



# ArchivesSpace

a community served by †Lyrasis

## Columbia University Institute of Arts and Sciences Correspondence4079667

---

This finding aid was produced using ArchivesSpace on January 13, 2025.

Description is written in: English.

appm

### Rare Book and Manuscript Library

Butler Library, 6th Floor  
Columbia University, Mail Code 1127  
535 W. 114th St.  
New York, NY 10027

Business Number: (212) 854-5153

Fax Number: (212) 854-1365

[rbml@libraries.cul.columbia.edu](mailto:rbml@libraries.cul.columbia.edu)

URL: <http://www.columbia.edu/cu/lweb/indiv/rbml/index.html>

---

## Table of Contents

---

Summary Information .....	3
Biographical / Historical .....	3
Scope and Contents .....	3
Arrangement .....	4
Administrative Information .....	4
Controlled Access Headings .....	6
Collection Inventory .....	6
Series I: Cataloged Correspondence .....	6
Series II: Sketches of Lecturers by Lucie Ruth Kraft .....	9
Series III: 1986 Addition .....	18
Series IV: 1990 Addition .....	18

---

## Summary Information

---

<b>Repository:</b>	Rare Book and Manuscript Library
<b>Creator:</b>	Columbia University. Institute of Arts and Sciences
<b>Title:</b>	Columbia University Institute of Arts and Sciences Correspondence
<b>ID:</b>	4079667
<b>ID:</b>	MS#0259
<b>Date [inclusive]:</b>	1930-1945
<b>Physical Description:</b>	1 linear feet 242 items in 2 boxes
<b>Language of the Material:</b>	English .

[^ Return to Table of Contents](#)

---

## Biographical / Historical

---

The Institute was the non-academic division of the University Extension at Columbia University from 1913 to 1957, and its scope included single lectures and short series of lectures on general subjects. The Institute was established to provide evening education for adults wishing to keep abreast of current thought among the arts.

[^ Return to Table of Contents](#)

---

## Scope and Contents

---

A collection of letters addressed to Russell Potter, Director of the Institute of Arts & Sciences, relating to speaking engagements and conferences. The correspondence, dated 1930-1945, includes letters from Gertrude Stein, Robert Frost, Edna Ferber, Al Smith, Henry Wallace, Anthony Eden, and Harold Laski. Some of the letters are of a personal nature.

[^ Return to Table of Contents](#)

---

## Summary

---

There are also over 130 sketches by Lucie Ruth Kraft (1891- ) of lecturers as they appeared at the Institute. Many of these sketches were autographed by the subjects. Also included are a copy of "the Handbook" copies of "The Institute Program" 1934-1940 and a Playbill for a production of works by Cornelia Otis Skinner. The typescript notes of Walter H. McKay for the 22nd session are also included in the collection.

[^ Return to Table of Contents](#)

---

## Arrangement

---

Selected materials cataloged; remainder listed.

[^ Return to Table of Contents](#)

---

## Administrative Information

---

### Publication Statement

Rare Book and Manuscript Library

Butler Library, 6th Floor  
Columbia University, Mail Code 1127  
535 W. 114th St.

New York, NY 10027

Business Number: (212) 854-5153

Fax Number: (212) 854-1365

[rbml@libraries.cul.columbia.edu](mailto:rbml@libraries.cul.columbia.edu)

URL: <http://www.columbia.edu/cu/lweb/indiv/rbml/index.html>

### Revision Description

EAD document created by CCR, and note on Pearl Buck item was added to this document. 2020-10-06

### Alternate Form Available

Item related to Pearl S. Buck is available on microfilm. See MN# 91-2094-2.

### **Terms Governing Use and Reproduction**

Reproductions may be made for research purposes. The RBML maintains ownership of the physical material only. Copyright remains with the creator and his/her heirs. The responsibility to secure copyright permission rests with the patron.

### **Immediate Source of Acquisition**

Source of acquisition--Institute of Arts and Science. Method of acquisition--Gift, 1945; Date of acquisition--1945. Accession number--M-1945.

### **Immediate Source of Acquisition**

Source of acquisition--Stecher, Mrs. Emma. Method of acquisition--Gift; Date of acquisition--1982. Accession number--M-1982.

### **Immediate Source of Acquisition**

Source of acquisition--Columbiana. Method of acquisition--Transferred, 1986; Date of acquisition--1986. Accession number--M-1986.

### **Ownership and Custodial History**

Gift of the Institute, 1945.

### **Ownership and Custodial History**

Gift of Emma S. Stecher, 1982.

### **Ownership and Custodial History**

Transferred from Columbiana, 1986.

### **Ownership and Custodial History**

Gift of Beulah B. McKay, 1990.

### **Processing Information**

Entered in AMC HR rev 2/82 08/29/90.

### **Processing Information**

Entered in AMC 08/29/90.

## Processing Information

Eneted in AMC 08/29/90.

## Restrictions on Access

This collection is located on-site.

## Immediate Source of Acquisition

Source of acquisition--McKay, Mrs. Beulah B.. Method of acquisition--Gift; Date of acquisition--1990.

## Accruals

Materials may have been added to the collection since this finding aid was prepared. Contact rbml@columbia.edu for more information.

[^ Return to Table of Contents](#)

---

## Controlled Access Headings

---

- Arts
- Adult education
- Drawings (visual works)
- Handbooks
- Playbills
- Sketches
- Artists
- Stein, Gertrude, 1874-1946
- Frost, Robert, 1874-1963
- Ferber, Edna, 1887-1968
- Eden, Anthony
- Smith, Alfred Emanuel, 1873-1944

---

## Collection Inventory

---

### Series I: Cataloged Correspondence

Title/Description	Instances
Anderson, Maxwell	box 1

Angell, Norman	box 1
Babin, Victor	box 1
Bairnsfather, Bruce	box 1
Bakeless, John	box 1
Baker, Newton D.	box 1
Benoit-Lévy, Jean	box 1
Binyon, Laurence	box 1
Bottome, Phyllis	box 1
Byrnes, James F.	box 1
Cram, Ralph Adams	box 1
Craske, Leonard	box 1
Davis, Elmer	box 1
Davis, William H.	box 1
Dean, Vera Micheles	box 1
Dewey, Thomas E.	box 1
Drum, H. A.	box 1
Duranty, Walter	box 1
Eden, Anthony F. (Earl of Avon)	box 1
Farley, James A.	box 1
Ferber, Edna	box 1
Fielding, Anne	box 1
Fosdick, Harry Emerson	box 1
Frost, Robert	box 1
Gerard, James W.	box 1
Haldane, John Burdon S.	box 1
Halifax, Edward Frederick L. W., Earl of	box 1
Kirkpatrick, Helen P.	box 1
Langmuir, Irving	box 1
Lanux, Pierre de	box 1
Laski, Harold J.	box 1
Lewis, Sinclair	box 1
Litvinoff, Maxim	box 1

Lovette, Leland P.	box 1
McCormick, Anne O'Hare	box 1
McNutt, Paul V.	box 1
Morgenstierne, Wilhelm T. M.	box 1
Morley, Christopher	box 1
Mumford, Lewis	box 1
Paderwski, Ignacy Jan	box 1
Perkins, Frances	box 1
Riegger, Wallingford	box 1
Roosevelt, Eleanor	box 1
Roth, Feri	box 1
Ruml, Beardsley	box 1
Sayre, Francis B.	box 1
Seabury, Samuel	box 1
Syfet, Joseph	box 1
Shapley, Harlow	box 1
Skinner, Cornelia	box 1
Smith, Alfred E.	box 1
Smith, Harold D.	box 1
Spalding, Albert	box 1
Stassen, Harrold E.	box 1
Stein, Gertrude	box 1
Stout, Rex	box 1
Sultberger, Arthur Hays	box 1
Tao-Ming, Wei	box 1
Tolkas, Alice B.	box 1
Wallace, Henry A.	box 1
Weidman, Charles	box 1
Wickersham, C. W.	box 1
Wilkie, Wendell L.	box 1
Wolfe, Thomas	box 1
Woollcott, Alexander	box 1



Young, Owen D. box 1

[^ Return to Table of Contents](#)

## Series II: Sketches of Lecturers by Lucie Ruth Kraft

Title/Description	Instances
Agar, Herbert Sebastian <b>Scope and Contents</b> Sketch is autographed by the subject.	box 2
Anderson, Sherwood <b>Scope and Contents</b> Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.	box 2
Angell, Sir Norman <b>Scope and Contents</b> Sketch is autographed by the subject.	box 2
Anspacher, Louis Kaufman <u>Physical Description</u> : 3 items <b>Scope and Contents</b> Sketch is autographed by the subject.	box 2
Auslander, Joseph <u>Physical Description</u> : 3 items <b>Scope and Contents</b> Sketch is autographed by the subject.	box 2
Barnett, David <b>Scope and Contents</b> Sketch is autographed by the subject.	box 2
Barnouw, Adriaan Jacob <u>Physical Description</u> : 2 items <b>Scope and Contents</b> Sketch is autographed by the subject.	box 2
Barrett, Samuel Alfred	box 2

---

Benét, Stephen Vincent	box 2
Bentley, Phyllis Eleanor	box 2
Bohn, Frank	box 2
<u>Physical Description:</u> 2 items	
<b>Scope and Contents</b>	
Sketch is autographed by the subject.	
Bouton, Stephen Miles	box 2
<b>Scope and Contents</b>	
Sketch is autographed by the subject.	
Brailsford, Henry Noel	box 2
<u>Physical Description:</u> 2 items	
<b>Scope and Contents</b>	
Sketch is autographed by the subject.	
Brittain, Vera	box 2
Brown, John Mason	box 2
<u>Physical Description:</u> 4 items	
<b>Scope and Contents</b>	
Sketch is autographed by the subject.	
Buck, Pearl Sydenstricker	box 2
<u>Conditions Governing Access:</u>	
<b>Conditions Governing Access</b>	
Original copy is missing; it appears that the item was not properly refiled after microfilming in 1991.	
<b>Scope and Contents</b>	
Item is available on microfilm. See MN# 91-2094-2. Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.	
Chase, Harry Woodburn	box 2
Cooper, Courtney Ryley	box 2
<b>Scope and Contents</b>	
Sketch is autographed by the subject.	
Craven, Thomas	box 2

---

**Scope and Contents**

Sketch is autographed by the subject.

---

Dafoe, John Wesley	box 2
--------------------	-------

---

Dane, Clemence [Winifred Ashton] ?	box 2
------------------------------------	-------

---

Datta, Surendra Kumar	box 2
-----------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

DeMille, William Churchill	box 2
----------------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Dobrée, Bonamy	box 2
----------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Dugmore, A. Radclyffe ?	box 2
-------------------------	-------

---

Dunlap, Knight	box 2
----------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Eastman, Max Forrester	box 2
------------------------	-------

---

Enders, Gordon B.	box 2
-------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Erskine, John	box 2
---------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Essary, Jesse Frederick	box 2
-------------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Fadiman, Clifton	box 2
------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Faÿ, Bernard	box 2
--------------	-------

---

Fisher, Anne B.	box 2
-----------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Flynn, John Thomas	box 2
--------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Franz, Dalies	box 2
---------------	-------

---

Freuchen, Peter	box 2
-----------------	-------

Physical Description: 2 items

---

Frost, Robert	box 2
---------------	-------

Physical Description: 2 items

---

Gruber, Ruth	box 2
--------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Haggard, Howard Wilcox	box 2
------------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Haldane, John Burdon Sanderson	box 2
--------------------------------	-------

Physical Description: 2 items

---

Harlow, Alvin Fay	box 2
-------------------	-------

---

Heiser, Victor George	box 2
-----------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

High, Stanley Hoflund	box 2
-----------------------	-------

Physical Description: 2 items

**Scope and Contents**

Sketch is autographed by the subject.

---

Hindus, Maurice Gerschon	box 2
--------------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Huddleston, Sisley	box 2
--------------------	-------

Physical Description: 2 items

---

Kelsey, Vera	box 2
--------------	-------

**Scope and Contents**

See Anne B. Fisher, both sketches are on one page.  
Sketch is autographed by the subject.

---

Kent, Rockwell	box 2
----------------	-------

**Scope and Contents**

Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.

---

La Follette, Suzanne	box 2
----------------------	-------

---

Laher, Richard	box 2
----------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Langrauir, Irving	box 2
-------------------	-------

Physical Description: 2 items

---

Leighton, Clare	box 2
-----------------	-------

**Scope and Contents**

Identified as "Mrs. Brailsford"

---

Lie, Jonas	box 2
------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

L..., William H.P.	box 2
--------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Mason, Daniel Gregory and Herbert Dittler	box 2
---	-------

---

MacCarthy, Sir Desmond	box 2
------------------------	-------

**Scope and Contents**

Sketch is autographed by the subject.

---

Marcosson, Isaac Frederick box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Markham, Edwin Charles box 2

---

Meyers, Cecil Kenneth box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Miller, Caroline box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Milton, George Fort box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Montague, William Pepperell box 2

Physical Description: 2 items

---

Moore, Douglas Stuart box 2

**Scope and Contents**

Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.

---

Morley, Christopher Darlington box 2

---

Morley, Edmund Robert Parker, 4th Earl of box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Mulholland, John box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Murry, John Middleton box 2

---

Nijinsky, Romola box 2

**Scope and Contents**

Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.

O'Brien, Edward Joseph Harrington box 2

Physical Description: 2 items

**Scope and Contents**

Sketch is autographed by the subject.

Overstreet, Harry Allen box 2

Physical Description: 5 items

**Scope and Contents**

Sketch is autographed by the subject.

Parish, J. ? box 2

**Scope and Contents**

Sketch is autographed by the subject.

Peterson, Houston box 2

Physical Description: 2 items

**Scope and Contents**

See also Alvin Fay Harrow, both sketches are on one page. Sketch is autographed by the subject.

Phelps, William Lyon box 2

**Scope and Contents**

Sketch is autographed by the subject.

Pope, James Pinckney box 2

Potter, Russell box 2

**Scope and Contents**

Includes a self-caricature by Potter. Both sketches are autographed by Potter. See also Sisley Huddleston, both sketches are on one page.

Raiguel, George Earle box 2

Rice, Elmer L. box 2

**Scope and Contents**

Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.

---

Root, E. Merrill box 2

Physical Description: 2 items

**Scope and Contents**

Sketch is autographed by the subject.

---

Rosso, Augusto box 2

---

Sandburg, Carl box 2

**Scope and Contents**

Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.

---

Seldes, Gilbert Vivian box 2

Physical Description: 2 items

---

Shotwell, James Thomson box 2

---

Siegfried, André box 2

Physical Description: 2 items

**Scope and Contents**

Sketch is autographed by the subject.

---

Simmons, Harwood and Helen Marshall box 2

---

Skinner, Otis box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Sokolsky, George box 2

---

Soule, George Henry, Jr. box 2

---

Spicer, Earle box 2

Physical Description: 2 items

**Scope and Contents**

Sketch is autographed by the subject.

---

Stein, Gertrude box 2



Physical Description: 2 items

---

Stern, William box 2

Physical Description: 2 items

---

Strachey, John [Evelyn John St. Loe Strachey] box 2

---

Taft, Robert Alphonso box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Teurfs, Frank box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Tindall, William York box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Tomlinson, Edward box 2

Physical Description: 3 items

**Scope and Contents**

Sketch is autographed by the subject.

---

Van Doren, Mark Albert box 2

Physical Description: 3 items

**Scope and Contents**

Sketch is autographed by the subject.

---

Villiers, Alan John box 2

---

Weeks, Edvard Augustus box 2

Physical Description: 7 items

**Scope and Contents**

Sketch is autographed by the subject.

---

Wilder, Thornton Niven box 2

**Scope and Contents**

Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.

---

Willert, Sir Arthur box 2

**Scope and Contents**

Sketch is autographed by the subject.

---

Wood, Grant box 2

**Scope and Contents**

Sketch is autographed by the subject. Item has been separately cataloged and is listed in the Ms/Doc catalog.

---

Unidentified box 2

Physical Description: 4 items

[^ Return to Table of Contents](#)

### Series III: 1986 Addition

Title/Description	Instances
"The Handbook"	box 2
"The Institute Program", 1934-1940	box 2
Playbill for a production of works by Cornelia Otis Skinner	box 2

[^ Return to Table of Contents](#)

### Series IV: 1990 Addition

Title/Description	Instances
McKay, Walter H. "The Institute of Arts & Sciences...22nd Session", [1934/1935] <u>Physical Description</u> : 73 [i.e., 72p.] t.ms.	box 2

[^ Return to Table of Contents](#)