

Collection 00015
Interim Vice President for Academic Affairs

Dr. Jerry Kramer

University of St. Thomas
Houston, Texas

Processed by
Nancy Vesey

6 October, 2014

Size: 1 ft.

Inclusive Dates: 2000 - 2001

Processed by: Nancy Vesey

HISTORICAL NOTE

Dr. Jerry Kramer joined the University of St. Thomas as associate professor of English in August 1980. He chaired the English Department from 1984-1989. From 1986-88 he served as Chair of the Faculty Senate and Faculty Council and, in 1987-1988, was the first faculty representative on the University's Board of Directors. In July 1989, Dr. Kramer became UST's first Dean of the School of Arts and Sciences, a position he held until July 2007. While serving as Dean, in 1995 he accepted the position of Associate Vice President for Academic Affairs and remained in that position until July 2008. During 1996-1998, he was Acting Director of the Center for Thomistic Studies. At the request of President Fr. Miller, Dr. Kramer served as Interim Vice President for Academic Affairs for the 2000-2001 academic year.

Dr. Kramer has served on numerous committees, including three presidential search committees and as Co-chair of the recent Core Curriculum Reform Committee during its first two years, 2007-2009. He is responsible for initiating and promoting many academic policies and for developing academic programs in the arts and sciences. He has been General Editor of the Undergraduate Catalog since 1999 and also edited several editions of the Faculty and Administrators Handbook. In different capacities, he was associated with the University's tutorial service in academic writing from 1980 until 2010. Currently, Dr. Kramer is Writing Program Administrator.

BIOGRAPHICAL NOTE

Dr. Jerry Kramer was born on February 9, 1936, in Barberton, Ohio. He attended St. Augustine School there and then St. Mary's High School in Akron, Ohio. In 1958 he received the B.A. degree from John Carroll University, a Jesuit institution in Cleveland, Ohio, along with a commission in the U.S. Army Transportation Corps. He pursued graduate studies at the Ohio State University and graduated with a Ph.D. in English and American Literature in 1966. From 1966-68, Dr. Kramer taught at King's College, University of Western Ontario, in London, Ontario; and then, from 1968-1980, at Ottawa University, in Canada's capital. There he directed a departmental doctoral program for nine years. Dr. Kramer was on active military duty in 1958-1959 and served in the Reserve Forces, reaching the rank of captain, until 1965. Dr. Kramer's areas of expertise are academic administration, academic writing (teaching and program development), and English Renaissance literature.

Scope and Content Note

The collection of the Vice President for Academic Affairs covers the period from 2000 to 2001. Subjects include:

Board of Directors

Correspondence

Committees

President's Administrative Council Agendas and Minutes

Faculty

Acquisition Information

The files were obtained from the Office of the Vice President for Academic Affairs.

Physical Condition

Most of the files are in good condition. Some of the papers have a small amount of rust on them from the fasteners that were used. Others are somewhat acidic which have turned the papers brown.

INVENTORY

CORRESPONDENCE

Box Folder

- | | | |
|---|---|---|
| 1 | 1 | VPAA, July 2000 – May 2001 |
| | 2 | Doherty Library, July 2000 – March 2001 |
| | 3 | Helms Community Learning Center, January 2001 |
| | 4 | Registrar, December 2000 – May 2001 |
| | 5 | School of Education, July 2000 – January 2001 |

COMMITTEES

- | | | |
|--|----|---|
| | 6 | Academic Affairs, October 2000 – December 2000 |
| | 7 | Academic Affairs, January 2001 – June 2001 |
| | 8 | Curriculum, November 2000 |
| | 9 | Executive Committee of the Board, August 23, 2000 |
| | 10 | Faculty Evaluation, Student Instructional Report II, (SIR II)
Arts and Sciences, December 2000 – May 2001 |
| | 11 | Faculty Evaluation, Student Instructional Report II, (SIR II)
Cameron School of Business, December 2000 – May 2001 |
| | 12 | Faculty Evaluation, Student Instructional Report II, (SIR II)
School of Education, December 2000 – May 2001 |
| | 13 | Faculty Evaluation, Student Instructional Report II, (SIR II)
School of Theology, December 2000 – May 2001 |

PRESIDENT'S ADMINISTRATIVE COUNCIL

<u>Box</u>	<u>Folder</u>	
2	1	Agendas and Minutes, July 2000
	2	Agendas and Minutes, August 2000
	3	Agendas and Minutes, September 2000
	4	Agendas, Minutes, Correspondence, October 2000
	5	Agendas, Minutes, Correspondence, November 2000
	6	Agendas, Minutes, Correspondence, December 2000
	7	Agendas, Minutes, Correspondence, January 2001
	8	Agendas, Minutes, Correspondence, February 2001
	9	Agendas, Minutes, Correspondence, March 2001
10		Agendas, Minutes, Correspondence, April 2001
11		Agendas, Minutes, Correspondence, May 2001
12		Agendas, Minutes, Correspondence, June 2001

FACULTY

13		Sabbatical Leave Requests, November 2000
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BOARD OF DIRECTORS

3	1	Meeting, Minutes and Attachments, January 24, 2001
	2	Meeting, Minutes and Attachments, April 18, 2001