

Finding Aid for the Office of the Vice President of Student
Affairs Records, 1928-2008



Collection Number: RG 10

Archives & Special Collections

William F. Maag, Jr. Library
Youngstown State University
One University Plaza
Youngstown, Ohio 44555
330-941-3487 (Phone)
330-941-3734 (Fax)
www.maag.ysu.edu/archives

Descriptive Summary

Title:	Office of the Vice President of Student Affairs Records, 1928-2008
Record No.:	RG 10
Accession No.:	UA 2008.10
Creator:	Office of the Vice President of Student Affairs
Extent:	1 box, 1.5 linear feet
Abstract:	The Office of the Vice President of Student Affairs is involved with the orientation process at YSU and helps students make the transition into college life at YSU.

Administrative Information

Provenance:	Office of the Vice President of Student Affairs
Preferred Citation:	Office of the Vice President of Student Affairs Records, 1928-2008, RG 10, Archives & Special Collections, William F. Maag, Jr. Library, Youngstown State University, Youngstown, Ohio.
Restrictions:	None
Processing Information:	Processed by Lisa Marie Garofali, January 2008

Historical Sketch

The Office of the Vice President of Student Affairs is dedicated to assisting students with the transition into college life. The Office of the Vice President of Student Affairs first started out as a Dean of Men and a Dean of Women when the university was known as YoCo (Youngstown College). It eventually developed into the Dean of Student Affairs then the Vice President of Student Affairs. Student Affairs is concerned with various areas on campus such as New Student Relations, Enrolment Services, Financial Aid and Scholarships, Special Student Services, Student Activities and Student Development

The Vice President of Student Affairs also works in coordination with the Center for Student Progress for Orientation for new students. A welcome message from the current Vice President of Student Affairs, Dr. Cynthia Anderson, can be seen at the following website:
<http://www.ysu.edu/studentorientation/>

Scope and Content Note

The collection was transferred to the YSU Archives and Special Collections by Dr. Cynthia Anderson, the Vice President of Student Affairs. The materials are arranged by type into series and sub-series, dates ranging from 1928-2008. The first series contains the correspondences in the collection from 1992 and 1997. The second series, which is probably the largest series in the collection, holds the various publications from the Office of Student Affairs such as The Student Handbook (sporadically dated 1928-2008), The Penguins' Coop from 1969-1978 (a student publication of the Student Handbook), the Code of Student Rights, Responsibilities, and Conduct dated 1978, 1983, 1985, 1991-1992, 2001. However some of the Code of Student Rights is also found within some of the Student Handbooks (such as the 1998-2000, 2002-2004). The Handy Hassle Handler (a student handbook made "handy" so a student's life on campus can be "hassle-free") from the early 1980s to the mid to late 90s. The final publication in the sub-series is "Your Right to Know" which contains information about safety on campus and various safety statistics. The final series in the collection is dedicated to Subject File, which contains various kinds of information (such as orientation, Student Life handouts, Student Activities handouts, reports, and calendars).

Series Description

Series I:	Correspondence
Series II:	Publications
Series III:	Subject Files

Related Materials

None

Index Terms

Cynthia Anderson
Student Life
Student Activities
Student Government
Penguins Coop
Orientation
Open Recreation
Intramural Sports
Academic Calendars
Student Service
Enrollment Services
Financial Aid and Scholarship

BOX 1

SERIES I: CORRESPONDENCE

Folder	Content
1	1992, 1997

SERIES II: PUBLICATIONS

Folder	Content
2	Student Handbooks, 1928-1929, 1949, 1954, 1957, 1960, 1965-1967
3	Student Handbooks, 1968, 1970-1972
4	Student Handbooks, 1972-1975
5	Student Handbooks, 1998-2000 (2 copies)
6	Student Handbooks, 2002-2004 (2 copies)
7	Student Handbooks, 2007-2008 (2 copies)
8	Student Handbooks-Penguins' Coop, 1969-1974, 1977-1978, Pt. 1 of 2
9	Student Handbooks-Penguins' Coop, 1969-1974, 1977-1978, Pt. 2 of 2
10	Code of Student Rights, Responsibilities, and Conduct, 1978, 1983, 1985
11	Code of Student Rights, Responsibilities, and Conduct, 1991-1992, 2001
12	Handy Hassle Handler, 1982, 1987, 1989, 1991, and 1993
13	Handy Hassle Handler, 1997-1998
14	Your Right to Know, 1993, 1999-2007

SERIES III: SUBJECT FILES

Folder	Content
15	Family and Friends Orientation Handbooks and Reception Flyer, 1997, 2002-2004
16	Greek Life, 2002-2003 (2 copies)
17	Speaker Workshop and Consortium, undated
18	Emerging Leader Program, 2001-2002, undated
19	Enrollment Management Action System (EMAS), undated
20	Campus Recreation Division of Student Life, 1997-1998, 2000-2001, undated
21	Schedule of Activities/Student Activities Handout, 2001, undated
22	YSU Services Flyer, undated
23	Report on the Division of Student Affairs, 1995-1997 (3 copies)
24	Where am I Going? A Life Planning Workshop, undated
25	Student Affairs Connections, volume 1, issue 1, Winter 1994
26	Hot Dates Activities Calendar, 1987-1988
27	YSU Registered Student Organizations, Oct 1997
28	Noodles Restaurant Menu, Kilcawley Center, undated