



[COLLEGE ARCHIVES](#)

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Gustavus Adolphus College Archives St. Peter, Minnesota

Faculty Handbooks and Manuals, 1946-Ongoing.

GACA Collection 32

Faculty Handbooks and Manuals, 1946-Ongoing. GACA Collection 32. 2 Records Center Cartons.

ABSTRACT:

The Faculty Handbooks and Manuals collection consists of materials starting in 1946. Although mostly complete, some dates are missing especially from the late 1940s and 1950s. Modern editions contain documents governing the College, a Faculty Manual, and a Faculty Handbook, as well as sections for faculty committees, general information, and various policies. The Dean of the College prepared the first handbook in 1946. After 1958, production shifted to the Committee on College and Faculty Publications. Later, the Committee on Faculty Activities oversaw creation of the handbook/manual. Amendments were made in part by a committee of the Faculty Senate, and the Faculty Secretary distributed revisions to replace outdated pages. Entire new manuals have been distributed occasionally.

RESTRICTIONS:

There are no restrictions on use of this collection for research purposes. The researcher assumes full responsibility for observing all copyright, property, and libel laws as they apply.

COLLECTION CITATION:

Faculty Handbooks and Manuals, 1946-Ongoing. GACA Collection 32. Gustavus Adolphus College Archives, St. Peter, Minnesota.

PROCESSED BY:

Edith "Edi" Thorstensson processed this collection during the 1980s.

Jeff A. Jenson provided additional processing and developed the finding aid in December 2007.

SUBJECT HEADINGS:

Gustavus Adolphus College--Faculty--Handbooks, manuals, etc.

GACA Collection 32	Box	Folder
Faculty Handbook, 1946	1	1
Faculty Handbook, 1948	1	2
Faculty Handbook, 1949	1	3
Correspondence, Albert G. Swanson and Edgar M. Carlson regarding a faculty handbook, May 1958	1	4
Faculty Handbook, 1959	1	5
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Faculty Handbook, 1971-72	1	12
Faculty Handbook, 1972-73 (Includes proposed revision)	1	13
Faculty Handbook, Revisions Only, 1973-74	1	14
Faculty Handbook, 1974-75	1	15
Faculty Manual, 1975-76	1	16
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Faculty Manual and Handbook, 1991-92	1	32
Faculty Manual and Handbook, 1992-93	1	33
Faculty Manual and Handbook, 1993-94	1	34
Faculty Manual and Handbook, 1994-95 (Includes All-College Policies, 1994)	1	35
Faculty Book, 1995-96 (Includes Institutional Review Board Policy for Human Subjects Research, August 1995 and other Miscellaneous Papers)	1	36
Faculty Book, 1996-97	1	37
Faculty Manual and Handbook, 1997-98	2	1
Faculty Book, 1998-99 (Includes diskettes, IRB, and All College Policies)	2	2

Faculty Book, 1999-2000	2	3
Faculty Manual and Handbook, 2000-01	2	4
Faculty Manual and Handbook, 2001-02	2	5
Faculty Handbook, 2002-03	2	6
Faculty Book, 2003-04	2	7
Faculty Book, 2010-11	2	8
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