

**Collection 00026
Vice President for Academic Affairs
Dr. John P. Hittinger**

**University of St. Thomas
Houston, Texas**

**Processed by
Nancy Vesey**

1 December 2014

Size: 9 ft.

Inclusive Date Range: 2002 – 2009

Bulk Dates: 2006 - 2008

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Historical Note

Dr. John H. Hittinger was appointed Vice President for Academic Affairs on July 1, 2006. He previously worked as the assessment officer at Sacred Heart Major Seminary in Detroit. Before that, he served as provost and academic dean at St. Mary's College of Ave Maria University in Orchard Lake, Michigan.

His involvement in University affairs included membership on the Academic Affairs Committee of the Board of Directors, the President's Administrative Council, and the Academic Advisory Council. He also served on the following committees: Academic, Curriculum Graduation, and Faculty Development. He was the University's representative for the Southern Association of Colleges and Schools (SACS).

Dr. Hittinger provided oversight to a number of initiatives designed to increase enrollment and enhance academics at the university. He was involved with the core curriculum reform and was a vocal opponent to reductions in philosophy and theology.

Biographical Note

Dr. Hittinger's educational pursuits include: BA degree from the University of Notre Dame (1974); MA degree from Catholic University of America (1976) and PhD degree from Catholic University of America (1986). He also spent one year at the University of Dallas studying philosophy and politics.

Dr. Hittinger is a recognized scholar on the thoughts of Thomas Aquinas, an acclaimed teacher of philosophy and an academic leader. He has published many articles and presented papers on a variety of topics, including John Locke, Jacques Maritain, military ethics, liberal education, and political philosophy.

Scope and Content Note

Dr. Hittinger's papers covers the period from 2006 to 2008. Subjects include:

Associations/Affiliations

Admissions

Agreements

Board of Directors

Budgets

Cabinet Meetings

Capital Campaign

Committees

Consultants

Correspondence

Councils

Doherty Library

Departments

Faculty and Faculty Study Day

First Year Experience (FYE)

Foundations

Grants

Lecture Series

Miscellaneous Items

Policies

Re-organization of Vice President for Academic Affairs Office

Acquisition Information

The files were obtained from Dr. John P. Hittinger, Vice President for Academic Affairs.

Physical Condition

The vast majority of the files are in good condition. A few of the papers have a small amount of rust on them from the fasteners that were used. No conservation work is planned.

INVENTORY

Cabinet Meetings

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| 1 | 1 | Agendas and Attachments, 2006 |
| | 2 | Agendas and Attachments (folder 1 of 3), 2007 |
| | 3 | Agendas and Attachments (folder 2 of 3), 2007 |
| | 4 | Agendas and Attachments (folder 3 of 3), 2007 |
| | 5 | Agendas and Attachments, 2008 |
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| | 2 | Salary Budget Reports, 2006 – 2008 |
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| | | <u>Policies</u> |
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| | 6 | Speakers and Events, 2006 – 2008 |
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| | 7 | Glassell/UST, n.d. |
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| | 9 | Confidentiality, 2006 |
| | 10 | Registration, 2007 |
| | 11 | Texas Woman's University/UST, 2007 |
| | 12 | U of H Downtown/UST, 2008 |
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| | 15 | Study Abroad Exchange, 2008 |

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| | 6 | Core Curriculum Process of Approval, 2007 - 2008 |
| | 7 | Curriculum, 2006 – 2008 |
| | 8 | Extra-Ordinary Scholarship Review, 2006 |
| | 9 | Faculty Development, 2006 – 2009 |
| | 10 | Faculty Evaluation, 2006 – 2007 |
| | 11 | Governance, 2007 – 2008 |
| | 12 | Human Subjects, 2007 |
| | 13 | Institutional Effectiveness, 2004 – 2008 |
| | 14 | Promotion and Tenure, 2006 – 2008 |
| | 15 | Search for Dean of Arts and Sciences, 2006 – 2007 |
| | 16 | Social Justice, 2007 |
| | 17 | Strategic Planning, 2003 – 2008 |
| | 18 | Student Affairs and Enrollment, 2008 |
| | 19 | Student Publication, n.d. |
| | 20 | Texas Catholic University Presidents and Bishops, 2006 |
| | 21 | Undergraduate Research, 2006 |

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| 4 | 1 | Academic, 2007 |
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| | 4 | Admissions, 2006 – 2007 |
| | 5 | Biology, 2007 |
| | 6 | Catholic Studies Program, Faculty Seminar and Workshop, 2007 |
| | 7 | Catholic Studies Program, Cosmic Semiosis: Continuing the
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| | 8 | Catholic Studies Program, Outcomes Assessment Plan and
Proposal for a Sacred Music Program, 2006 |

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Departments

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| 4 | 9 | Catholic Studies Program, Earth Day, 2008 |
| | 10 | Center for Faith and Culture, 2007 – 2009 |
| | 11 | Center for Irish Studies, 2008 |
| | 12 | Doherty Library, Statistics and Miscellaneous Items, 2005 – 2008 |
| | 13 | Doherty Library, Goals and Objectives, 2006 – 2007 |
| 5 | 1 | Doherty Library, Directors Report to VPAA, 2007 – 2008 |
| | 2 | English, 2007 |
| | 3 | Environmental Studies, 2006 – 2008 |
| | 4 | Fine and Performing Arts, 2006 – 2008 |
| | 5 | Honors Program, 2006 |
| | 6 | Center for International Studies, Micro Credit Fund, 2007 |
| | 7 | Center for International Studies, Miscellaneous Information, 2007 |
| | 8 | Center for International Studies, Outcomes Assessment,
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| | 7 | Pre law, 2006 – 2007 |
| | 8 | Social Justice, 2006 – 2008 |
| | 9 | Study Abroad, 2006 – 2008 |
| | 10 | Learning and Writing Center, 2007 |
| | | <u>Cameron School of Business</u> |
| 7 | 1 | AACSB Annual Progress Report, 2007 – 2008 |
| | 2 | AACSB Accreditation Standards and Suggestions for
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| | 3 | AACSB Report on Assessment, 2007 |
| | 4 | Advisory Board and Miscellaneous Items, 2007 |
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| | 8 | Educational Benchmarking Survey, 2007 |

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- 7 9 Gulf Region Academy for Catholic Educators (GRACE), 2006
- 10 Reagan Summer Academy Program, Proposal to Fund, 2007
- 11 Dean Search, 2008
- 12 Memos, 2007 – 2008
- 13 Gulf Region Academy for Catholic Educators (GRACE), 2006

School of Nursing

- 14 Consultation Report for UST, December 15, 2007

School of Theology

- 15 BA/MA Program, 2007
- 16 Spirituality in Higher Education, 2006

Spire and Institutional Research

- 17 Institutional Effectiveness, Assessing the Technical Core, 2006

Board of Directors

- 8 1 Meeting, Minutes and Attachments, October 26, 2006
- 2 Agenda, Meeting, Minutes and Attachments, January 25, 2007
- 3 Agenda, Meeting, Minutes and Attachments, February 28, 2007
- 4 Agenda, Meeting, Minutes and Attachments, April 26, 2007
- 5 Meeting, Minutes and Attachments, October 25, 2007
- 6 Meeting, Minutes and Attachments, January 24, 2008
- 7 Agenda, Meeting, Minutes and Attachments, April 24, 2008
- 8 Agenda, Meeting, Minutes and Attachments, October 23, 2008

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- 9 Meeting, September 7, 2006
- 10 Meeting, October 12, 2006
- 11 Meeting, January 11, 2007
- 12 Meeting, February 19, 2007
- 13 Meeting, April 12, 2007
- 14 Meeting, June 7, 2007
- 15 Meeting, September 13, 2007
- 16 Meeting, October 11, 2007

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	20	Meeting, October 9, 2008
	21	Meeting, December 11, 2008
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9	1	Annual Action Items, July 26, 2006
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	4	Agenda, Minutes and Attachments, April 11, 2007
	5	Agenda and Minutes, June 6, 2007
	6	Agenda, Minutes and Attachments, October 3, 2007
	7	Agenda, Minutes and Attachments, January 9, 2008
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	9	Agenda, Minutes and Attachments, October 8, 2008
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		<u>Foundations</u>
10	1	Dreyfus, 2007
	2	Dunn Proposal, March 15, 2007
	3	Robert and Janice McNair, 2007
	4	National Science Foundation (NSF), 2007
	5	Sloan, 2007
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	8	Howard Hughes Medical Institute, 2007
	9	Ladd, October 11, 2006
	10	Mendenhall, 2007
	11	Metanexus Institute, 2008
	12	Schwab Charitable Fund, 2007
	13	Title II Grant, March 16, 2007

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		<u>Consultants</u>
	15	Hawkins Vision Consultants, Inc., 2007
		<u>Office of Vice President for Academic Affairs (VPAA)</u>
11	1	Correspondence, 2006 – 2008
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	4	Objectives and Self-Evaluation, 2007 – 2008
	5	VPAA Evaluation by President, August 7, 2007
	6	Reorganization of VPAA's Office, 2006 – 2008
	7	Special Assistant to VPAA, 2006
	8	VPAA Administrative Assistant Job Description and Miscellaneous Items, 2006
	9	Associate VPAA Report, 2007
	10	VPAA Staff Issues, 2006
	11	Departments Reporting to VPAA and Associate Vice President for Academic Affairs, 2006
	12	Support Staff, 2006 – 2008
	13	Supervisory Responsibilities of Dean of Arts and Science and Associate Vice President for Academic Affairs, Sept. 5, 2006
	14	Aquilla Transition Agenda, n.d.
		<u>Students</u>
12	1	Aggregate Graduate Applicants, Summer and Fall, 2007
	2	Augustine Hall, 2006 – 2007
	3	Cameron School of Business, Graduate Applicants, Fall 2007
	4	Center for Thomistic Studies, Graduate Applicants, Fall 2007
	5	Center for Thomistic Studies, Housing, 2008
	6	Enrollment, Summer 2007
	7	Financial Aid and College Planning, n.d.
	8	First Time Freshman Financial Aid Profile, Fall 2007
	9	Freshman Financial Aid Optimization Analysis, 2007
	10	Freshman Prospects and Applicants, Fall 2007
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	12	Full Time Transfers, Academic and Demographic Profile, Fall 2007

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- 12 13 **Grade Distribution Summaries, 2004 – 2006**
- 14 **Master in Liberal Arts, Applicants, Summer and Fall 2007**
- 15 **School of Education, Applicants, Summer and Fall, 2007**
- 16 **Statistics, Full and Part Time Percentages, 2006 – 2007**
- 17 **Student Loan Solutions, n.d.**
- 18 **St. Mary's Seminary Applicants, Fall 2007**
- 19 **57th Commencement, May 18, 2007**
- 20 **UST Research Symposium, 2007**
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- 21 **Academic Success and First Year Student, 2008**
- 22 **Advisors and Stipends, 2004 – 2006**
- 23 **College Success Seminar Evaluation, 2004**
- 24 **Support for First Year Seminar Strategies, 2004**
- Lecture Series**
- 25 **B. K. Smith, n.d.**
- 26 **Catholic Studies, 2007**
- 27 **Irish Lecture and Cultural Series, 2007**
- 28 **President's Lecture, 2007**
- Miscellaneous Information**
- 13 1 **ACCUDATA Systems, Inc., Executive Report, 2007**
- 2 **Archivist Job Description and Correspondence, 2008**
- 3 **Benedict XVI, Address on Vatican II, 2006**
- 4 **Catholic Evangelization Ministries, Fullness of Truth, Summer
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- 5 **Catholic Outreach, 2007 – 2008**
- 6 **Cost/Credit/Indices, 2007**
- 7 **Friends of Archaeology, 2007**
- 8 **Lay Apostolic Leadership Initiative, 2006**
- 9 **Marketing Plan, 2007 – 2008**
- 10 **Mighty Data Service Agreement, 2008**

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14 Price Waterhouse Coopers, Healing the Healthcare Staffing Shortage, 2007
15 Proposal for a House of Discernment at UST, 2008
16 Social Justice Institute, 2007 – 2008
17 U.S. Citizenship and Immigration Services, 2007
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- 14 1 Executive Summary, August 15, 2007
- Associations/Affiliations**
- 2 Association to Advance Collegiate School of Business (AACSB), Accreditation Plan, 2007
3 Association of American Colleges and Universities (AACU), Spellings Commission Report, 2006
4 American Council on Education (ACE), 2007 – 2008
5 American Catholic Philosophical Association (ACPA), 2005 – 2008
6 Association of Core Texts and Courses, 13th Annual Conference, 2007
7 American Jacques Maritain Association, Membership Directory, 2007
8 American Psychological Association, 2006 – 2007
9 Council of Independent Colleges (CIC), 2007
10 Council of Graduate Schools, 2007
11 Council on Undergraduate Research, 2006
- 15 1 Council for International Exchange of Scholars (CIES), 2006 – 2007
2 Hispanic Association of Colleges and Universities, HACU), Membership Directory, 2006
3 College-Level Examination Program (CLEP), 2007
4 ICUSTA, UST, Canada, 2007
5 ICUSTA, 2006 – 2007
6 ICUSTA, Japanese Visit, 2007
7 Independent Colleges and Universities of Texas (ICUT), Annual Statistical Report, 2007

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- 15 8 International Journal of Christian Higher Education, 2007
- 9 Southern Association of Colleges and Schools, Evaluator Registry and Site Nominees, 2006
- 10 Texas Higher Education Directories, 2007 – 2008

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- 17 1 Course Evaluations by Class, Summer 2007
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- 4 Course Evaluations by Department, Fall 2006
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- 8 Course Evaluations by Department, Summer 2008
- 9 On-Line Course Evaluations, Summer 2006; Summer 2008
- 10 Course Evaluations Compiled but not Returned, 2006 – 2007
- 11 Evaluation of Doherty Library Faculty, 2006
- 12 Evaluation of Directors and Deans, 2007
- 13 Annual Evaluation of Faculty/Administrators, 2008
- 19 1 Piper Nomination Teaching Award, 2007
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- 4 Tenured Faculty, 2006
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- 6 Study Day, January 3, 2007
- 7 Study Day, August 17, 2007
- 8 Study Day, The Core Curriculum, January 11, 2008

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| | 5 | Endowed Chairs List, 2006-2007; 2007-2008 |
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| | 8 | Prospective for Endowed Chairs in Law, 2006 |
| | 9 | Burnett Endowed Chair in Leadership, 2008 |
| | 10 | Cullen Foundation Chairs, 2006 – 2007 |
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| | 12 | Cullen Trust/Harry K. Smith Chair in Biology, 2006 – 2007 |
| | 13 | Cullen Trust/Welder-Mitchell Chair in Chemistry, n.d. |
| | 14 | Endowed Chair in Social Justice Studies, 2008 |
| | 15 | Julia Arnold Schnapp Endowed Fund, n.d. |
| | 16 | J. Michael Miller Endowed Chair in Catholic Studies, 2007 |
| | 17 | Nold Chair in Philosophy, 2007 |
| | 18 | Rudman Endowed Chair in Philosophy, 2006 |
| | 19 | Scanlan Foundation in Theology, 2007 |
| | 20 | Webre Chair in Education, 2006 – 2007 |
| | 21 | Faculty Development Center, Task Force, 2006 – 2008 |
| | 22 | New Faculty Orientation, 2005 – 2008 |
| 21 | 1 | Dean's Retreat, 2006 |
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| | 3 | Faculty Senate, 2007 |
| | 4 | Rev. Edward Bader's Collection, 2007 – 2008 |
| | 5 | VPAA Meetings with Department Chairs, 2007 |