



## President Albert G. Parker Papers, 1871-1980

### HC 14

#### Overview

Creator:	Albert G. Parker
Title:	President Albert G. Parker Papers
Collection Number:	HC 14
Collection Dates:	1871-1980
Size:	44 boxes; 9 artifacts
Accession #:	1958.1
Repository:	Hanover College Archives
	Duggan Library
	121 Scenic Drive
	Hanover, Indiana 47243-0287
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#### Collection Information:

##### Scope and Content Note

The Parker Collection spans from 1871-1980 focusing on Parker's presidency from 1929-1958. Materials include correspondence, information on the daily running of the college, Board of Trustee business, financial documents, donation information, material for soliciting students, college expansion and construction documents including blueprints, and the ending of segregation at Hanover. Correspondents include William H. Donner, P.E. Goodrich, Charles Lynn, Harry V. Wade, and architect Jens Fredrick Larson.

##### Historical Information

Albert George Parker, Jr. Was born in 1892, earned his Bachelor of Arts from Park College (1914), his Bachelor of Divinity from McCormick Theological Seminary (1919) and his PhD from the University of Chicago (1929) and was ordained a Presbyterian minister (1917). He was the president of Hanover College from 1929-1968, suffering a heart attack right before retirement. He was married to Katherine McAfee and they had several children. Parker's Presidency saw great changes at Hanover College including the construction many iconic buildings across campus and the ending of segregation at Hanover. Parker raised considerable money for the college, especially through professional friendship with W. H. Donner.

##### Organization

- I. Correspondence
- II. Board of Trustees
- III. Faculty/Academics
- IV. Construction/Buildings

- V. College Operations
- VI. Financial Records
- VII. Artifacts

Folders are labeled as done by Dr. Parker.

## Administrative Information:

### Related Items:

Related materials may be found by searching the [Hanover College online catalog](#).

### Acquisition:

Institutional Records

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**Preferred Citation:** [identification of item], President Albert G. Parker Papers, HC 14, Hanover College

**Finding Aid Updated:** 6/2/2023

### Container List

Series I: Correspondence

Box	Folder	Folder Title	Date	Notes
1	1	Adams, Clifford	1934-1938	Parker and Adams on scholarship, work, appointment as Geology instructor, Annual report of Adams instruction
1	2	Adams, William H.	1936-1940	Parker and Adams (Hanover solicitor) on people not to solicit, discussing Mr. Goodrich's wants for Adam's contract, lists of names and needs of the college; ending contract, fundraising campaigns, people to contact, funds raised
1	3	Andrews, Kate	1930-1934	Parker and Andrews (English professor) on room reservations, job details, Annual Report of Kate P. Andrews for 1931-1932, 1932-1933, 1933-1934
1	4	Auer, Jeffrey J.	1935-1937	Correspondence between Parker and Auer (Instructor in Public Speaking) on his resignation, recommendations for new speech instructor, complaint from Parker about anti-religious themes in a Hanover play, job details/challenges; General Data for the Office Files; Oratorical Association of Indiana; Data for North Central Association Report; annual report, application, resume



Box	Folder	Folder Title	Date	Notes
1	5	Bailey, Alvin K.	1955-1946	Correspondence between Parker and Bailey (Bible and History professor) on personal chat; recommendation letters; low student interest in Bailey courses; job details; housing Proposed Program for the Leave of Absence Academic Year 1954-1955; Memorandum to President Parker concerning the visual aids budget; Study and teaching abroad
1	6	Bain, Brice William	1933-1936	Correspondence between Parker and Bain (Economics and Business professor) on money owed, resignation, job details, annual report, job application and acceptance
1	7	Barker, L.V.	1931-1937	Correspondence between/about Parker and Barker (Bible professor); recommendation letter, book by Barker; job details; personal; job application Annual Report 1931-1932, 1932-1933
1	8	Black, Esther	1957	Correspondence between Parker and Black on housing, failure to turn in absence reports, Art Department needs and details, job details and application, College Point House Head Resident Report
1	9	Brown, Naomi	1957-1950	Correspondence with Hanover staff and Naomi Brown (Dean of Women) about her lack of church attendance, various needs/concerns of women's building, council/committee minutes/constitutions, job application, acceptance, and details
1	10	Burger, Dr. H.W.	1930	Duties/expectations of the Contests and Entertainments committee
1	11	Bunting, J. Whitney	1940-1945	Annual Report 1941-1942, chapel attendance, resignation; job application, acceptance, details,
1	12	Butler, Amos W.	1929-1932	Correspondence between Parker and Butler (Board of Trustees member) Ex. Com. Meeting, updates of meetings/discussions, architects, Board of Trustees information
1	13	Cady, Lyman V.	1938-1942	Job application, acceptance, and details, Memorandum to Members of Hanover Faculty
1	14	Calvert, Robert Jr.	1949-1954	Need for adult head resident in Men's Resident Hall, Recommendations for Men's Residence Hall, European summer study trips, elementary teaching, job application, acceptance, and details
1	15	Castaneda, James A.	1955-1958	Correspondence between Parker and Castaneda on job application, acceptance, and details, and housing information, Booklet Danforth Graduate Fellows 1955; correspondence with Dean E. Mowbray Tate on the death of Parker, Selective Service Board information
1	16	Clarke, Dr. Fitch A.	1931	Church speakers in the interest in the Synod, schedules, donations raised, travel expenses



Box	Folder	Folder Title	Date	Notes
1	17	Conklin, Paul S.	1942-1930	Correspondence between/about Conklin (Head of English department), discussion of new English professors, annual reports, housing, job details, faculty record
1	18	Conklin, Mrs. Paul	1942-1930	Job details, annual report, job offer
1	19	Copple, Lee	1955-1957	Ending of Hanover Position, personal disapproval of the new Dean of Men Tom Johns, housing information, job application and acceptance
1	20	Coulter, Dr. Stanley	1930-1936	Correspondence between Parker and Coulter (Eli Lilly Company) about Board of Trustees business, donations/funds, Mr. Donor Honorary Doctor of Science degree, information on Mr. Donner
1	21	Coulter, John	1945	Correspondence between Coulter and Parker over inquiries into field work and agreement for meeting
1	22	Coulter, John	1945-1946	Invitation to victory dinner, Memos and correspondence to Parker on pledges, statements to potential donors
1	23	Dailey, Willard	1934	Annual Report, 1933-1934, board for students, job details and acceptance, 1933-1934: North Central Association of colleges and secondary schools commission on institutions of higher education Faculty record blank
1	24	Diehl, Frank	1927-1931	Faculty Record, letting Diehl go for financial reasons, job changes, letter of recommendation from prior employers
1	25	Dizmang, Oscar K.	1932-1940	Correspondence between Parker and Dizmang (Economics and Business Administration) over request for Hanover catalogue, annual report 1933-1934, soliciting students, resignation, job acceptance, details, and application
1	26	Dunbar, M.M.	1951	Correspondence from Dunbar and Dunbar (Attorneys at Law) about taxes, Protest to proposed deficiency in income tax, room and board in dormitories, faculty residences owned by Hanover College, the student activity fee is used to help to sustain the following student activities which the college considers as a normal part of its whole program
1	27	Dryden, Clarence A.	1937	Attempts to raise funds, statements to alumni, discussion of pledges
1	28	Donner, Robert	1949-1954	Correspondence between Parker and Donner about \$1000 check, article by Leland Miles "This is the Age of Sloppiness", thanks for flowers sent to William H. Donner's funeral, books, Delaware Trust Company
1	29	Donner, Robert	1949-1951	Correspondence between Parker and Robert Donner on construction, President's house, Senator McCarthy "America Betrayed", book orders, mutual conservative opinion



Box	Folder	Folder Title	Date	Notes
2	1	Donner, William H.	1946-1943	Correspondence between Parker and William H. Donner, pricing, endowments, college updates, costs, donations, confidential report from Parker that Donner is not especially interested in donating for buildings, elementary school gifts, scholarships for high school students, personal chat/stories, construction, Board of Trustees Correspondence between Parker and Erle O. Blair (landscape designer) Hanover visit and landscaping plans
2	2	Donner, William H.	1938-1944	Correspondence between Donner and Parker on Hanover trustee committee business, construction, finances, endowments/donations, development plans, campaigns and funds of other universities
2	3	Donner William H.	1950-1946	Correspondence between Donner and Parker on president's house, personal chat, Board of Trustees business, commencement invitation, donations from Donor foundation and personal funds, construction, donation fundraiser updates
2	4	Donner, William H. (4)	1936-1941	Correspondence between Donner and Parker on personal matters, financial matters, donations, Henry C. Long fund, fundraising, donation of tapestries, securities in donner fund, college updates, construction (Classic Hall), farm purchases, bonds, landscaping
2	5	Dr. Covent and Mr. Donner		
2	6	Entorf, Mark L.	1931-1936	Job details, report for academic year 1931-1932, 1932-1933, 1933-1934, 1935-1936, faculty record, job application and acceptance
2	7	Ewing, Noble P. House	1938-1939	Correspondence between Parker and Ewing (District Manager- The Equitable Life Assurance Society) on the purchase of his house
2	8	Fisher, Anna Marie	1930-1937	Annual Reports 1931-1934, personal data, resignation, job details, housing, faculty record, job details, acceptance, and application
2	9	Fitzgibbon, Russell M.	1930-1940	Print from steel engraving of Ohio River from campus; housing, European history class, job details, data for report to the North Central Association, Annual reports 1935-1936, 1933-1934, work to supervise, leave of absence, faculty report
2	10	French, David G.	1938-1941	Recommendation letters from Parker, annual report to the president, housing details, job application and acceptance
2	11	Gardner, Evelyn	1935-1939	Annual report 1938-1939, 1937-1938, 1935-1936, hourly schedule, report of courses and credits summer 1936, job offer
2	12	Garten, Marie	1930-1934	Job details, faculty record, annual reports 1931-1934, resignation



Box	Folder	Folder Title	Date	Notes
2	13	"Goodrich, P.E."	1929-1934	Goodrich (1921-1951 Board of Trustees member and President), stocks and bonds donated to Hanover, correspondence over contracts, Goodrich Bros combined balance sheet, contracts of donations from Goodrich to Hanover, list of all donations Goodrich donated
2	14	Goodrich, P.E.- Challenge Fund	1937-1943	Evaluation of student instructors; Correspondence between Goodrich and Parker on scholarships, pledges, Board of Trustees business correspondence between Goodrich and various people planning meetings and discussing donations needed
2	15	Goodrich, P.E.- 1940	1940-1941	Correspondence between Goodrich and Lynn, Parker and others on Board of Trustees business; Investment committee; committee to resolve Fraternity and College issues (possibly over Frank Lloyd Wright Sigma Chi House): meeting and report discussions, losing money from frats; flying field; war possibilities; Hanover armory; contracts; stocks and bonds; financial statement; Donner fund donations; reduction of electricity prices; Disagreement between Goodrich and Parker over severity of students booing Chapel speaker Mr. Hillis; Fletcher Trust Company; finances; Patoka Coal Company; Interstate Telephone and Telegraph Company; United Telephone Company
3	1	Goodrich, P.E.	1941-1942	Correspondence between Parker and Goodrich/ Goodrich and others on trust receipt between Hanover and Mary Goodrich Deem, building appraisals, desired recipients of Goodrich's scholarships, B. of T. meeting and business, letters asking for donations
3	2	Goodrich, P.E.	1942-1944	Correspondence between Parker and Goodrich over B. of T. meetings and business, checks, stocks, real estate securities, finances, Classic Hall Construction, Hoosier-Cross News about Goodrich Brothers
3	3	Goodrich, P.E.	1941-1946	Contract between Hanover and Goodrich, Correspondence between Goodrich and Parker on stocks, bonds, contracts, protentional professor hires, fletcher trust company, advertising proposals, Hanover Alumni appealing to Goodrich over not being hired due to Japanese ancestry; Finances of Goodrich Brother's Company, Inc.



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3	4	Goodrich, P.E.	1938-1943	Correspondence between Goodrich and Parker on Investment and Faculty Committees, statement to alumni in response to appeals to save burned Old Classic Hall and appeals for donations, Goodrich receiving Hanover honorary degree and attending commencement, stocks and contracts, donations, fundraisers (Million Dollar Fund), checks, Mr. Donner donations, Board of Trustees business, nominations to committees, potential flying school at Hanover, raising finances for Sigma Chi Ballard House
3	5	Goodrich, P.E.- General Correspondence	1943-1944	Correspondence between Parker and Goodrich on Executive, Business, and Special Building Committees, Mr. Donner donations, contracts, stocks, appointments to boards, Classic Hall, dedication of Ball Chapel, attempts to get donations from Fred Millis
3	6	Goodrich, P.E.	1930-1931	Correspondence between Goodrich and Parker, or various others on donations, stocks, bonds, contracts, Board of Trustee business, Message to members of the Nominating Committee, Board/Committee resignations, nominations, and acceptances, scholarships, Goodrich donation of his estate
3	7	Goodrich, P.E. (Pres. Of the Board of Trustees)	1932-1934	Correspondence between Parker and Goodrich on professor salaries, college struggling monetarily, Board of Trustee business, bonds, scholarships, construction ideas for central heating plan/boiler building, asking for donations, letting professor go due to money, resignation of chairman of finance committee and replacement with W.H. Miller, donations, pledges
3	8	Goodrich. P.E.	1929-1930	Correspondence between Goodrich, Parker, and various others, Road 56, vacancies in Board of Trustees and business, Hanover catalogue, Bonds, and stocks, Huron College, Road 56, State Highway Commission, raising funds, discussion on wealthy people to solicit
4	1	Goodrich, P.E.	1946-1947	Correspondence between Goodrich, Parker, and others on donations, Fletcher Trust Company, investment of Margaret Miller, annuity of American Bible Society, stocks, bonds, potential students and scholarships, nominations for Board of Trustee committee members, meeting summary, hiring solicitor, Goodrich Memorial Fund at Wabash College, contracts, asking alumni for donations to meet Mr. Donner's challenge, housing prices and possibly buying houses in Hanover, committee to pursue conversations with Long College, typewriters, Indianapolis star newspaper about Wabash College, property in Anderson donated, "Down in Indiana" letters, Lambda Chi Alpha Alumni Assoc.



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4	2	Goodrich, P.E.- June 14, 1949- June 27, 1950	1949- 1950	Correspondence between Goodrich and Parker on stocks, contracts, not selling any of Hanover's property, plaque for Goodrich Hall, Goodrich Hall, Mr. Millis asking to be relieved of assisting with his donated building, investments, Goodrich funded student scholarships, "Report of Hanover Faculty Committee on Vocational Adjustment Service", Goodrich Building Fund,
4	3	Goodrich, P.E.- Dec. 8, 1947- June 20, 1949	1947- 1949	Correspondence between Lynn and Goodrich on a black female student attending Hanover, showing Goodrich's support and hopes for permanent ending of Hanover segregation, correspondence between Goodrich, Parker, and others on student scholarships, stocks, Plan of Rearrangement of Finances of the Advances Paint Company, Fletcher Trust Company, "Down in Indiana", personal and health chat, Goodrich Hall, Goodrich's resignation as President of the Board of Trustees, replaced by Charles J. Lynn, possibility of dissolving Special Building Committee, contract from Synod's Committee on Christian Education, donations, sprinklers in new construction, insurance on buildings, nomination committee
4	4	Goodrich, P.E.	1947- 1950	Correspondence between Goodrich, Parker, and others on the death of Goodrich's employee Mark Douglas, Fletcher Trust Company, Goodrich donations, contracts, Goodrich Hall, Fred Millis not completing donation, Goodrich student scholarships, pleasantries about in person visits, stocks
4	5	Goodrich, P.E.- General (1937- 1938)	1937- 1938	Correspondence between Parker and Goodrich on estimated student numbers, Faculty retirement insurance, Donner Fund, Goodrich scholarships, construction plans, stocks and bonds, appealing to alumni for donations, painting, donations, property purchases and sales, Board of Trustee meetings and business, contracts, Martha Ann Hamblen donation, Ball donations to other colleges, estimated costs, Hanover catalogue, mishandling of properties in Orlando, Florida
4	6	Goodrich, P.F. "Pierre F. Goodrich"	1947- 1950	Correspondence between Parker and Pierre F. Goodrich on Goodrich Hall, asking for donations, planned attendance or inability to attend various meetings
4	7	Goodykoontz, W.M. F.	1954- 1955	Correspondence between Parker and Goodykoontz (professor of English) on job application, acceptance; survey about drinking on campus and Hanover student's opinions of drinking, president disapproving of this survey, strong response defending survey from professor



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4	8	Grabau, Mrs. Richard	1957	Correspondence between Grabau and Parker on data from results of 1956-1957 Reading Improvement Course, Results of 1957 Freshman Reading Tests, Progress from reading program, amount paid to Mrs. Grabau
4	9	Graham, Ruth	1933-1956	Correspondence between Graham and Parker, and others on job application, resume, extensive inquiry into Graham's background, job acceptance, chapel organ, housing, annual report 1939-1940, tuning pianos, resignation
4	10	Grant, Robert	1931-1933	Summary of Classic Hall Funds to December 8, 1932, College Development Account, College Development Committee discussion on the contract between Mr. Goodrich, Mr. DuShane, and Mr. Grant, Correspondence between Dr. Stanley Coulter and Robert Grant and Goodrich on Grant's children being treated unfairly at Hanover, Grant's debt to the college, termination of Grant's contract due to unsatisfactory work, contract, Cash and Pledges received by Mr. Grant, Grant's campaign, Finance Committee of the Board of Trustees statements, housing, Towns not yet solicited, churches and their benevolences, map of the synods of Indiana
4	11	Hamblen, Martha Anne.	1936	Job acceptance and details, credit for collecting lapsed pledges on the college development campaign, money needed at Hanover College, Things to do in each town
4	12	Hay, Gerald J.	1935-1937	Correspondence between Hay and Parker on suggestion that Hay resign due to not working full time, Outline of work for week, information about students who applied, job details and requests, Annual Report 1935-1936, Board of trustees job offer and contract renewals
4	13	Hogue, Arthur R.	1934-1948	Correspondence between various individuals on Dr. Hogue on resigning from academic dean to take over chairman of the faculty, job details, renewals, Annual Report of A. R. Hogue (Professor of History and Political Science) 1939-1940, 1939-1939, 1937-1938, class absences, faculty record, job updates, housing, courses, textbooks, job acceptance and application
4	14	Hower, Charles	1930-1936	Correspondence between Hower and Parker on job details, job offer, and application N.C.A. reports, Yearly Report, Annual Report of C.C. Hower for 1931-1932, 1932-1933, faculty record



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4	15	Hyatt, Joseph L.	1930-1952	Correspondence between Hyatt (Professor of Biology) and Parker on job renewable, details Annual report of Joseph L. Hyatt, 1939-1940, 1938-1939, 1933-1934, 1935-1936, 1931-1932, 1932-1933, certificate that Joseph L. Hyatt completing courses at The Rocky Mountain Biological Laboratory, Report of Study, Professional Meetings 1936-1937, Salary Schedule, job application, offer, and acceptance
4	16	Ide, Dora D.	1944-1952	Donations, asking for donations, personal chat, a resolution of gratitude by the trustees of Hanover College; Bulletin No. 47, August 1933, American Participation in the Extraordinary Session of the International Commission for the Air Navigation at Paris, June 10-15, 1929, to Revise the Convention of October 13, 1929, International Aeronautic Organizations and the Control of Air Navigation, Use of a chapel at Hanover College, dedication of Donner-Idea, donations
5	1	James, Elijah J.	1930-1932	Annual Report for 1931-1932, recommendation letters, faculty record
5	2	Johns, Thomas	1954-1957	Correspondence on Johns being appointed the Acting Dean of Men, Dean of Men responsibilities, offer of chaplain position, expense record for Johns, Report to Dr. Parker on meetings and preaching
5	3	Johnson, R. Park	1941-1943	One Hundred Tenth Annual Commencement Hanover College Booklet; Correspondence between Johnson and Parker on honorary degree, contributions to building project, recommendation letter from Parker for Johnson, job offer as Acting Dean of Freshman Men, job appointment as Associate Bible Professor, job application
5	4	Kramer, Leonard	1947-1955	Correspondence between Kramer and Parker on approved sabbatical leave, plan of work during sabbatical, contract renewal, the Hanover College tour to Washington D.C., Political Science syllabi, job details, Dismissal Council of the Reverend Leonard J. Kramer, Ph.D. at the First Congressional Church, The Church Properties, newspaper articles about Kramer's resignation from church for Hanover position, job details, housing, job acceptance, job application
5	5	Lair, H.P.	1945	Correspondence between Parker and Lair (Board of Christian Education Associate in Missionary Education) on visiting Hanover, personal chat, missionaries in China, end of WWII job offer and acceptance, Lair's experience in China and unlikely ability to return, housing



Box	Folder	Folder Title	Date	Notes
5	6	Lee, Henry W.	1928-1941	Letter of condolences from Parker on behalf of the Hanover faculty to Mrs. Lee on the death of her husband; Agreement between College and Henry Lee for 1928-1929 for Manager of the College Bookstore; Report of Manager of the Bookstore for
5	7	Lynn, Charles	1949-1950	Correspondence between Parker and Lynn on Mrs. McDougall on Memorial for Dr. Daniel W. Fisher, catalogue, and portrait of Mrs. Parker, sports appreciation, loans, "Your Interest in Higher Education", donations, 125 <sup>th</sup> anniversary fund, J.K. Lilly III, donation of Parker portrait anonymously by Mr. And Mrs. Lynn, possibility of investment of Long funds into Donner corporation, disloyal or subversive organizations listed by attorney general, possibility of renovating College Point House
5	8	Lynn, Mr. Charles J. (Board of Trustees)	1939-1944	Correspondence between Lynn and Parker on donations, Mr. Donner's donations and fundraisers, college business, possible construction of swimming pool, Board of Trustees and subcommittee business, construction, Million Dollar Fund, Mr. Goodrich, contracts, investments, Fletcher Trust Company, loans, Old Classic Hall, Challenge Fund
5	9	Lynn, Charles J.	1951-1949	Correspondence between Lynn and Parker on Board of Trustee business, general college business, honorary degrees, debating day off from classes, pictures of Hanover
5	10	Lynn, Charles J.	1949-1946	Correspondence between Parker and Lynn on Board of Trustees and subcommittee business, honorary degree for J.K. Lilly, college business, donations, discussion of New York Times discussion of colleges ending segregations, Mr. Goodrich, Struck Construction Company, Lynn Hall, construction expenses, Long College, Long College and Hanover college merging, Copy of a statement written to Mr. Lynn about the admission of a black student from Madison: Parker's personal issues, necessity of acceptance due to student and professor support, Christian values making acceptance necessary, previous admittance of Nisei students
5	11	Lynn, Charles J. (1942)	1942	Correspondence between Lynn and Parker, potential students, Memorandum for George J. Baker, Jr. Foundation, rebuilding Classic Hall, Board of Trustee business, Mr. Goodrich, Donner Foundation, stocks and bonds, college advertisements in newspapers, Goodrich investment account, Fletcher Trust Company, statement of desire for no rift between alumni and non-alumni Trustees, Patoka Coal Company



Box	Folder	Folder Title	Date	Notes
5	12	Lynn, Charles J. (1940)	1940- 1941	Correspondence between Lynn and Parker on stocks, bonds, Board of Trustee and subcommittee business, Mr. Goodrich, contracts, Mr. Donner, fundraising, college funds, Fletcher Trust Company, donations, Engrossed Senate Bill No. 157
5	13	Lynn, Charles J.	1942- 1947	Correspondence between Lynn and Parker on organ installation, Mr. Donner and his donations, stocks and bonds, Board of Trustee and subcommittee business, investments, Goodrich Fund, Fletcher Trust Company, college business, finances, Mr. Leslie Colvin, construction of Classic Hall, quotes from Cochran and McCluer Company of properties Hanover is interested in
6	1	Lynn, Charles J.	1941- 1945	Correspondence between Lynn and Parker on Indiana Presbyterian Board and advertising Hanover, Board of Trustee and subcommittee business, donations, Lynn donation of Men's Physical Education Building, pipe organ, and orgatron, architect Leslie Colvin, college business, possibility of Indiana Institute, Mr. Goodrich, funds, "Does the Presbyterian Church in Indiana Believe that a Strong Religious Influence is Desirable for Her Members When They are in College", donations, J.K. Lilly donation, Million Dollar Fund, Harry Campbell, discussion of Goodrich contract
6	2	Lynn, Charles	1944- 1946	Correspondence between Parker and Lynn on construction, Mr. Larson, Board of Trustee and subcommittee business, Mr. Coulter, Mr. Wade, stocks, donations, Third Challenge Fund, college business, statement that Christian Education is vital to preventing another world war, contracts, Harry Wade, advertising Hanover, Struck Construction Company, Wabash College: The President's Report to the Board of Trustees, Mr. Goodrich, Hanover bulletins
6	3	Lynn, Charles	1946- 1947	Correspondence between Parker and Lynn on Long Fund, finances, Lambda Chi Alpha Alumni Association, Struck Construction Company, Long Trustees, Mr. Goodrich, construction, honorary degrees, Classic Hall, Mr. Donner, Mr. Goodrich Conditional Gift to Wabash College, Third Challenge Fund, death of Harry Campbell



Box	Folder	Folder Title	Date	Notes
6	4	Lynn, Charles	1947-1949	Bulletin of Hanover College, Correspondence between Lynn and Parker on Board of Trustees business, Mr. Goodrich, Mr. Donner, auditorium construction, Classic Hall, Mr. Larson, college business, Hanover Creed (Hanover principals and fundamentals), Sturck Construction bills, donations, Hanover bulletins, "Your Will- While There is Time!", construction, "Proposed form of contract to be suggested to the special committee from Synod's Christian Education Committee, as approved for consideration by the Executive Committee of the Trustees of Hanover College", photos of Hanover,
6	5	Lynn, Charles	1950-1953	Correspondence between Lynn and Parker on Hanover College audit, sticks and bonds, finances, Long College, Board of Trustees and subcommittees business, brochures and catalogues of Hanover, contract, college business, Midwest Regional Committee on Discrimination in Higher Education proposal, possible purchase of William E. Wilson's collection of rare books, Nancy Johns (Alpha Delta Pi Hanover Student to Lynn on need to admit Black students to Hanover and discussing this with friend Mrs. Parker, donation, speculation, speculation about Board's previous action not to allow Black students at Hanover, Struck Construction Company, Swartz Memorial Lectureship Fund, Hanover supporting of faculty in regards to Federal-Income Tax, library, Mr. Donner donations for new buildings,
6	6	Lynn, Charles	1953-1955	Correspondence between Lynn and Parker on college business, Hanover bulletin, Morton Packing Company Annual Report, Board of Trustee and subcommittee business, need for campus night watchman and additional outside lighting, Mr. Graham Brown's donation for chapel, donations, Board of Trustee's voting results to end "unrecorded prohibition" of black students at Hanover, Summary of Attitudes of Study Body on admission of Black Students, The Rights and Responsibilities of Universities and their Faculties, a statement by the association of American Universities,
6	7	Lynn, Charles	1955-1957	Newspaper clipping on judge's decision on Charles J. Lynn's estate, bonds, stocks, Board of Trustee and subcommittee business, money needed through fundraisers, 400,000 fund, donations, Ford grant, admission of black students
6	8	Martin, R. Earl	1929-1953	Correspondence between Martin and Parker on job details, annual report for the academic year for 1939-1940, 1938-1939, 1939-1938, 1936-1937, 1935-1936, 1933-1934, 1931-1932, Faculty Record



Box	Folder	Folder Title	Date	Notes
6	9	McEwen, Robert W.	1934-1940	Correspondence between McEwen and Parker on job details, Annual Report to the President 1937-1938, 1935-1936 Report for North Central Association data, faculty record, job application
6	10	McLandress, Dr. R.L.	1929-1934	Correspondence between Parker and McLandress on possibility of State Pastor's Conference at Hanover, payments owed by the Synod, Correspondence about Committee on Christian Education business, details on conferences held at Hanover
6	11	McLandress, Dr. Robert J.	1936-1940	McLandress' s donation of college, Correspondence between McLandress and Parker on The Committee on Christian Education Synod of America of the Presbyterian Church business, donations, personal chat
7	1	Miles, Leland W. Jr.	1949-1957	Correspondence between Miles (Chairman of English Department) and Parker on job details, college business, resigning chairmanship, Hanover written English Competence Test, English Department business, guide sheet for students who failed, The Hanover literary program, report of sabbatical leave, job application
7	2	Meyer, Herbert A.	1929-1946	Correspondence between Meyer (Math Professor) and Parker on resignation, job details, Annual Report 1939-1940, 1938-1939, 1937-1938, 1935-1936, 1931-1932, 1932-1933, 1933-1934, Report of June 1935-1936 for North Central Association, Faculty Record, job application
7	3	Meyer, Mrs. Herbert A.	1930-1946	Correspondence between Parker and Meyer (Professor of English and Spanish) on job details Annual Report 1939-1940, 1939-1939, 1937-1938, 1935-1936
7	4	Millis, William Alfred	1937-1938	Correspondence between Millis and Parker on donations, especially Mr. Donners, letter form Millis to Alumni about need to donate to meet Mr. Donner's challenge
7	5	Moore, Ellen W.	1935-1941	Correspondence between Parker and Moore on Report of the Dean of Women and Associate Prof. Of German, 1937-1938, job details, Ms. Moore's death
7	6	Parker, Mrs. Albert G.	1959-1962	Correspondence between Mrs. Parker and President Horner on her donation of stocks and her residence in the President's house from 1958-1962 after President Parker's death
7	7	Peterson, J. Dwight	1947-1950	Correspondence between Parker and J. Dwight Peterson regarding a new men's dormitory possibly named Goodrich Hall contingent upon funding. There is speculation upon other construction and sources with instructions regarding various securities.



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7	8	Ryan, J.C.	1929-1932	Correspondence from Ryan regarding an unstated offer of a position (a staff position) by Parker which Ryan eventually nixes. Correspondence relating to a synodical offer of \$1,5000,000 for construction of buildings at Hanover College with a query from Ryan re a news clipping of the monetary offer. Parker seeks contacts with the Ball family.
7	9	Scholl, Evelyn H.	1935-1937	Correspondence and information shared by Dr. Evelyn H. Scholl with Parker regarding a position as English Department Head at Hanover College curriculum vita. Notes between the two provide an interesting discussion of the issue of plagiarism and the resulting difficulties.
7	10	Seibert, Russell	1932-1935	Correspondence with Parker regarding a History position presenting academic work and recommendations with attendant records.
7	11	Shepherd, Jean	1933-1934	Information shared with Parker from Ms. Shepherd for the position of Physical Education Instructor at Hanover.
7	12	Shotwell, Louisa R.	1938-1941	Letters between Ms. Shotwell and Parker preparing her for the Dean of Women position, some teaching including information for her of incoming students and preparation for housing.
7	13	Steiner, R.L.	1942-1946	Correspondence concerning courses Hanover needs filled by an instructor and the preparation of the applicant with advice on how to proceed. Wartime (WWII) difficulties create hardships and uncertainties under discussion.
7	14	Stone, Robert C.	1936-1937	Information sent by Dr. Stone and others regarding his scholarship and advanced studies in ancient languages for an opening at Hanover College.
7	15	Stoner, Walter L.	1947-1952	Publications of Dr. Stone. Information regarding his preparation and experiences and a discussion with Parker regarding the academic atmosphere at the college and the building programs underway.
7	16	Tubbs, Katharine	1933	Correspondence with Parker regarding qualification and experiences conducive to a position at Hanover College.
7	17	Van Liew, John M.	1932-1943	Correspondence regarding coaching of various sports, physical education experiences, academic background, fitting into Hanover, church attendance, family, and the effects of WWII on staff positions.
7	18	Wade, Harry V.	1947-1949	Correspondence of Mr. Wade, president of Standard Life Insurance of Indiana regarding safety issues of Hanover College facilities and programs at the school. Sororities and issues involving them are discussed.
7	19	Wade, Harry V.	1949-1950	Letters regarding the role of successful athletic programs in maintaining enrolment and monetary balances.



Box	Folder	Folder Title	Date	Notes
7	20	Wade, Harry V.	1950-1953	Discussions and information of building and grounds issues at the college and "blanket" insurance policies as an option.
7	21	Wade, Harry V.	1944-1946	Monetary and construction issues, the fraternity question as to filling houses to avoid more men's dorm construction and details for new buildings.
8	1	Wade, Harry V.	1946-1947	The issues of obtaining Long College, building repairs, and religious discrimination in hiring.
8	2	Wade, Harry V.	1946-1951	Discrimination as a factor in college admissions, following wishes of donors consistently in order to encourage future largess, morale as an issue among alumni, insurance and safety issues, addressed in these letters.
8	3	Walters, Don A.	1937-1954	Correspondence from the president to Prof. Watters and letters from the professor to Dr. Parker. Information appears on incorporation of using radio/television broadcasts in the colleges. There is some discussion of the effects of wartime service's effects on lives of scholars.
8	4	Westington, Mars M.	1937-1954	Correspondence discussing issues in teaching speech and the evaluation process in judging student performances and grades. The effects of WWII upon the school and its teachers are presented clearly. There is much information regarding the classics program and information about impressive Dr. Westington.
8	5	Wilson, Margaret	1929-1930	A collection of letters of application to various colleges providing much detail to Miss Wilson's academic and personal life and to her wide experience in teaching English in the Orient. Her letters reveal an accomplished, detailed, and interesting mind presented with impeccable prose which is most charming. Letters involving her experiences in the Philippines are very interesting.
8	6	Wishard, William N.	1937-1938	Correspondence with Dr. Wishard concerning building a more diverse base of dependable donors (the committee on the challenge fund for Hanover College) to reach the monetary goals of the year's fund raising.
8	7	Correspondence-General, outgoing	1929-1930	Solicitations to Dr. Parker, requests of a wide variety, receipts, and copies of many letters during his first year of service as president. There are many documents related to the characteristics of small liberal arts Christian colleges.
8	8	Correspondence-General (personal), outgoing	1929-1930	Letters to the president from many Christian agencies and organizations and individuals domestic and abroad. Telegrams concerning his appointment as president of Hanover College.



Box	Folder	Folder Title	Date	Notes
8	9	Correspondence-general	1930-1932	Correspondence from various colleges regarding "The Liberal College Movement as well as handwritten personal notes and local letters.
8	10	Correspondence-General	1940	Letters from businesses, other colleges, and statistical tables regarding student achievements.
8	11	Correspondence-General	1939-1940	News clippings, letters regarding successful funding for Donner Dormitory, tornado insurance, electrical costs, and special needs of students.
8	12	Correspondence-General	1940	Correspondence regarding the "Hanover College Syndicate", an organization of individuals, The American United Life Insurance Company: Ralph S. Cowl, president, and other members of a solicitation to match the Donner gift.
9	1	Correspondence-General	1940	Letters concerning military preparations, student data, and pilot training and National Defense issues. Letters from colleges and the American Association of Colleges.
9	2	Correspondence-General	1940	Letters from the government, Boards of Education, notes, fliers from vendors, and inquiries from other colleges.
9	3	Correspondence-General	1940	Donor letters, suggestion letters from Board members, letters to students, assessments of students, lists of potential graduates with records.
9	4	Correspondence-General	1940-1941	Correspondence regarding scientific supplies, utility costs, books, various educational associations, a student petition, letters from sister schools, and fund raising revealing a Darwinian world of many mouths and scarce tables.
9	5	Correspondence-General	1941	Correspondence concerning a movement in American higher education to emphasize "citizen education" in the country during the months leading up to World War II. This folder holds publications prepared for this campaign in Indiana and includes the state university flagships and private schools as well. Hanover College considers starting its own citizen institute and raising money for it.
9	6	Correspondence-General	1941	Letters regarding insurance, the effects of the wartime draft, individual student needs to leave the college mid-year, letters from various educational associations, solicitation letters from the college, letters lamenting the loss of Classic Hall.
9	7	Correspondence-General	1941	Various publications from organizations, state, and national government entities. There are references as to the draft's effect upon college enrolments. Bulletins from the National Security Agency also appear.



Box	Folder	Folder Title	Date	Notes
9	8	Correspondence-General	1941	Letters from American Association of University Women, Hanover advertisements from newspapers, supply companies, student records, Aviation Training Board, The Federal Works Agency, The Selective Service System, and The Emergency Committee in Aid of Displaced Foreign Scholars.
10	1	Correspondence-General	1941-1942	A letter in support of Japanese/American citizens from the director of Missionary Education for the Presbyterian Board of Christian Education.
10	2	Correspondence-General	1942	Correspondence from a variety of sister colleges, Letters concerning Fraternity issues-especially the war, a news clipping from The Cincinnati Times-Star listing advertisements for colleges, a letter from the National Home Study Council on the need for training in wartime and the roles for liberal arts colleges. There are several letters from Congressional Committees.
10	3	Correspondence-General	1942	Wartime letters both personal and professional revealing the shadow of the ever present "emergency". Letters from members of the Board of Trustees concerning travel issues during wartime impacting their attendance at meetings. Many short informal memos concerning minor favors important to board members and their constituents important to majority support on the Board. Announcements for college conferences. U.S. Naval inquiries regarding availability of college men.
10	4	Correspondence-General	1942	Correspondence from several sources indicating the effects of the war time conditions upon the financial stresses appearing on private liberal colleges. Letters from federal agencies discussing difficulties trains are having in transporting large numbers of soldiers and reporting needs for trained men in electronics-especially radio technicians. The U.S. Navy expresses interest in using Hanover College for housing and its river location.
10	5	Correspondence-General	1951-1952	Minutes of the Presbyterian Christian Education Committee including a list of projects, a budget, new project descriptions, and definitions of new educational policies. All course schedules at Hanover College for the 1952-1953 academic year.
10	6	Correspondence-General	1952-1953	Racial Discrimination issues in Higher Education-Committee reports in the mid-west. Letters from a variety of service institutions offering seminars, information, and programs. Accreditation Commission Progress Report booklet.
10	7	Correspondence-General	1929	Alumni letters updating addresses.
10	8	Christian Education	1930-1932	Reports from various boards of Christian Education.



Box	Folder	Folder Title	Date	Notes
11	1	Appealing to Presbyterian donors	Unknown	Letter appealing to Presbyterians to donate to Hanover, which maintains Christian ideologies, in order to fight against the anti-Christian world
11	2	Business Administration	1948-1958	Booklet for Autumn Conference on Marking for the Louisville Chapter of the American Marketing Association held at Hanover; The Objective of Business Education, an address by John L. McCaffray, President of International Harvester Company; Report-Analysis and Recommendations Relative to Program in Business Administration and Economics
11	3	Fraternity Housing	1950	Correspondence between Parker and Joe E. Cox, Phi Gamma Delta on building a new house at Hanover, discussing need to present details to the Board of Trustees
11	4	Ch. Ed.	1930-1938	Presbyterian Educational Publications and Information Packets.
11	5	Applications for Positions	1930-1934	Personal letters to and from friends and recommendation letters.
11	6	Campaign	1930-1931	Organization recommendations for the campaign from The Board of National Missions of the Presbyterian Church. Notes from individuals and letters from other colleges.
11	7	Reservations for Synod June 9, 1941	1941	Correspondence, lists of names, notes, Synod business and plans.
11	8	Episcopal Conference-1941	1940-1941	Youth conference through the Episcopal Diocese of Indianapolis involving the Young Men's and Young Women's Associations.
11	9	Farm Bureau, 1940	1935-1940	Letters and plans for Bureau's club camps at Hanover college.
11	10	St. Matthew Evangelical Retreat	1940	Correspondence for planned retreat on Christian Education at Hanover College.
11	11	N.Y.A. Correspondence: 1937-1938	1937-1938	Forms, letters.
11	12	N.Y.A. Correspondence: 1936-1937	1936-1937	Forms, letters, notes, worksheets for plans, student aid bulletin.
11	13	N.Y.A.: 1936-1937	1936-1937	Lists of possible attendees and workers for camps at Hanover College.
11	14	Concerning N.Y.A., 1937-1938	1937-1938	Time- cards for participants, lists of names, supervision plans, and letters and forms for student aid work program.
12	1	Conf. H.E.	1955	Survey data, reports and plans to meet the predicted wave of college students in Indiana in 1970.
12	2	Presbyterian Board	1952-1957	Board of Christian Ed. Reports, committee reports, philosophical discussions, tabulations of data, colleges reporting stats, and tables of financial data.



Box	Folder	Folder Title	Date	Notes
12	3	Concerning Cinders	1938	Cinders for various uses hauled to Hanover College from the Jeffersonville Colgate plant.
12	4	Housing-Sutherland, 1940-1941	1940-1941	For women's housing during the work on Donner Hall.
12	5	Prices, Supts, Teachers: Correspondence with July 1940 to August 1941	1940-1941	Letters from High School Principals in Indiana regarding the awards of Scholarships to Hanover College to their graduating seniors.
12	6	Summer School-1940	1940	Personal letters to the President from inquiring potential enrollees at Hanover College. Includes post cards.
12	7	Rockville Tribune	1932-1941	An offer from the Rockville Tribune in Rockville, In to use its Addressograph technology to help the College in folding and addressing letters and bulletins in the future.
12	8	Information, Price Quote, Etc.	1934	Ads from various engraving companies to produce future copies of The Renovah.
12	9	Requests (in) to July 20, 1936	1935-1936	Worksheets, lists, questions, project parameters and descriptions and requests for ideas for special institutional projects including memorials.
12	10	Engagements	1930-1934	Invitations from other institutions for the college President to present a program or speak for an engagement throughout the area.
12	11	Ministers (Aug. 1939-Aug, 1939)	1938-1939	Requests from area ministers of various churches for the President to speak at various events.
12	12	Guest Speakers	1935-1936	Requests from the president for other leaders to speak at Hanover College assemblies.
12	13	Ball Donors	1932-1937	Inquiries and replies to The Ball Canning Jar Company family for financial assistance to Hanover College.
13	1	Friends of the College	1931-1938	Lists with addresses, notes, letters, past copies of correspondence for future reference.
13	2	Mimeo- Alumni Letters	1934-1938	Mimeograph copies of letters to alums asking for financial assistance and aid in finding Hanover's future graduates. Copies of locally produced bulletins containing alumni news.
13	3	Dorothy L. Anderson: Assist. Women's Phys. Education	1942-1944	Correspondence and an abstract of an MA thesis.
13	4	Ch. Ed.	1933-1935	Presbyterian Board of Christian Education booklets, info sheets, reports, updates, letters, and handouts.
13	5	History of Hanover College	1929-1930	Letters, cards requesting information from several sources.
13	6	Hoosiers in Chicago	1930-1933	A roster of important Hoosiers in Chicago with addresses with past correspondence.



Box	Folder	Folder Title	Date	Notes
13	7	Misc. Engagements etc.	1929- 1930	Letters. Invitations, a contract, and notes.
13	8	General	1932- 1934	A printed program from a lady speaker with photo asking to present a talk at the college. Many letters, notes, and a list of many names.
13	9	General, outgoing	1933- 1934	Various petitioners asking various favors- some from institutions, notes.
13	10	General	1936- 1937	Publications locally generated mixed with correspondence, programs, notes, and productions from other colleges including photos.
13	11	General	1937	General publications of a scholastic nature: lists of equipment, summaries of scholastic approaches, forms used in schools, and notes.
14	1	General	1937	
14	2	General	1937	Correspondence, notes, college bulletins, Trustee updates, Public Health Bulletins, financial reports.
14	3	President Parker	1937- 1938	Fund raising advice, leads on possible donors, information for specific student needs. College notices of special programs and offerings. Retirement program options under consideration. Publications and advertisements.
14	4	Dr. Parker	1938	Individual student needs, Trustee issues, advertisements, reports.
14	5	President Parker	1938	Fine Arts flyers, ads, supply sources, letters from universities and colleges, housing issues.
14	6	General	1937- 1938	Fund raising correspondence, financial reports, inquiries, fraternity houses problems with buildings.
14	7	General	1939	Correspondence regarding student needs, advertisements, financial statements, missives from a variety of institutions including medical, construction, governmental, production service, printers, and educational.
14	8	Tharp	1946- 1951	Harold B. Tharp of Fletcher Trust Co. Indianapolis, IN Issues involving conversions of various assets into investment funds.
15	1	1939	1937- 1940	Correspondence regarding contractors, suppliers, Boards, Associations, government agencies, and individuals.
15	2	Mrs. Parker: Prices, Correspondence	1951	Quotes on prices for furniture and home furnishings, receipts, and correspondence to suppliers.
15	3	Carnegie Corporation	1937- 1942	Report on expenditures of \$7500 grant for Arts instruction program at Hanover College.
15	4	Tabernacle Teacher's Group from Indianapolis	1948	A request from the church to hold a teacher conference at Hanover College.



Box	Folder	Folder Title	Date	Notes
15	5	Secretarial Council of Summer Leadership Schools	1947-1948	A request with documentation to hold a conference at Hanover College including subsequent letters.
15	6	Presbyterian Young People's	1946-1950	Arrangements for Young People's Conferences at Hanover College with receipts and correspondence.
15	7	Conferences, General	1948-1952	A collection of correspondence and requests for various conferences over the years with experiences recorded.
15	8	National Staff: Board of National Mission	1950	Board of National Missions of The Presbyterian Church in the U.S.A. national staff annual meetings at Hanover College. Correspondence et. al.
15	9	State Grange Conference	1949	Receipts, correspondence, and agenda for the Indiana Grange Conference at Hanover College.
15	10	Federal Security Agency (Social Security)	1950-1957	Documents and correspondence regarding an inquiry as to the SSS status of the five ordained ministers on staff at Hanover College.
15	11	Fletcher Trust Company	1951-1954	Investment reports, receipts, letters, quotes, tables, contracts, notes, securities, bonds, and other financial utilities owned by the college.
15	12	Classified Forest Annual Report	1948-1952	Forms and a response of the college to a state agency inquiry.
16	1	General Education Board	1937-1952	Letters and documents regarding The General Education Board in New York City and its guidance in helping colleges use donor funds for capital purposes.
16	2	Bonding for Office Personnel	1939-1953	Receipts for payments of insurance coverage by Grain Dealers Mutual Agency of Indianapolis to bond office employees.
16	3	Federal Emergency Relief Administration	1935-1936	Works Progress Administration of Indiana forms, letters, government agencies, forms of regulations and descriptions, unemployment forms, applications and instructions explaining policies, programs, and choosing participants.
16	4	Church's Campaign	1935-1936	Letters, financial records, Indiana church benevolences, and synodical actions on behalf of Hanover College.
16	5	Federal Emergency Relief Administration	1935-1936	Time sheet charts, letters, student lists of participants and descriptions of projects.
16	6	Fraternity/Sorority Financial Aid	1936-1940	Statistical sheets, lists, records, letters, notes, and tabulations regarding Greek system students and government assistance programs.
16	7	Federal Emergency Administration of Public Works	1933-1935	Government loans for private colleges descriptions and rules and attendant legal issues with guidance. Policies for public works projects, addresses, letters from companies to Hanover College opposed to government aid to private colleges for building construction.



Box	Folder	Folder Title	Date	Notes
16	8	General Chapel Service, Outgoing	1929-1930	Replies to the president of Hanover College for speakers at chapel services.
16	9	Association of American Colleges	1929-1934	Correspondence, bulletins, a list of books for the college president's library.
16	10	Synod of Indiana	1930-1936	Letters, invitations, summaries of meetings, lists, notes, and programs.
16	11	Presbyterian Board of Education	1931-1934	A variety of requests from institutions and individuals.
16	12	Unlabeled	1950-1951	Rough drafts of Articles for an association of private colleges in Indiana and issues between schools.
16	13	Gen. Fraternities	1954-1955	Issues of governance, housing, funds, deeds, and housing between fraternities and Hanover College.
16	14	Federal Emergency Relief Administration	1934	Forms, lists, letters, unemployment, notes, explanations, guides, and needs of students with no money.
16	15	Federal Emergency Relief Administration	1935	Spending unexpended balances in student aid programs, bulletins, guides, letters, lists, explanations, policies, and forms.
17	1	Teachers: Summer Study, Expense Accounts	1935-1937	Programs, letters, forms, notes, reports, suppliers of products, bulletins, and lists.
17	2	1936	1936	Publications, letters, lists, notes, and booklets.
17	3	Chicago	1935-1937	Letters from colleges and schools, reports on students, notes, lists, insurance policies, financial records and efforts.
17	4	Donner Foundation	1953-1957	A report to the foundation from Hanover College, letters back and forth, proposals, memoranda.
17	5	Hamilton	1956-1958	An analysis of the college-needs and wants, strengths and hopes, descriptions of properties, and data.
18	1	B	1957	Legal and insurance issues with Beta Theta Pi fraternity house correspondence with college attorney in Madison.
18	2	Long	1947-1956	Financial issues with Long College including reports, notes, and correspondence.
18	3	Research	1953-1958	Reports of Committee on Faculty research projects, descriptions, and committee on educational Policies notes of meetings.
18	4	Friends-Letters to Contacted by Mr. Will H. Adams	1936-1937	Friends of Hanover College contacted by Mr. Will Adams revealed in letters describing needs of the campus in 1936-1937.
18	5	Nagle	1950-1953	Reports of the work of Mr. Wilbur Nagle on behalf of Hanover College to Dr. Parker.
18	6	Re. Fraternity Situation	1940-1941	Letters to fraternity presidents asking them to help recruit more men students for the coming year.
18	7	Honorary Degrees	1938	Notes, lists, and letters regarding honorary degrees granted at the 1938 commencement.



Box	Folder	Folder Title	Date	Notes
18	8	Sesquicentennial Board's Committee	1938-1939	Letters securing committee members.
18	9	Sesquicentennial Fund: General Correspondence	1938-1940	Correspondence with Dr. Louis Robey and others regarding Hanover's participation in fund raising for the national effort and Hanover's portion of the money.
18	10	Sesqui-Committee	1938-1939	Information of the combined efforts of Hanover College, Purdue University and Indiana University to support the 150th celebration of Presbyterian education.
18	11	Baccalaureate and Commencement Speaker's Correspondence	1941	Correspondence regarding the 1941 Baccalaureate and Commencement Speakers.
18	12	Chapel Services	1931-1934	Correspondence and lists of names of potential speakers
18	13	Minsters Interested in Hanover	1936-1938	Letters from ministers on behalf of potential students, or employees and others from many locations.
18	14	Loose Papers	1936-1953	Mostly correspondence from entering or interested potential students asking for aid, jobs, rooms, or advice.
18	15	Unlabeled	1935-1936	Letters, worksheets, notes, memos, etc.
18	16	Ministers Interested in Hanover	1934-1936	Correspondence from serving ministers on behalf of students they think would be successful scholars at Hanover College.
18	17	HC Students/ Fraternities Financial Aid	1937-1940	Policies, descriptions, statistics, and guidelines. Letters, data sheets, lists of names, analyses, and plans of aid.
18	18	Applications for Hanover Church Minister position	1935-1936	Letters to Hanover president from prospective pastors to fill the empty preaching position at Hanover Presbyterian Church-his replies.
18	19	Loose Papers	1953-1955	Sorority House overuse of electricity issue, insurance issues, and working legal document copies.
19	1	General: Net Worth Sorting	1945-1949	Tax issues for non-profits, office wage study for administrative work in academic offices through Indiana University, and campus use possibilities for summer conferences. Student worker checklist, American Council on Education guidelines for student work/study programs, notes and building upgrade proposals from contractors for campus improvements. The bulk of this collection concerns programs and proposals from many councils and associations concerning higher education services.



Box	Folder	Folder Title	Date	Notes
19	2	Sorority Apartments	1952-1955	Contract issues, insurance for sorority houses, rules for use of houses, fees, legal issues for house rent, terms of use agreements, proposals, room sketches, and student/college responsibilities.
19	3	Frank Blanning, Asst. to the President.	1957	Quarterly reports to the President. Admissions and student support are major issues. Student recruitment is the focus.
19	4	Dorothy Bucks, Dean of Women	1952-1958	Annual reports, academic issues, student health, not allowing women to have cars on campus, behavior issues with male students.
19	5	Long	1936-1940	Requests for monies for building projects for Hanover College from the Long Fund for Women's Colleges. Requests to the Donner Fund as well. Notes of analyses of assets, fund sources, and needs-proposals.
19	6	Honorary Degrees	1955-1957	Letters, news clippings, recommendations from pastors, biographical sketches listing achievements, appeals on company letterheads and church publications as well as hand-written notes.
20	1	Honorary Degrees	1941	Letters in response to recommending letters and letters of instructions to those chosen.
20	2	Col. George J. Buckingham: Hon. Degree	1940	Testimonial letters of praise on the recipient's behalf. His obituary news clipping some months later following an awful train accident.
20	3	Honorary Degrees	1940	Letters regarding Dr. Buckingham and Dr. Mrs. A.K. Reischauer.
20	4	Honorary Degrees Correspondence	1937-1940	Letters of instruction to recipients, recommendations for degrees, and driving directions to recipients.
20	5	Honorary Degrees	1931-1934	Letters of instruction to recipients, letters of recommendations of potential recipients, letters expressing gratitude for the honor bestowed upon them.
20	6	Chapel	1939	Letters announcing the granting of honorary Master of Arts degrees to various recipients with instructions as to the ceremony.
20	7	Honorary Degrees (Old File)	1948-1951	Notes and correspondence regarding recipients of honorary degrees with instructions as to speaking at commencements, specific gowns and protocols. Times, places, and directions to Hanover are included. The folder also contains replies and questions from recipients.
20	8	Honorary Degrees	1931-1934	Petitions from a variety of movers and shakers on behalf of those willing to be considered for degrees.



Box	Folder	Folder Title	Date	Notes
20	9	Honorary Degrees	1933-1936	Correspondence regarding the granting of honorary degrees plus publications from the American Federation of Teachers and a comprehensive data sheet presenting questionnaire results of public school system in American cities of over 50,000 people.
20	10	Hanover-Room Reservations	1934-1940	Odds and ends: rents, fees, sororities, field conditions for sports, old barn, town board issues, water problems. Et. al.
20	11	Room Reservation Correspondence	1940	Room arrangements at College Point House and Donner Hall correspondence.
20	12	General	1937-1938	Possible TB hospital site in Scott County at the old Englishton Estate. Advertising schemes, Attorney seeking fees, A bill collector, companies wanting to aid students. Inquiries from colleges.
20	13	The Rev. Paul Spurgeon: Newcastle, Indiana	1935-1937	Past due student bills owed for housing provided by a house Rev. Spurgeon owns.
20	14	Correspondence for Synod Members	1937	Correspondence from The Board of National Missions of the Presbyterian Church USA for a missionary display.
20	15	Correspondence Concerning Commencement	1937-1938	Requests for manuscripts of commencement addresses. Comments.
20	16	Requests In...	1938-1936	Requests for financial aid, catalogs, and information from individuals, schools, colleges, companies, and service agencies for catalogs and possible employees.
20	17	Investment	1940-1941	Investment proposals including securities, mortgages, certificates, and bonds.
20	18	Commencement Correspondence	1939	Correspondence to commencement attendees.
21	1	Higher Education and National Defense	1940	University and college involvement in Defense needs- especially in training pilots, navigators, and reserve programs. Facility issues.
21	2	General Correspondence	1940-1941	Correspondence regarding military issues, personal travel, requests of various kinds from individuals, colleges, and companies.
21	3	Inquiries Concerning Land for Tuition	1932-1933	A summary of the proposal, some agreements, and correspondence with interested parties.
21	4	Press Proposals	1933-1934	Correspondence to various press outlets for Hanover College events plus a short college history.
21	5	Fraternity Situation	1939-1940	Cost analysis, suggestions, fact sheets, lists, student aid discussions.



Box	Folder	Folder Title	Date	Notes
21	6	Fraternities	1939	Conflict between administration and Greeks because of new rules applied to men who receive student aid and join fraternities which cause them to be removed from frat houses to dormitories. The main complaint is that these rules were not discussed nor approved by the Board of Trustees.
21	7	Fraternity Finance Statements	1941	Financial reports per house with correspondence, notes, calculation sheets and lists of debtors.
21	8	Fraternities and Housing	1941	Analyses of factors to consider the needs and capacities of all students using costs, enrolments, housing, and college goals.
21	9	Women in Church Campaign	1934	Lists of Presidents of Presbyterian Women's groups in Indiana, lists of their members with addresses, copies of letters asking for monetary support, and copies of a publication presenting the College.
21	10	National Youth Administration	1936-1937	Lists of names, appropriations for flood relief for the terrible 1937 floods of the Ohio Valley, payroll information for the Great Depression's student work program as it impacts the College and its students. Reports of NYA projects all over Indiana including application forms and reports. Rules and processes for evaluating and improving projects.
21	11	Ministers	1939-1940	Letters from various Presbyterian ministers recommending potential students to Hanover, including evaluation sheets in some cases. References for war refugees from Europe also appear.
21	12	Bob Simpson-Tree Surgeon	1940-1941	Billings, job descriptions, advice for improving the campus scenery through adding new plantings of various species.
22	1	Evangelical	1946-1949	Letters from The Board of Christian Education and Publication of the Evangelical and Reformed Church, Department of Camps and Summer Schools regarding using the Hanover College Campus form a session which includes the possibility of a negro and a person of Japanese descent on campus. There does not appear to have been a problem since Dr. Parker was most welcoming.
22	2	Scott Country Land	1939-1941	Correspondence regarding the sale of forest land in Scott County in Finley Township (120 acres) taken by Hanover College in lieu of tuition payment. There are a variety of inquiries as far away as Chicago, Iowa, and Connecticut.
22	3	Youth Synod Conference	1948-1952	Indiana Synod, Westminster Fellowship of Fort Wayne, correspondence.
22	4	Laboratory School	1949-1951	A curriculum conference for adults involved in teaching in the churches- the description suggests craft work.



Box	Folder	Folder Title	Date	Notes
22	5	Cincinnati-Dayton Presbyteries Conference	1952	Correspondence, billing, program description, lost and found.
22	6	First United Presbyterian Church	1948-1952	Ohio Spiritual life Conference, programs, publications, agendas, billing.
22	7	Fraternity Correspondence	1949-1951	A statement of general policy regarding the value of the Greeks for the college and vice-versa, invitations, College projects for the houses.
22	8	State Forester-Mr. H.A. Woods	1939	Correspondence regarding paperwork for classification of college owned wooded acreage.
22	9	Firms from whom we have Bought	1941-1952	Correspondence recording vendors who have provided products needed for buildings and grounds.
22	10	The College Store	1947-1950	Space issues, and problem with USPS restrictions upon box deliveries regarding weight deliveries to twenty pounds per box and the effect upon mass book mailings.
22	11	Board of National Missions: 156 Fifth Avenue, New York	1947-1951	Letters regarding The College Choirs' travel expenses
22	12	Indiana Student Health Assoc.	1951	A written summary of the 300 -year history of health issues on American college campuses with discussions of issues specific to Indiana.
22	13	Indiana State Dept. Of Education	1936-1939	Correspondence concerning licensure of Indiana rural school elementary school teachers, college transfer issues impacting student in teacher training programs, and letters seeking information.
22	14	Association of College Admissions Counselors	1946	School guidance issues in secondary schools and colleges. Correspondence.
22	15	American Council of Education	1935-1948	Request for materials, impact of military draft on young professors and students, reports.
22	16	American Association of Colleges	1934-1951	AAUW booklet, tax issues, dividend and interest changes, meeting in Baltimore.
22	17	General Educational Board (Rockefeller)	1934-1937	Letters concerning their support policy.
22	18	C.E. Ward Co. (Caps and Gowns)	1934-1952	Letters of requests, descriptions, needs, missing regalia, receipts descriptions, availability, orders.
22	19	Typewriters: Rousch, Doty, and L.C. Smith, Royal	1939-1948	Letters citing needs, capabilities, descriptions, costs, repairs.



Box	Folder	Folder Title	Date	Notes
22	20	Concerning Office Furnishings	1947-1948	Drapes and installations, rugs-descriptions, chairs, lamps, fireplace needs.
22	21	Ministers	1940-1949	Correspondence to churches, candidates for ministry, descriptions of possible students, reports, bulletins, programs, suggestions, recommendations for the Hanover pulpit. Requests for help.
22	22	Ministerial Students	1947-1950	Lists, denominations, Year in school
22	23	Coke-Madison Utilities Corp. (Mr. Bethea)	1935-1936	Letters requesting coke delivery, complaints of damage, noise, time of day and prices.
22	24	Corporation Correspondence Etc.	1949-1950	Letters seeking support for private colleges, contacts with independent colleges in the area.
22	25	Information	1929	Information requests for names of High Schools, money collection devices, books, lists of employees, mowers, help and advice and help in raising money.
22	26	Presbyterian Board of Christian Education: McLandress	1930	Letters explaining Hanover's unique location as an isolated campus in a small town with few sources of wealth. Contains many letters of support and advice from the Presbyterian Board of Christian Education.
23	1	Inauguration	1929	Correspondence regarding the 1929 inauguration of President Parker. An official program of the ceremonies with bios of the President and his wife. Missives from many schools.
23	2	Unlabeled	1929-1930	Building and Grounds issues- Letters to and from The Indiana Department of Conservation.
23	3	Engagements	1929-1930	Replies to visit and/or speak at Towns, Schools, Churches, and Businesses.
23	4	A.A.U.W.	1950-1951	Correspondence with this organization which has invited the college to membership- an invitation accepted. Paperwork included.
23	5	A.A.U.P.	1958	Correspondence presenting details and an initial discussion of governance issues and drafts of possible statements. Some faculty are members.
23	6	Anniversary-25 <sup>th</sup>	1949-1950	A Convocation program for President's 25 <sup>th</sup> Anniversary and the school's approaching 125 <sup>th</sup> with letters.
23	7	Board of Christian Education	1956-1958	Tabulation tables for expenditures, salaries with standards and comparisons.
23	8	Boat Ride	1934-1947	River outings-Annual Cruises. Advertisements, Proposals, and Contracts.
23	9	Graessle-Mercer Co.	1947-1958	Contracts, Letters, Quotes, Ads, Descriptions of Products, Orders and Specs.
23	10	Madison Coal and Supply Co.	1936-1946	Orders, Federal Payment Rules- Effects of war effort. Sales, Payment Tickets.



Box	Folder	Folder Title	Date	Notes
23	11	Tenure	1954	An Earlham Discussion in letter Form.
23	12	Father's Association	1949-1957	Founding papers in the form of letters, possible structure, activities, information from other schools, constitution etc.
23	13	Presbyterian College Union	1945-1958	Minutes of meetings, Reports, Standards for college organization, goals, and constitution.
23	14	Correspondence-President Parker	1938	Contracts, Suppliers, Travel, Worksheets, Companies, Unions, and brief notes.
23	15	General	1938-1939	Souvenirs, programs, notes, Social Security information, payment records, Reports, Insurance papers, legal papers, Drama and music programs.
23	16	Presbyterian Board of Christian Education	1946-1951	Issues in assisting students and faculty.
23	17	Bowling Alleys	1957-1958	Records of purchases, expenditures, equipment descriptions, Franchise agreement.
23	18	Publicity: Loose Booklets/Papers	1944-1945	Bulletins, Programs, Flyers, Mailers- Advertisements.
24	1	Booklet for Advertising to Seniors	1935-1936	Advertising booklets highlighting college by geographic region with pictures, descriptions, programs of study and statistics.
24	2	Publicity	1937-1938	Letters appreciating news articles, photos, and fund raising.
24	3	Requests (Out)	1934-1937	Travel arrangements, price quote requests, spellings, information about people in the news, institutions, universities.
24	4	Publicity	1941	Renovah gift list- Praise about Hanover from parents.
24	5	Unlabeled		Fund raising publications, handouts to raise money.
24	6	Material for Soliciting Students	1938-1941	Promotional materials, fact sheets, hand-outs, all pertaining to recruitment of students with photos, courses of study and campus life.
24	7	Material for Soliciting Students	1939-1940	Bulletins, work study programs, scholarships, mailing lists, photos of campus, housing options, fees and costs.
24	8	Mimeo-Pro prospective Students	1934-1935 (?)	Focus on faculty- Old and New.
24	9	College Development Day!	1939-1942	Letters of invitation, mailing lists, appeals to friends of the college.
24	10	College Film	1940	Scheduling for the showings and getting audiences, use of local churches, strategies for success.
24	11	College Film: Miscellaneous	1940	Letters, notes, information about ministers and their attitudes toward Hanover, estimates of audience sizes, contacts and addresses, inside information, reports, schedules of showings with results tabulated.



Box	Folder	Folder Title	Date	Notes
24	12	Caufield and Shook, Photographers	1936-1951	Letters, orders for special shots, campus sites recommended for photos, uses of special equipment and enlargements.
24	13	College Development Day	1939	Planning events for the celebration attendance, needs, sites, descriptions, business contacts, schedules, lists, names and addresses, tickets.
24	14	Material for Soliciting Students	1937	Questions for students, Hanover songs, mailing lists and results. Possible scholarships. Application sheets.
24	15	Material for Soliciting Students	1939-1940	Schedules of payments, tentative class schedules, entrance letters to incoming students, information sheets for new students.
24	16	Publicity	1934 (?)	Work/study jobs available, Two- year program for elementary/rural teachers, self- assessment sheets for students to list special skills.
24	17	Summer School	1946	Information sheets for students, hours, costs, housing, board, course schedules, library hours, contact information.
25	1	Reservations for Film	1940-1941	Letters, sites for showings, lists and results of attendees, letters to many Indiana high schools with feedback.
25	2	Cinegraphic Corporation (Henry V. Hoagland, Pres.)	1940	Letters to and from the film producer providing a description of the specifications of the product and its expected life and viability as well as costs.
25	3	College Film	1940	The complete and final film showing schedules for Indiana churches and communities with names of contact persons and instructions.
25	4	Concerning Films	1938	Films available and used by Ms. Breeding from Indiana University Extension Services for visual learning. Other films were used from film producing companies.
25	5	Letters Concerning 1936-1937 Booklet	1937	Letters, notes, appeals to friends of Hanover with a year's coming end bringing an unfortunate deficit. Reaction to a sent booklet was most positive.
25	6	Press Releases	1930-1932	Locally produced articles, "The Presbyterian", Hanover College Productions, and Central Press Clipping Services of Indianapolis, IN.
25	7	Prospective Student Literature	1932-1934	Locally produced handouts, mailings, applications, and information sheets recruiting area students for Hanover College.
25	8	Publicity for Sesqui-Centennial Fund	1938	Letters, documents listing total assets, staff, funds, buildings, acreage, students, and faculty for publicity and as information for further fund raising, construction, and growth in programs and studies.



## Series II: Board of Trustees

Box	Folder	Folder Title	Date	Notes
25	9	Board of Trustees-General	1946-1948	Letters with attached hand- written notes and additional materials regarding special projects for members of the Board of Trustees, inquiries, and explanations of dreams and plans for Hanover's future. Letters of condolence.
25	10	Board of Trustees-General	1949-1951	Correspondence regarding projects of various board members in support of the Hanover president and of the college in general. Committees of the board of Trustees and their various duties and the sharing of information.
25	11	Board of Trustees	1941-1942	Correspondence, news clippings, committee work, and inquiries. Many letters to and from Mr. Harry Wade, president of Standard Life Insurance of Indianapolis, IN.
25	12	Board of Trustees: Ed. Of T.- General	1938-1939	Letters from members of the board of Trustees with their donations, ideas, observations and special interests in students, projects, and their own plans.
25	13	Board of Trustees	1939-1940	Lists of Board members with addresses, notes, references to board minutes, committees, and donations.
26	1	Survey Committee	1957-1958	Long range development with members and goals.
26	2	Board of Trustees	1936-1937	Correspondence regarding selections of new board members, fund raising, committee efforts, thank you notes, and inquiries.
26	3	Correspondence-Trustees	1956-1958	Correspondence concerning presidential succession, fraternities and sororities, audit.
26	4	Board of Trustees	1937-1938	Letters regarding the dormitory committee, the issue of investing in farm ownership and mortgages to grow fund through interest rates. The issue of honorary degrees, and the issue of another access road onto campus.
26	5	Board of Trustees	1934-1936	Letters regarding reports, inquiries, honorary degrees, student recruitment, and broken dishes and their replacement.
26	6	General: Trustees, Outgoing	1930-1931	Minutes of meetings of the Board of trustees, notes of Board committee meetings, letters regarding board work, reports, notes from members unable to attend board meetings, reminders of meetings, by-laws possible changes discussions, fund raising issues. Construction issues for state highway 56.
26	7	Correspondence: General-Trustees, Outgoing	1931-1932	Letters on behalf of students, fraternity expenses, Committee on faculty meeting. Bank failures-22 in Lake County Indiana. Legal issues regarding some donations. Campus land border issue.



Box	Folder	Folder Title	Date	Notes
26	8	Insurance	1942	A study of building values, coverages, appraisals from companies, including some buildings with contents- includes an explanation.
26	9	Board of Trustees	1940-1941	Members list with addresses. Alumni giving issues, fraternity issues. Inquiries. By-laws issues. Quality of young men admitted to Hanover Colle in question. Reminders to members of coming meetings. Auditor's report. Handwritten notes.
26	10	The Board of Trustees	1931-1934	Letters from and to members of the Board of Trustees, notes of the same. One topic is an ad for beer in "The Triangle. Many letters are written on member company's letterheads of banks, businesses, law firms and schools. Letters asking help for students with special needs and circumstances.
26	11	Correspondence-Trustees	1949-1950	Monetary issues, specifically potential stock investments and purchases of such issues by the college.
26	12	Reports-Board of Trustees/ Development Plan	1957-1958	A proposal for college expansion from the executive committee of the Board of Trustees to the Board for its perusal and recommendations areas to improve and estimated costs and descriptions of such work. Comparison charts with other schools.
26	13	Correspondence-Trustees	1948-1949	Investment analyses with charts, figures, descriptions, comparisons of various financial instruments with potential outcomes and advice from security companies.
26	14	Correspondence-Trustees	1950-1953	Investment issues and correspondence with Trust companies.
26	15	Correspondence-Trustees	1955	American Fletcher Bank letters regarding purchases of Lilly Stock and acts of a transfer agent. Plans for accommodating a larger student population.
26	16	Salary	1949-1953	Salary schedules, charts, comparisons, studies ad results, minutes of the Committee on Faculty, historical records of Hanover salaries,
27	1	Presidents Repose, Financial Reports, Docker Long: Board of Trustees Meeting- June 11, 1949 Report	1947-1955	A Statement of the Facts Necessary to a Consideration of this Request for a Field House Dedicated to the memory of Frank Elliot Ball; resolution establishing a retirement system at Hanover; minutes of the trustees and subcommittees of Hanover College; Report of the President to the Trustees; Balance Sheet of Assets and liabilities and funds; operating statement for the year and proposed budget; Contributions for current expenses from individuals; needs of Hanover; report to the president regarding activities in securing funds; dining department report; operating statement for college resident and water system, Henry C. Long contract; Organization and constitution of the board



Box	Folder	Folder Title	Date	Notes
27	2	Correspondence-Board of Trustees	1929-1930	Correspondence between Parker and Board of Trustee members on Board of trustee and subcommittee business such as Mr. Goodrich, new needed board members, Mr. W.H. Ball, soliciting Presbyterian Churches, News Letter for Trustees, Synod of Indiana, Building and Grounds Committee Report, creating adverting booklet, need for promotional worker, fire insurance, money needed, caps and gowns, state highway rerouting, honorary degree, inauguration invitations; Proposed Report of committee on President's Report

### Series III: Faculty/Academics

Box	Folder	Folder Title	Date	Notes
27	3	Salaries	1955-1958	Scholarship grant form, minimum qualifications for each rank and salary range, Higher Education Series Research report: Salaries Paid and Salary Practices in Universities, colleges and junior colleges, 19
27	4	Salary Schedules	1929-1941	Correspondence and reports on faculty salaries, payroll, monthly checks, insurance, Board of Trustees committee on faculty, proposed salaries
27	5	Philosophy of Teaching Speech	1937	" <i>The Philosophy of Teaching Speech</i> as practiced at Hanover College by J. Jeffery Auer" - course description
27	6	Geology Dept. Courses	1936	Geology Department courses and their descriptions
27	7	German and Business/Economics Dept. Courses	1936-1937	Ellen W. Moore's German courses and their descriptions; letter from Moore to committee on educational policies to defend her department and job against a report
27	8	Greek, Latin, Ancient History and Courses	1936-1937	Robert C. Stone's Greek, Latin, and Ancient History courses and their descriptions
27	9	Physical Education Courses for Men	1936-1937	Men's Physical education courses and their descriptions and 1937-1938 class schedule for physical education
27	10	Physical Education Dept.	1936-1937	women's physical education courses and their descriptions and the department handbook
27	11	Sociology and Psychology Depts. Courses	1936-1937	Sociology and Psychology courses and their descriptions
27	12	Mathematics Dept. Courses, Herbert A. Meyer	1936-1937	Math courses and their descriptions/syllabi of Professor Herbert A. Meyer



Box	Folder	Folder Title	Date	Notes
27	13	Dept. Of History and Political Science Courses, A.R. Hogue	1936-1937	History course syllabi/course descriptions
27	14	Chemistry Department Courses, Dr. Guthrie	1936-1937	chemistry courses and their descriptions
27	15	Physics Dept. Courses	1936-1937	Physics courses at Hanover and their descriptions
27	16	Religion and Philosophy Courses	1936-1937	List of religion and philosophy courses and descriptions
27	17	Biology Dept. Courses, Joseph L. Hyatt	1936-1937	List of biology courses and descriptions
27	18	Psychology Dept. Courses, R.M. Kuntz	1936-1937	Professor R.M. Kuntz's syllabi- Psychology and education
27	19	Notices to Faculty Members	1937-1939	Notices of faculty meetings, need for reports of students with below C or failing grade, practices in connection with exams, deadline for expense accounts, meeting about retirement and pensions
27	20	Expense Sheet for Faculty Meetings and Conferences	1937-1941	Expense Reports of individual professors, conventions, meetings, etc.
27	21	Textbooks	1948-1949	Professors informing Parker what textbooks they need for their courses
27	22	Hanover College Faculty Biog.	1956	Biographies of professors
27	23	Syllabi of Courses by Anna Marie Fisher	n.d.	Syllabi of courses by Anna Marie Fisher
27	24	French Department Courses	1936-1937	French courses and their descriptions
27	25	Faculty Housing	1954	Correspondence about faculty housing rent prices, Sigma Chi House renovations, building a new house and offering it to a professor, list of faculty and their rent; list of house rents and reserves
27	26	Faculty Retirement	1950-1951	Retirement plan, correspondence about retirement and pension, application for group annuity contract, committee on pensions action, meetings, and correspondence, professor salaries, census data of employees



Box	Folder	Folder Title	Date	Notes
27	27	Faculty Committee	1957-1958	Faculty salaries, Report of AAUP Subcommittee on educational standards in relation to possible expansion; Functions of Boards of Trustees in Higher Education; Note on AAUP Report on Education Standards; Recent Changes in Salary Schedule; Docket of Committee on Faculty
27	28	Faculty Committee	1954-1956	Salaries of faculty of various College, faculty committee recommendations and reports to the faculty, proposed faculty salaries, minimum qualifications for each rank and salary range,
27	29	Annual Report for Academic Year	1935-1936	Reports of Faculty Members to the President of the College Year 1935-1936 various individual reports from professors
28	1	Faculty	1953-1955	Rank of Staff and Salary; Committee on Faculty Meeting; Minutes of Board of Trustees Subcommittee and proposals and recommendations; Proposed Salary Scale, educational policies; faculty data sheet; Pre sabbatical report; requests for sabbatical leave; set of standards
28	2	Annual Report for the Academic Year	1937-1938	Reports of Faculty Members to the President of the College year (1937-1938): various individual reports from professors
28	3	Annual Report for Academic Year	1939-1940	Reports of Faculty Members to the President of the College year (1939-1940): various individual reports from professors
28	4	Annual Reports for Academic Year	1940-1941	Reports of Faculty Members to the President of the College year (1940-1941): various individual reports from professors
28	5	Annual Faculty Reports	1941-1942	Reports of Faculty Members to the President of the College year (1941-1942): various individual reports from professors
28	6	Annual Report for the Academic Year	1942-1943	Reports of Faculty Members to the President of the College year (1942-1943): various individual reports from professors
28	7	Annual Report for Academic Year	1943-1944	Reports of Faculty Members to the President of the College year (1943-1944): various individual reports from professors
28	8	Faculty Report	1944-1945	Reports of Faculty Members to the President of the College year (1944-1945): various individual reports from professors
28	9	Annual Report for the Academic Year	1945-1946	Reports of Faculty Members to the President of the College year (1945-1946): various individual reports from professor
28	10	Faculty Reports	1947-1948	Reports of Faculty Members to the President of the College year (1947-1948): various individual reports from professors
28	11	Annual Report for Academic Year	1948-1949	Reports of Faculty Members to the President of the College year (1948-1949): various individual reports from professors



Box	Folder	Folder Title	Date	Notes
28	12	Faculty Reports	1950-1951	Reports of Faculty Members to the President of the College year (1950-1951): various individual reports from professors
28	13	Faculty Reports	1951-1952	Reports of Faculty Members to the President of the College year (1951-1952): various individual reports from professors
29	1	Annual Report for the Academic Year	1952-1953	Reports of Faculty Members to the President of the College year (1952-1953): various individual reports from professors
29	2	Annual Report for the Academic Year	1953-1954	Reports of Faculty Members to the President of the College year (1953-1954): various individual reports from professors, departments, and committees
29	3	Annual Report on Academic Year	1954-1955	Reports of Faculty Members to the President of the College year (1954-1955): various individual reports from professors
29	4	Annual Reports on the Academic Year	1955-1956	Reports of Faculty Members to the President of the College year (1955-1956): various individual reports from professors
29	5	Annual Report for Trustee Committee on Faculty	1958-1959	Reports by professors to the trustee committee on faculty
29	6	Faculty Ranking	Unknown	A series of unsigned, undated documents attempting to understand and explain the painful reality of an unsupportable and exasperating salary schedule disrespected by many faculty members. The analysis of faculty strengths and weaknesses appear based on hearsay, gossip, and predispositions which are evident. Ranking also includes education, experience, and moral impressions.
29	7	Faculty Trips and Expenditures	1935-1940	Vouchers and descriptions of travel, activities, and accomplishments of faculty during summers.
29	8	Bible Chair Correspondence	1938-1940	Letters to and from the Board of Christian Education of the Presbyterian Church of the United States of America. Financial information of the Bible Department of Hanover College.
29	9	Board of Pensions Correspondence	1948	Accounts, descriptions of methodology, plan options, Presbyterian Board of pensions.
29	10	Faculty Housing	1946-1947	Rules, rental prices, responsibilities.
29	11	"Faculty Salaries and Reports"	1937-1952	Schedules, evaluation concepts, notes, letters, working sheets, property sales, financial statements and comparisons of salaries with similar schools.
29	12	Jennings	1953-1954	Contracts, Greek housing issues.



#### Series IV: Construction/Buildings

Box	Folder	Folder Title	Date	Notes
29	13	Building-Furniture: Madison, Inc. Mrs. Statton	1939-1940	Statements of accounts, bids, quotes, ads, for dorm housing upgrades and repairs. Specs, options, and descriptions. Invoices and bills.
30	1	General Building	1946	Descriptions of purchased items with price lists, insurance policies, blue-prints, sketches, letters, estimates, specs, and invoices.
30	2	Unlabeled	1945-1946	Struck Contracting Co. Audit report, letters, contracts, sub-contracts, specs, bids, descriptions, information sheets, employee information.
30	3	Contracts	1945	Copies of post WWII 1945 building construction at Hanover College.
30	4	Building	1950-1951	Proposed new library and president's home and addition to Donner, drawings, blue-prints, bids, estimates, specs, engineering reports.
30	5	Bldg. Committee	1945-1946	Working papers, estimates, options, notes, "dummy" letters to contractors, ideas, letters to Indiana congressmen to garner support.
30	6	Loose Papers	1932	Construction bids to various contractors with options and descriptions of plumbing and proposed building construction. Supplier bids.
31	1	Statton	1955-1956	Letters, ads, furniture, lamps, chairs, lounge chairs, with pictures and descriptions.
31	2	Charles M. Brown	1954-1957	Letters to and from Mr. Brown regarding new small chapel for the campus, a new "double" house for staff and a new maintenance building.
31	3	Concerning Trees. Shrubbery, Etc. For the Campus	1946-1957	Lists of new trees with names and prices and possible locations.
31	4	Jennings	1956-1957	Specifications and job descriptions for work on men's dorm and tearing down the old gym.
31	5	McClure	1957	A construction firm in Madison offering a job description for building changes with a bid. Another Madison bid from A.L. Young Co.
31	6	Unlabeled	1957	Building committee documents including current worth of campus buildings factoring age, purposes, and replacement values. Includes bids, estimates, and insurance values.
31	7	Unlabeled	1939	Drawings and blueprints of various buildings, campus maps hand drawn, contractor ads, bids, descriptions, estimates, specs, and needed furnishings.
31	8	Buildings-Watermain, Oregon Fence, Mem. Chapel Decoration	1939	Blueprint, organ description, kitchen furnishings, chapel decoration options.



Box	Folder	Folder Title	Date	Notes
31	9	Buildings- Deep Well Turbine	1939	Installation concerns by purchaser and replies by seller/installer. Proposed contract.
31	10	Buildings-Building Account	1939	Statements of balances, records of expenditures, invoices, descriptions and specs of items purchased.
31	11	Water Tower	1939	Blueprints, financial statement, specs, contract bond, engineering information, insurance compensation and paperwork, notice to bidders.
31	12	Buildings-Furniture	1939	Invoices, letters, pictures of products, descriptions, specs, prices, interior decorations, bids, lamps.
31	13	Girl's Dorm	1938-1940	Correspondence concerning furnishings, worksheets with drawings, specs, measurements, and counting. Product documentations with parts named including photos and explanations of how products work.
31	14	Women's Dorm Building Account	1938	Payroll records, construction expenditures, receipts.
32	1	Buildings-Furniture	1938-1939	Receipts, letters, quotes, product ads, drawings, pictures, fabric piece.
32	2	Buildings-Water System	1940	Contract copies, letters, discussions of contract changes.
32	3	Buildings-Plants and Shrubbery	1943-1944	Receipts, invoices, bids, letters.
32	4	Buildings: Men's Dorm Parlor Fabrics	n.d.	Fabric pieces.
32	5	Buildings: Donner Hall-Dorm Room	Unkno wn	Drawings, floor plans, comments.
32	6	Buildings-Infirmery Furniture	Unkno wn	Pictures
32	7	Buildings-Plants	1943	Descriptions, sizes, names, and prices.
32	8	Buildings-Women's Dormitory: Heating and Plumbing	Unkno wn	Contract copy with work specs, addendum, descriptions, and limitations.
32	9	Buildings-Women's Dormitory and Electrical	Unkno wn	Contract with work description, supplies, tests, instructions, specs, safety issues, and list of manufacturers.
32	10	Porter Farm Income	1931-1957	Financial statements, receipts, agreement copies, letter.
32	11	Wade (Negro Admission)	1954-1955	Integration issues from various perspectives. Building issues including whether to include basement rooms in dorm construction.
32	12	Hendrick's Hall and Lynn Gym	1958-1944	Correspondence. How to make Hendricks Hall usable. Water problems in Lynn Gym. Nice drawing of Donner Hall.
32	13	Unlabeled	Unkno wn	1929? A letter with that date. Road issues, costs, pavement type?



Box	Folder	Folder Title	Date	Notes
32	14	(New) Road Correspondence	1937-1939	Letters. Cost and legal issues and engineering issues. A petition and politics. WPA project?
32	15	Refrigerator and Stove	1954-1956	Receipts, price lists, appliance descriptions, rental plans, an ad, payment plans.
32	16	Men's Residence Hall: Kitchen	1948-1951	Letters, invoices, equipment bids, price lists, booklets, and drawing.
32	17	Public Service Co. of Indiana	Unkno wn	Map of campus with users and lines noted. Customer list with meter numbers.
32	18	Unlabeled	Unkno wn	Building plans and map with a drawing of a women's dorm appearing to be Donner- unnamed and undated.
32	19	Unlabeled	1930-1932	Correspondence regarding work on Classic Hall and a dormitory with an architectural firm in Indianapolis. Proposals for future campus development. Questions arise concerning the employment of another architectural firm.
32	20	Classic Renovation: A.G.P., Jr.	1944	Bids on removing the ruins of Classic Hall.
32	21	Building Library Stacks: Art Metal Construction Co.	1940-1941	Ordering two bronze tablets and library stack shelving. Some questions arise concerning timing and use of the library as students return.
32	22	Loans for Millis Hall	1948	Copies of a solicitation letter for possible letter.
32	23	Important Documents	Unkno wn	Drawings of two buildings- no dates, no names.
32	24	J.F. Freeman and Son, Inc.	1948-1949	Invoices, letters, descriptions of products, specifications on orders, printed booklets picturing various pump products.
32	25	B and G	1941-1942	Letters, financial resources analysis, financial worksheets, road sign company catalog, drawings, chime costs. Road construction issues, a map, receipts, local health issues (sewers).
33	1	B and G	1939-1945	Letters, Contractor issues and proposals, specifications, needed products and options, insurance policies, estimates of costs compared to income streams, receipts, bids, notes on bids, subcontractor issues, architectural issues, water source issue, drawings, issues with gas heating, blueprints, ads, catalogs.
33	2	Architects	1931-1938	Receipts, descriptions, specs, letters, invoices, Classic Hall issues, cost estimates.
33	3	Hanover College	Unkno wn	Room furnishings pictures.
33	4	Hanover College: Hanover, IN	1950-1951	Donner Hall furnishings, pictures of furnishings, letters, specs, descriptions, price lists.



Box	Folder	Folder Title	Date	Notes
33	5	Hanover College: Men's Dormitory, Lounge, Matron's Room- Men's Dormitory, Girl's Dormitory College Point House	1954	Drawings, fabric samples, pictures of furnishings.
33	6	For Donner Hall, Hanover College, Hanover Ind. Decoration Places- Public Rooms from Maidstone, Inc.	1947	Correspondence, invoices, price list, item lists with prices, pictures of items ordered.
33	7	Dorm Contracts	1939	Estimates with work specifications and descriptions. Attached correspondence.
33	8	Library Chapel	1951- 1952	Worksheet, dimensions, available space, holdings by types, needs, letters, furnishings needed.
33	9	Hanover College: Hanover, Indiana	1952	Struck Construction receipts, price lists, Donner Hall jobs, payroll sheets, invoices.
33	10	Unlabeled (rename)	1939	Furnishings for dormitories, catalogs, fabric samples, wood samples, drawings, letters, invoices.
33	11	Building	1944- 1956	Bidding parameters, instructions and procedures, instructions, definitions, correspondence, price lists, descriptions, specs, lists, notes, worksheets, insurance details.
34	1	Colvin	1942- 1944	Lists of materials-amounts, and prices, cost budget for Science Hall and Classics Hall. Contracts for Colvin Construction, bids.
34	2	Globe-Wernicke Library Equipment: The Vision Line Booklet	1951	A furniture catalogue with pictures of productions including dimensions, materials, descriptions, specifications, prices,
34	3	Building- Architects, Etc.	1938	Correspondence regarding planned construction including inquiries, descriptions, specs and estimates of costs. Replies include advice, options, photos, and sketches. Inquiries to contractors.
34	4	Mr. Brayton	1938- 1944	Correspondence to purchase and plant trees with guidance as when to plant what. Includes invoices listing types, descriptions and prices following examination of the grounds.
34	5	Mr. Brayton	1938- 1940	Blueprints of two memorial tablets, bids on tree purchases and plantings, and itemized lists of trees with job descriptions.
34	6	A.W. Brayton (Landscape Architect)	1937- 1941	Notes, work records, expenditures, letters, and job descriptions plus lists of trees with sizes, names, and costs and some locations.



Box	Folder	Folder Title	Date	Notes
34	7	Construction and Architecture Papers	1928-1930	Copy of potential construction agreement, congressional correspondence on proposed location change for highway 56 bringing it through Hanover. Inquiries from contractors concerning jobs for Hanover College.
34	8	Building Committee	1942-1944	Federal government forms for wartime construction. Cost sheets, notes, reports, inquiries, cost estimates, job descriptions, updates, invoices, and letters-particularly from I.C. Morgan from Austin Indiana.
34	9	Harrison and Turnock	1932	Architects and engineers who send a summary of their efforts for Hanover College over the last three years. Further letters disclose a disagreement over payments requested by Harrison and Turlock. Letters back and forth describe the controversy.
34	10	Building and Grounds	1937-1940	Reports of possible grounds projects with descriptions, costs and plans to proceed piece meal. Also a plan proposed to President Roosevelt to establish a naval training center on the Hanover College Site.
34	11	Leslie Colvin, Contractor	1938-1943	Correspondence regarding leaks in several buildings. Insurance issues. Letters appear suggesting a possible new science building. Maidstone Co. to provide new furniture and fixtures for dorms. A new dorm is under consideration.
34	12	Maidstone, Inc.: Alpha Omicron Pi	1953	A fabric and photo sales book presenting Maidstone products.
34	13	Water System-John W. Moore-Engineer	1938-1939	Invoices, specs, product lists, estimates, and job descriptions for new water tank. Bidding conditions and work reports.
34	14	Water System-A.D. Cook, Incorporated-Lawrenceburg, Ind. (Mr. Freeman)	1937-1939	Correspondence regarding pump design for new water tank citing distances, capacities, electrical needs and specifications for equipment needed to produce control and pressure needed for the campus.
34	15	Water System-W.E. Caldwell Co.	1939	Letters and invoices concerning the new water tank and the cost of painting it.
34	16	Orders	1949-1950	Maidstone products pictures of furniture for dorms, sketches of proposed dorm rooms, list of needs with descriptions and specs and costs. Letters.
34	17	Maidstone	1939-1953	Drawings of room layouts, picture binder of products, correspondence with Maidstone, advice from the company as to design and product choices, lists of needs and choices along with timelines for delivery. Drawings with dimensions. Invoices. Letters.
35	1	Maidstone, Incorporated: Mrs. Helen B. Statton	1948-1949	Letters concerning interior design issues for the dining hall, a women's cloak room and building furniture and fabrics. Invoices, drawings of floor plans, lamps, costs per items sheet.



Box	Folder	Folder Title	Date	Notes
35	2	John Van Range Company: Mr. Sam C. Ludwig, Jr.	1948-1949	Correspondence and advertisements regarding kitchen equipment.
35	3	Building	1952-1954	Drawings, letters, drawing of College Point House, Architectural issues, notes, ads, insurance, cost analysis, lists, contract description, and job lists.
35	4	Struck Construction Company	1946-1951	Letters, room key issues, payment options, building committee input, and payment preparations.
35	5	J.M. Rotz Engineering Company	1948-1949	Advice for dealing with water valve issues on campus.
35	6	McGuire and Shook Architects	1947-1951	College Point House issues, Donner issues and library building issues discussed.
35	7	Maidstone	1951-1952	Interior design options, notes, price lists, and bedding choices.
35	8	Thornton-Levey Company	1930-1931	Letters to binders, printers, and blank book manufacturers to seek bids for college needs like annuals, cards, and booklets.
35	9	Unlabeled (rename)	1932	Invoices for cleansers, ads, contracts, sales booklets, letters of various inquiries, furniture needs, Booklet listing wealthy numbers of people in various American cities.
35	10	Idea for New Weather Vane- Submitted by Marshall Lee Shirley: Room 611 YMCA Louisville, KY	1942	A variety of proposals from Alums.
35	11	General Correspondence	1939-1940	Conscription of male students for military training and the problem of thieves robbing fraternity houses.
35	12	General Correspondence	1938-1940	Inquiries from colleges, post cards from potential students, correspondence with many High Schools.
36	1	General	1934-1935	Invitations to conferences from various academic agencies.
36	2	General	1935-1937	Notes, letters, correspondence from many schools, colleges, seminaries, and arts groups.
36	3	Unlabeled	1931-1934	Depression era problems for prospective college students in Indiana and Hanover's response and citizen's pledges to help students attend.
36	4	Landscape Information	1937	Advice to Hanover on campus planning from universities and Olmstead Brothers Co.
36	5	DO-97 Orders	1951	Reports from Superintendent of Buildings and Grounds and shortages of fixtures following WWII.
36	6	House Contracts	1930-1931	Booklets with instructions and directives on work on campus housing. Bidding information.



Box	Folder	Folder Title	Date	Notes
36	7	Schools	1957	Letters, lists, inventory, student union information, architectural issues, contractor's plans and options. Bidding rules and instructions, tabulations-agreements, lists of bidders on women's gym project. Blueprints, engineer's report, specifications and furnishings.
36	8	Fire Marshall-Inspections	1939-1950	Blueprints, reports, instructions, engineering studies, standards of doors, stairs, escapes. Quotes, bids, options, building by building assessments with instructions and descriptions.
36	9	Larson	1945-1946	Correspondence, fabric samples, architectural reports, suggestions and descriptions. Post war building projects and specs. Auditorium issues. Consults with teachers on projects. Drawings of infrastructure changes. Design options and electrical changes.
36	10	Larson	1950-1954	Architectural design of meditation chapel with estimates and furnishings list.
36	11	Larson	1939	Drawings, letters, updates on construction projects.
36	12	Phy. Ed.	1940-1941	Letters, ads, architectural input regarding the new men's gymnasium project presenting other projects elsewhere, suggestions, dimensions, needs, and options. Ideas from other schools building P.E. buildings.
37	1	Larson	1941-1945	Letters, Science Building project and gymnasium project-budgets. Specs, working notes, estimates. Drawings engineering consults.
37	2	B and G: Buildings and Grounds Committee	1938-1939	Architect/ contractor interactions on women's Dormitory project-infrastructure issues. Analysis and practical realities for the project. Contracts discussions. Relocation of gymnasium with new foundation. Bids.
37	3	B and G	1939-1940	Food service equipment, invoices, installation issues. Sub-contractors and costs, electrical needs, sewer needs and impacts on design.
37	4	Sci.	1940-1941	Drawings, job descriptions, Architectural issues with new science building.
37	5	Building and Infirmary	1939	Dorm and infirmary construction correspondence and financing.
37	6	Fine Arts	1940	Correspondence regarding plans for a new art building including finances, estimates, size, options and equipment.
37	7	J. Fredrick Larson, Archit.	1936-1938	Correspondence with an architect evaluating the buildings and layout of the Hanover campus. Plans and costs. Cost sheets with detailed estimates. Donner's money comes at a good time.
37	8	Larson	1929-1940	Letters, architectural issues- motivation for a development plan.
37	9	Jens Fredrick Larson (Architect)	1938-1939	Letters regarding decorative issues for Donner Hall as well as add-ons for safety and upgrades in fixtures. Discussion of bidding changes due to add-ons. Plans for other new buildings.



### Series V: College Operations

Box	Folder	Folder Title	Date	Notes
37	10	Material Used for Enrolling Second Sem. Students	1936-1937	Enrolment information, costs and aid, facilities description, accreditation and factors in choosing faculty.
37	11	North Central Assoc.	1935-1958	Information for Hanover in the form of completed studies of academic life, student information, fields of study and rankings.
37	12	Hanover	1957-1958	Study of Hanover campus and programs by Indiana University study through its Administrative Studies Department, 1957. Buildings, needs, housing, expenses, budgets, courses- comparisons with other schools in Indiana.
37	13	Literary Series	1955-1957	Two program handouts listing literary guests including Lillian Hellman, William Carlos Williams, John Ciardi, Randall Jarrel, Louis Untermeyer, Allan Tate, And Peter Viereck.
37	14	Ford Foundation	1955-1957	State by state colleges receiving aid listing amounts of grants- descriptions of criteria and needs. Faculty costs aids.
37	15	North Central Association	1952-1930	Analyses of library programs and capacity, laboratories, buildings, courses, graduation rates, admission process, faculty, acceptance at Graduate schools.
37	16	Linen Service	Unknwn	Lists of linen service users and cards to drop the service.
37	17	Quotations	1955-1956	Contains information about linen services-bids to offer services.
38	1	Songs	1930-1931	Hanover songs and McCormick Seminary Songs in booklets and on sheets.
38	2	Contracts and Agreements	1945-1948	For student teacher arrangements with local public schools and practice teaching and use of Hanover College's gymnasium for local public schools.
38	3	Newspaper Articles	1930-1945	Lists of bulletins to the Hanover Triangle, the college newspaper.
38	4	Admission of Negroes	1948-1954	Discussion of the issue in letters, essays, an Indiana survey of Indiana Schools, personal information form for Hanover students to complete regarding the issue of racial integration at Hanover.
38	5	Survey of Hanover College; Hamilton, Robert	1936	News article regarding Mrs. H.W. Wiley receiving honorary doctorate from Hanover (1939). Notes, drawings of various campus buildings including those proposed. Applications for loans to build new buildings.
38	6	Unlabeled	1939-1940	Memos, notes, maps, advice, surveys, petition for new fraternity, committee reports, student reports, etc.
38	7	The Hanover Calendar	1941-1942	Copies of calendars for these 2 years.
38	8	Miscellaneous Mimeographing	1930-1932	Study outline for Medieval History, registration procedures, reports, payment plans, and conferences.



Box	Folder	Folder Title	Date	Notes
38	9	Mimeographing	1932-1934	Rules for room care, student notices, choir programs, fee sheets, letters to parents, news sheets.
38	10	Mimeographing for Alumni: Records, Forms, etc.	1933-1934	Alum updates, commencement newsletters, lists of givers from alumni, lots of obits.
38	11	Chapel Schedules for 1930-1931 and 1931 and 1932	1930-1932	Lists of weekly schedules for programs, chapel services, clubs, rehearsals, and trips and names of those responsible.
39	1	Mimeographing	1931-1932	Student information sheets, inventory sheets with items, descriptions and values, scholarship instructions, student teacher information, updates to friends of Hanover and alums.
39	2	Unlabeled	1931	Informal notes, glosses, to do lists, working notes, lists, reminders, survey results, church outreach, monetary campaign stats.
39	3	Legal	1934-1936	Correspondence, tax issues, license to sell textbooks, taxes on intangibles for colleges? What are "intangibles" and what are they worth? Advice from legislation and attorneys.
39	4	Concerning the "Dickey" Mater	1938	A historical marker to commemorate the Dickey family for placement on their farm- an appeal for monetary help. Mr. Dickey was the first president of the Hanover College Board of Trustees. Letters explaining the historical significance of the man and family.
39	5	Hanover History: Includes Fraternities- Fijis	Unknown	An historical outline from 1827 on listing presidencies of the college followed by a rough draft of supportive essays describing the river, its valley, Cincinnati description from the old days plus the coming of the Greeks on campus.
39	6	General File	1929-1940	Maps, lists, data spreads, reports, invoices, forms, publicity sheets and bulletins.
39	7	Parker, Katherine McAfee	1955-1980	Contains photographs, photocopies of news articles, obits., diplomas
39	8	Misc.	1929-1931	Worksheets, notes, lists, letters, projected plans, 1932 commencement program.
39	9	Booklets	1931-1952	Publications, ephemera, programs (some with photos) Hanover College promotional materials.
39	10	Goodrich Contract	1935	The body of a gift agreement- original copy with seal.
39	11	Statistics	1952-1954	Documents presenting achievements in academics Hanover College: Grade point averages, drop out rates, honor rolls, activities, majors, probations per class groups.
39	12	Lilly Grants	1957-1958	Forms, Information sheets, letters, applications, projects.
39	13	Chapel Reports	1940-1958	Financial report, topic lists, Presenters list, Descriptions, Assessments, and special programs.



Box	Folder	Folder Title	Date	Notes
39	14	Assembly Programs	1947-1957	Financial reports, Topics list, Presenters lists, Descriptions and evaluative reports, summations.
39	15	Father's Assoc.	1950-1953	Souvenir program, faculty memo, committee list, letters, financial report, projects and activities.
40	1	Statistics	1953-1957	Tables: Analyses, Achievement data, Home High Schools, attendance, Drop out rates/ causes, geographic. Fields of study, Housing.
40	2	Loose Papers (rename)	1930	Correspondence, Fund raising, Governance theories, Church issues, Honorary Doctorates.
40	3	Inventory	1953 (?)	Lists, locations, descriptions, costs, replacement values, person inventorying, numbers of items. Worksheets.
40	4	Unlabeled	1954	Supplies and non-academic items in storage by support buildings on campus. Costs, dates purchased, and replacement values.
40	5	Hanover College: Inter-departmental mail	1928-1947	Informal contracts, invitations to apply to teach, salary schedules, letters approving employment. Faculty Handbook.
40	6	College History and Policy	1929-1955	Inauguration of President Parker formal invitation, building dedications programs, reports to students and faculty, by-laws, hand outs to prospective students, faculty academic rank minimum qualifications.
40	7	Peace Materials	1950	Questioning of U.N.'s usefulness, a program from a religious service advocating World Peace, letter from Harry Lemen of Madison IN.
40	8	Student Tax Reports	1929-1930	A sheet listing expenditures and receipts from departments and organizations on campus.
40	9	Mimeographing Prospective Students	1935-1936	Locally produced student recruitment materials.
40	10	Unlabeled	1948	A Guidebook for visitors to Hanover College
40	11	McAfee, Cleland Boyd (Father of Katherine McAfee Parker, wife of Albert G. Parker Jr.	Unknwn	An obituary and a news story from The Ashville (N. Carolina) Citizen-Times.
40	12	Hanover College's Minutes, Balance Sheet and Receipts	1930-1936	Notes, copies of stated documents.
40	13	Loose Papers	1952-1957	Invoices, statements of account, personal mementos, banking records, programs of meetings, letters and notes.
40	14	Illegible Title	1932-1934	Minutes, lists, course descriptions, notes, news articles, letters, committee lists, academic publications, and tote sheets



Box	Folder	Folder Title	Date	Notes
40	15	Card Book	1929-1954	Christmas Cards from the Parker family; The Bulletin of Hanover College- Hanover was Far and Near by Mrs. Parker
41	1	Loose Papers	1927-1959	Obit for Dr. Parker, news articles, reports from departments, and committee reports.
41	2	Add to Parker Papers	1936	Lists, letters, Hanover College historical papers, speeches by Dr. Parker.
41	3	The Synod of Indiana Committees: Report to the Synod	1947-1948	Publications, letters, synod reports, minutes.
41	4	Minutes of the Administrative Council	1947-1951	News Articles, committee reports, mostly minutes of administrative committee.
41	5	Endowment Income, North Central Association	1933-1936	Faculty information forms, student personnel forms, Reports to the Board of trustees.
41	6	Parker, Albert G.	1929-1958	Mementoes of service, news articles, 1 letter.
41	7	Committee Minutes	1930-1934	Minutes of the Board of trustees and their subcommittees, statements and by-laws of the board, statistics of student grades
41	8	Lilly Grant Requests	1954-1957	Receipts, Goodrich contract, booklet, Lilly Foundation grant requests for expenditure of funds
41	9	Circulars "(Gen Correspondence)"	1929-1930	Letters sent out asking for potential students, highway commission, work in Music, docket of the meeting of the Board of Trustees; A topical outline of talks to be given by members of the Hanover faculty to high school assemblies; supplement to the bulletin of Hanover College , scholarships, executive committee, chapel service, Board of Trustee meetings, statements to alumni, statements to Presbyterian ministers
41	10	Lists of Chapel Seating	1935-1937	Lists of where people are seated in the chapel
41	11	Statistics Requested	1939-1940	Christian Higher Education handbook; Report to American Council on Education; correspondence between Parker and Board of Christian education on Hanover student statistics and Parker and American Council on Education
41	12	Scholarships	1932-1937	Information and correspondence about scholarships
41	13	Scholarship Application Forms also Work (Permanent File)	1939-1946	Scholarship and work Application Forms, Plans for student Aid and information on student work
41	14	4 Apt. Building	1947	Building contract and construction proposal



Box	Folder	Folder Title	Date	Notes
41	15	Study of Grades Given	Unknown	Data on grades received
41	16	Student Work-Forms Used	1955-1956	Form and information on student work
41	17	Student Work-List of Workers and Past Records	1953-1954	Correspondence and lists of student work and workers
41	18	Lilly Endowment Data Phase 1 and 2: 1-Movement of Curriculum and Instruction	1956-1958	Request for a grant from the Lilly Foundation in the area of curricular and instructional improvement, proposals to Lilly Endowment, Inc.; correspondence about grants
41	19	Lilly Endowment, Inc.	1957	Requests for Grants under phase Three of the Program for Curriculum and Instructional Improvement; A request for a grant from the Lilly Foundation in the area of curriculum and instructional improvement at Hanover; to applicants for Lilly Grants for summer study; an application to the Lilly Foundation for implementing the teaching of religion; Proposal One Survey, self-Study, correspondence about grants
41	20	Lilly Report	1956	Report of a Survey of Hanover College for Lilly Endowment, Inc. By Norman Burns and Allan O. Pfnister
41	21	Lily Report	1956-1958	Report on Hanover College (1956-1958) Submitted to the Lilly Endowment, Inc.
41	22	"Hanover Documents"	1938-1946	The Triangle about New Classic; The Christian College and A Free Society an Address by Walter H. Judd; map of colleges in Indiana
41	23	Mrs. Parker Collected Poems	1938-1940	Poems and songs
42	1	College Development- C.H. Rousch and Co. The House for Quality to Mrs. A.G. Parker Parcel Post)	1933-1934	Booklet on annuity bonds and scholarship, administration project, report of the president, the development program, Hanover booklets
42	2	Church Visits and Trips Expenditure	1957	Expense reports and reports of meeting with churches
42	3	Statistics	1945-1957	Various statistics on students
42	4	Andress Reports	1951-1952	Travel Records and Calls Made by college agent and prospective lists of students



### Series VI: Financial Records

Box	Folder	Folder Title	Date	Notes
42	5	College Business	1931-1953	Hanover budget, insured properties, assets and needs of college, booklets, gifts and pledges, Work and scholarships, correspondence on Goodrich Bros, stocks, contracts, accomplishments of Hanover over the last twenty years, telegraphs, donation, report of a survey of Hanover college for Lilly endowment, A code for the direction of the faculty, fundraising challenges, map of spread of Hanover college
42	6	Fundraisers	1950	Booklet for the Presbyterian Board of Education for layman for the sesquicentennial program, History of Science Work, survey of Hanover for Lilly endowment, Classic Hall building fund, donations from 19 <sup>th</sup> and 20 <sup>th</sup> centuries
42	7	Student Documents	1940-1946	Schedule of Regular Payments for a new student for tuition, regular fees, board, and room, forms of student aid for freshman, College Point House for men, Understanding Hanover: The problem of Enrolling Students, College Choir singing at Presbyterian Church, get into college this year, courses offered, facts about Hanover
42	8	"Hanover Documents"	1941-1943	Supplement to the Bulletin of Hanover, Schedule of Payments for Former Students, Facts about recruiting men, income of college graduates, needing more students, Film "Hanover in Color", map of Hanover students living in Indiana, map of Hanover students across the USA, scholarships, Correspondence about students, faculty speakers for High School Groups, statements about enrollment, asking for student recommendations, freshman courses, instructions for college opening
43	1	Student Forms and Information	1942-1946	Student deposit, scholarship application form, scholarship opportunities, trying to find more students, freshman courses, student work opportunities, catalog supplemental
43	2	Student Information	1930-1946	Students under G.I. Bill, forms and information for students, Indiana Presbyterian, bulletins and booklets of Hanover, Specification for plumbing and stream fitting in Classic Hall
43	3	Social Calendar	1935-1938	Statistics of Social Calendar, college Activities Calendar
43	4	Annuity Bonds	1931-1933	Correspondence over stocks and annuities



Box	Folder	Folder Title	Date	Notes
43	5	Indiana Inspection Bureau- Mr. Sellers	1939-1948	Correspondence between Parker and Mr. Sellers on fire insurance and preventative safety measures, form of agreement for fire protection between the city through its board of public works and individual plant or groups of plants outside the city
43	6	Financial Statements	1956-1958	Statement of financial position, statement of selected operating accounts
43	7	Balance Sheets	1949-1955	Balance Sheets and Operating Statements
43	8	3	1936-1938	Loan on Phi Delta Theta Fraternity House, loans, donations, stock, investments, Docket for the Finance Committee, annuities, and other financial information
43	9	Financial Studies Tabulations	1931-1939	Asking for donations, status of campaign, assets and needs, of Hanover, salary reduction, construction needs, General enrollment trend, challenge fund donations, operating expenditures, college building, properties college should purchase, scholarship and work summary, plans for funds, college development fund
43	10	Subject Files- Insurance	1947-1948	Documents and correspondence on insurance, insurable value of buildings
43	11	Tharp-Fletcher	1944-1947	Correspondence about investments and other financial documents
43	12	Life Insurance	1930-1958	Documents about life insurance
43	13	Budget	1929-1932	Financial documents and documents about budget
43	14	Cost Sheets for Buildings	1947	Cost sheets of buildings
43	15	Completed Orders	1950-1954	Completed orders
43	16	Major Medical Insurance	1956-1957	Documents about medical insurance
43	17	Admission Tax (Law)	1951-1953	Documents about taxes
44	1	Annuity Correspondence	1947-1954	Correspondence between Hanover college and Irwin-Union Trust Company on annuity bonds in Mary E. Schulz estate, paying Anna J. Stakebaker annuity as per Goodrich contract; correspondence with Goodrich over contract and other annuity correspondence
44	2	Insurance- Filed Under Retirement and Annuity System	1943-1948	Insuring Bach painting, fire insurance



Box	Folder	Folder Title	Date	Notes
44	3	Buildings- Hanover Inspection and Fire Insurance	1934- 1939	Fire Department, fire, wind, tornado, and hail insurance, recommendations of improve safety of buildings; insurance details of Hanover buildings; Jens Frederick Larson Architect on final inspection of women's dormitory; Madison Safe deposit and Trust Company on well and water pump
44	4	Disposal and House Repair	1952- 1954	Credit, Wages, repairs, and debts for Hanover buildings, Donner Campus Endowment, costs, garbage disposal
44	5	E. and I. Cooperative Service, Inc.	1949- 1955	Educational and Institutional Cooperative Service, Hanover receipts/costs from E. and I, Annual reports
44	6	Rotary Loans	1938- 1940	Hanover expenses and finances, rotary loan
44	7	Finances and Trusts	1931- 1941	Statement of the 250,000 Donner Fund; Mr. John H. Holiday biography, contemplated repairs and remodeling on women's dorm, death of Dr. Glenn Culbertson; recommendations, grades, orchestra personnel, indenture of Goodrich trust, Term Fee Notes For Collection, stock,
44	8	Norman McCready (Pension Consultant)	1950- 1951	Correspondence between President Parker and Norman McCready/Standard Life Insurance company on pensions, life insurance
44	9	Annuity Bonds	1929- 1930	Correspondence on stock of Goodrich Bros, annuity bonds,
44	10	Auditors- especially: Murphy, Lanier, and Quinn (Mr. Burress)	1939- 1949	Correspondence on audits of Hanover College by Murphy, Laniers and Quinn
44	11	Stocks and Bonds	1939- 1942	Stocks and bonds, loan, donations, funds

#### Series VII: Artifacts

Item #	Item	Date	Notes
OVF1_D6_F2	Print	n.d.	Print of Ohio River, Hanover College Engraved by A.H. Ritchie



Item #	Item	Date	Notes
OVF2_D4_F3	Albert George Parker Diplomas	1914-1930	University of Chicago Doctor of Philosophy Degree (1929) Wabash College, legal doctor (1930) The McCormick Theological Seminary of the Presbyterian Church awarding Parker the Nerrie F. McCormick Fellowship on Old Testament Hebrew for 1917-1918 (1917) The McCormick Theological Seminary diploma of seminary (1917) The McCormick Theological Seminary Bachelor of Divinity (1920) Park College Bachelor of the Arts (1914) Park College, Honorary Degree of Doctor of Divinity, 1950
1958.1.1	Sign	1955	Black with silver letters and dragons Front-"Albert G. Parker Jr. President Hanover College" Back-"Korea" (Given to Parker for his work with Presbyterian Theological Seminary and the Soongsil University in Korea)
1958.1.2	Circular Sign	1955	Black with silver letters and images and yellow tassels Front- Hanover College seal and motto Back- "Sang Kook Han Student from Korea Sept. 1. 1955 (Given to Parker for his work with Presbyterian Theological Seminary and the Soongsil University in Korea)
1958.1.3	Albert Parker Academic regalia	n.d.	

