooperation transferred from President's Office, 1978.

Draft of Code of Academic Freedom and Tenure and Report of the Committee to Review the Curriculum transferred from Barnard Library, 1978.

Report of the Committee to Review the Curriculum and Report of the Sub-Committee on the Program of Studies: College Preparation and the Barnard Curriculum transferred from Registrar's Office, 1992.

The following materials from 2003-2004 were transferred from Professor Sue Sacks in 2023: Tenure Review Process Committee, Off-Ladder Faculty Committee, Learning Disabilities Committee.

The acquisition date and source of the rest of the material is unknown.

Processing History

This collection was processed and the finding aid written by Alice Griffin, 2015. From March to April 2024, Olivia Newsome made significant edits to the overall collection.

During March-April 2024, Olivia Newsome moved the Committee to Meet the Needs of the Disabled (CMND)/Barnard Design for Access (BDA); Committee on Institutional Assessment; Judicial Council to the record group BC19 (committees).

In April 2024, Olivia Newsome moved the following collections to BC06 and created new collections: Advisory Committee on Appointments, Tenure, and Promotions (ATP); BLAIS Advisory Committee; Faculty Budget and Planning Committee (FBPC); Faculty Governance and Procedures Committee (FGPC); Faculty Finance and Resource Committee (FFRC); Committee on Committees; Faculty Executive Committee (FEC).

In April 2024, Olivia Newsome moved the following collections to BCO6.03: Committee on Courses of Study; Curriculum Committee; Curriculum Review Committee; Subcommittee on Advanced Placement and Advanced Standing; Subcommittee on Administrative Problems. Additionally, Olivia Newsome moved BC19.13, BC19.06, BC19.08, BC19.04, BC19.10; Committee on Scholarships; Committee on Foreign Language Requirements; Committee on the Schedule of Hours; Committee on Committee on Advice to New Students and Committee on Students' Programs; Committee on Transfers from its record group BC19 (Committees) to BC06.01 (Faculty Committees) to reflect that it is a faculty committee.

In April 2024, Olivia Newsome moved the Ad-Hoc Summer School Committee from BC06.03 to BC06.01 to reflect that it is ad-hoc faculty committee. Olivia Newsome also moved the Committee on Foreign Language Requirements to BCO6.01 because it is unrelated to COI. Olivia Newsome also moved the Committee on the Developing Student from BC05.02 since it is a faculty committee. Additionally, Olivia Newsome moved the Barnard Council file to BC05.07, Development Office, since it was not a faculty committee and administered by that office.

From June 2024-August 2024, undergraduate associates Ruben Carter and Gabriela Ogando Ortega rehoused the majority of the collection and added historical notes to most of the committees.

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.

Reproductions Restrictions

Photocopies or scans may be made for research purposes.

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.

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Related Materials

Related Collections

The President's Office collection, BC05.22, includes many committee materials and supporting documentation.

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Controlled Access Headings

- Committees
- Universities and colleges -- Faculty
- Universities and colleges -- United States -- Faculty
- Barnard College
- Women's colleges -- New York (State) -- New York
- Curriculum planning

Collection Inventory

Title/Description	Instances	
Ad Hoc Committee on the Curriculum, 1966	box 1	folder 1

Scope and Contents

These folders contains a report of the Ad-Hoc Committee on the Curriculum.

Historical Summary

Established in 1966, the Ad Hoc Committee on the Curriculum was tasked with creating factual reports on the state of the curriculum at Barnard and making recommendations accordingly. Reports included statistics on students' academic performance, distribution of majors, alum pathways after graduation, and surveys of curricular models of comparable institutions. The Ad Hoc Committee on the Curriculum was expressly created to continue work done by the Committee on Instruction and faculty.

Ad-Hoc Summer School Committee, 1996-1997

box 1

folder 2

Scope and Contents

This folder contains correspondence and the final report of the Ad-Hoc Summer School Committee.

Historical Summary

The Ad Hoc Summer School Committee met from 1996 to 1997 and was tasked with reviewing policies around summer school credit and submitting a proposal of recommendations to the Committee on Instruction. Chaired by the Registrar, the committee included members of the Committee on Instruction, the Committee on Programs and Academic Standing, and department chairs. The committee's 1997 proposal included recommendations to change the credit approval form, lower the minimum grade needed for credit, and include summer school grades in cumulative GPA. In records, the committee is also called the Ad Hoc Committee on Summer School Policies and Procedures.

Advisory Committee on Educational Policy, 1922-1930

box 1

folder 3

Scope and Contents

This folder contains the meeting minutes of the Advisory Committee on Educational Policy.

Historical Summary

The Advisory Committee on Educational Policy oversaw many of the university's academic functions, including the appointment and promotion of professors, the creation of research institutes, the approval of departmental budgets, and the creation of new degrees or academic programs. Archivist assumes the Committee met from 1922 to 1970.

Barnard-Columbia Joint Committee on Cooperation, 1970

box 1

folder 4

Scope and Contents

This folder contains the reports of the Barnard-Columbia Joint Committee on Cooperation.

Historical Summary

The Barnard-Columbia Joint Committee on Cooperation was reestablished in 1969 by the Committees on Instruction of the two institutions after a dormancy of several years. The Committee was tasked with making recommendations to increase cooperation between the two colleges without reducing either's autonomy. Proposals with recommendations were sent to the Committee on Instruction and discussed topics like partial coeducation, shared extracurricular and social activities, and joint housing. The Joint Committee on Cooperation was composed of administrators, professors, and students from both Barnard and Columbia College.

Catalogue Committee, 1954

box 1

folder 5

Scope and Contents

This folder contains the meeting minutes, report, and memorandum of the Catalogue Committee.

Historical Summary

The Catalogue Committee was tasked with making recommendations to the president and academic departments about improving Barnard's course catalog for prospective and enrolled students. In 1954, three subcommittees of the Catalogue Committee were created, each focusing on a different aspect of the course catalog: content, typography, and presentation. In 1954, recommendations included a request to the President to write a statement defining the aims of the college and a restructuring of department statements.

Committee on Advice to New Students and Committee on Students' Programs, 1923-1924

box 1

folder 6-7

Historical Summary

"The Committee on Advice to New Students met only in 1923 where they discussed what information incoming and current Freshman should be provided in the Bulletin as well as when and how they should meet their advisers.

The Committee on Students' Programs is also bound within the same book and ran from 1923-1924 including the same faculty members from The Committee on Advice to New Students. This committee discussed all student programming needs including class

registration efforts and general procedures for student programming."

Committee on College Operations, 1952-1954

box 1

folder 8-11

Scope and Contents

This folder contains the reports, correspondence, memoranda, and meeting minutes of the Committee on College Operations.

Historical Summary

Established in 1952, the Committee for College Operations was tasked with conducting studies and gathering quantitative data of use to report to other committees and academic departments. The Committee collected information on the distribution of classes students took within majors, class size, additional space for offices and laboratories, and class lengths, among other things. In records, the Committee is also titled "Committee for College Operations Analysis" and "Committee for College Operations Research." Archivist assumes the Committee ran until 1954.

Committee on the Deanship, 1946

box 1

folder 12

Scope and Contents

This folder contains a report of the Committee on the Deanship.

Historical Summary

The Faculty Committee on the Deanship worked in tandem with the Trustee Committee on the Deanship to select a new dean for Barnard College. The Committee assessed candidates' qualifications—reviewed candidate files, visited schools and colleges, conducted interviews, etc. A 1946 report narrowed a list of 50 candidates for deanship to five, of which "Mrs. Rustin McIntosh" was one, who took office in June 1947.

Committee on the Developing Student, 1968-1969

box 1

folder 13

Scope and Contents

This folder contains meeting minutes, correspondence, report drafts, supporting documentation, and a memorandum of the Committee on the Developing Student.

Historical Summary

The Committee on the Developing Student was appointed in the Spring of 1968 and was tasked with evaluating the then-current "special students"

program. At the time, "special students" were defined as "disadvantaged" admits with promising academic potential despite low college board scores. In the spring of 1964, Barnard admissions made two distinct decisions— to admit more "special students" as well as more Black students. In the fall 1964 semester, the first group of "special students" were admitted along with 18 Black students. A few years later, in May 1968, the Committee on the Developing Student started meeting, and in December 1968, produced their first draft proposal reimagining the "special students" program as Barnard's Program for Developing Students (PDS). In original drafts, PDS was imagined to be an "expansion and revision" of Barnard's existing program for "culturally disadvantaged" (and in later drafts "educationally disadvantaged") students. The proposal recommended the admission of 50 PDS students each year with a substantial amount from the NYC metropolitan area.

During the proposal drafting process, the Committee on the Developing Student faced pressures from within the student body. In February of 1969, the recently formed Barnard Organization of Soul Sisters (BOSS) directed 10 demands at President Peterson—one of which pertained to the "special students" program. Specifically, BOSS criticized Barnard for the lack of material support given to "special students" after their admission to the college. After numerous proposal drafts, PDS was approved at a Faculty meeting on April 21st, 1969. The program officially began in the fall of 1969 with the admission of 29 PDS students and the appointment of a new program director. In records, the Committee is also called the Committee on Disadvantaged Students and the Committee on Special Students.

Committee on Foreign Language Requirements, 1911-1963

box 2

folder 1-2

Biographical / Historical

The Committee on Foreign Language Requirements met from 1933 to 1947. They discussed the Barnard College foreign language requirement.

Scope and Contents

These are two bound books of meeting minutes and supporting documentation of the Committee on Foreign Language Requirements.

Committee to Foster Faculty Research, 1948

box 2

folder 3

Scope and Contents

This folder contains correspondence and a report of the Committee to Foster Faculty Research.

Historical Summary

Appointed by Dean Millicent McIntosh in March of 1950, the Committee to Foster Faculty Research was tasked to evaluating the challenges surrounding Faculty research and how to better encourage it. After conducting a questionnaire to gauge the Faculty's opinions, the Committee suggested that the College reduces the teaching, advising, and committees obligations; sets up a fund for Faculty grants of \$12,000 a year; grants leaves of absence to members of the teaching staff, among others.

Committee on the Future of the College, 1951

box 2

folder 4-5

Scope and Contents

These folders contains reports and correspondence of the Committee on the Future of the College.

Historical Summary

The Future of the College Committee, also called the Size of the College Committee, was appointed by Dean Millicent McIntosh in 1947, with the goal of measuring and evaluating the possible expansion of the College. Created in response of growing trends in Higher Education, the Committee--initially composed of Faculty and later becoming Faculty-Trustees--evaluated the extent to which the school could increase its student population, considering questions on Financial Aid, admissions standards, teaching space, among others.It ran through 1964.

Committee on Missions and Goals report, 1970

box 2

folder 6

Scope and Contents

This folder contains a report of the Committee on Missions and Goals.

Historical Summary

The Committee on Missions and Goals was in charge of establishing what the boundaries of Barnard, as a "Small Liberal Arts College for women", should be. The Committee proposed the student population to be capped at 2,000, argued against Co-Ed at the College, and suggested curricular changes to strengthen the "Liberal Arts College" identity. There is a single report from 1970.

Committee on the Schedule of Hours, 1920-1934

box 2

folder 7-8

Scope and Contents

These folders contain the meeting minutes of the Committee on the Schedule of Hours. There is one bound book and one folder of loose files that cover the same years.

Historical Summary

The Committee on Schedule of Hours met from 1920-1935. They discussed scheduling conflicts of Barnard College courses interdepartmentally.

Committee on Scholarship, 1951-1953

box 2

folder 9

Scope and Contents

This folder contains the correspondence and meeting minutes of the Committee on Scholarship.

Historical Summary

The Committee on Scholarship was a standing committee created in 1903. They oversaw which students were awarded scholarships. The archivist guesses that the Committee on Scholarship ran from 1903-1955.

Committee on Transfers, 1921-1947

box 3

Biographical / Historical

box 4

The Committee on Transfers decided what credit would be given for courses taken at other institutions. They oversaw a student's program of study and grades with the advice of the Committee on Admissions and relevant academic departments.

box 5

box 6

Scope and Contents

These boxes contain the minutes of the Barnard Committee on Transfers between 1921 and 1947.

Boxes 3-4 hold unbound copies of the minutes from 1921 to 1947. There is some overlap between the bound and unbound versions, but they are not exact copies. Boxes 5-6 hold bound volumes of the minutes from 1921 to 1945 and some of the pages are annotated.

Committee for Women Graduate Students, 1914-1920

box 7

folder 1

Scope and Contents

This folder contains the correspondence and meeting minutes of the Committee for Women Graduate Students.

Committee on Women University Undergraduates, 1921-1942 box 7 folder 2

Scope and Contents

This folder contains the correspondence, meeting minutes, and reports of the Committee on Women University Undergraduates.

Coordinating Committee, 1969-1970 box 7 folder 3

Scope and Contents

This folder contains a report of the Coordinating Committee.

Coordinating Council and Tripartite Committees, 1972-1974 box 7 folder 4

Scope and Contents

This folder contains aggregate reports of all Barnard College tripartite committees and the Coordinating Council.

Coordinating Council, 1970-1971 box 7 folder 5

Scope and Contents

This folder contains the annual report of the Coordinating Council.

Faculty Affairs, Academic Freedom, and Tenure Committee, 1974 box 7 folder 6

Scope and Contents

This folder contains the proposed amendments to the University Statutes made by the Faculty Affairs, Academic Freedom, and Tenure Committee also known as the Faculty Affairs Committee.

Faculty-Alumnae Scholarship and Loan Committee, 1951-1959 box 7 folder 7

Scope and Contents

This folder contains a report of the Scholarship and Loan Committee from 1954; Faculty-Alumnae Scholarship and Loan Committee from 1959.

Historical Summary

The Faculty-Alumnae Scholarship and Loan Committee was in charge of improving the policies and processes regarding Financial Aid and Named Scholarships awards. Most notably, the Committee sent a Questionnaire to other Women's Colleges with the purpose of gathering information on how other schools manage their Scholarship processes.

Faculty Committee on the New Building, 1952	box 7	folder 8
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Scope and Contents

This folder contains the meeting minutes of the Faculty Committee on the New Building.

Faculty Follies, 1948-1960	box 7	folder 9
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Scope and Contents

This folder contains the programs and support documents of the Faculty Follies theatrical events.

Faculty Teaching Inquiry Committee, 2004	box 7	folder 10
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Scope and Contents

This folder contains a blank survey created by the Faculty Teaching Inquiry Committee.

Financial Aid Committee, 1963-1973	box 7	folder 11
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Scope and Contents

This folder contains the meeting minutes of the Financial Aid Committee.

Learning Disabilities Committee, 1997	box 7	folder 12
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Scope and Contents

This folder contains a the report of the Learning Disabilities Committee.

Non-tenured Faculty Coordinating Committee, 1977-1979	box 7	folder 12
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Scope and Contents

This folder contains the correspondence, proposals, and meeting minutes of the Non-tenured Faculty Coordinating Committee.

Off-Ladder Faculty Steering Committee, 1992-2005	box 7	folder 13-14
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Scope and Contents

This folder contains the research files on off-ladder faculty processes at other institutions from 1992-2000; meeting minutes, correspondence, and reports of the Off-Ladder Faculty Committee from 2002-2005.

President's Advisory Committee on Tenure Practices, 1980 box 8 folder 8

Scope and Content Summary

This folder contains the meeting minutes, correspondence, research files, memoranda, and position papers created by members of the President's Advisory Committee on Tenure Practices in 1980.

Historical Summary

Appointed by former president Ellen Futter in 1980, the President's Advisory Committee on Tenure Practices was asked to review the procedures followed in the tenuring of BC faculty; assess the fairness, appropriateness, among others, of the procedures followed; and make recommendations to Barnard's acting president. The Committee was chaired by Professor Emeritus Steve Saulnier and it included three other active Faculty members.

Tenure Process Review Committee (TPRC), 2002-2004 box 8 folder 1-4

Scope and Contents

These folders contain the report, meeting minutes, working paper, correspondence, and supporting documentation of the Tenure Review Process Committee.

Historical Summary

The Tenure Process Review Committee (TPRC) was established in Spring 2002 at the suggestion of faculty who expressed anger towards the administration for not addressing Barnard's unique tenure process. Comprised of 10 professors from different departments, the committee believed that the administration was to blame for the low rate of tenured faculty at Barnard. Unlike other institutions, Barnard's tenure process required approval from a Columbia ad hoc committee appointed by Columbia's provost's office. In February 2004, the committee published a report based on faculty input gathered from a questionnaire sent out the previous year. In the following months, the report was presented to the Advisory Committee on Appointments, Tenure, and Promotions (ATP), the former president Judith Shapiro, and members of the Board of Trustees. In Fall 2004, the ATP changed internal committee

procedures in response some suggestions made by the TPRC.

Thursday Noon Meetings, 1967-1987

box 8

folder 5-7

Scope and Contents

These folders contain the correspondence; purpose, procedures, and finances; and the schedules of the Thursday Noon Meetings.

Historical Summary

The Thursday Noon Meetings were a weekly program carried out in College Parlor (now Sulzberger Parlor) during the academic year, in which students, faculty, and guest speakers would convene to discuss problems of "philosophical, moral, or religious significance". The program started in 1953, created by then President McIntosh and several faculty members. The meetings had an outlined structure: the guest speaker of the week introduces a discussion of their choice--with a talk of no longer than thirty minutes--followed by a lunch break, and finished with a Q&A section. Archivist assumes the program ran through 1987 and was mostly managed by Professor Serge Gavronsky.