

Collection 00031
Associate Vice President for Academic Affairs (AVPAA)
Dr. Jerry Kramer

University of St. Thomas
Houston, Texas

Processed by
Nancy Vesey

9 September 2014

Size: 1 ft. 4 in.

Inclusive Dates: 1988 – 2009

Bulk Dates: 1999 – 2005

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

Agreements
Committees
Departments
Faculty
Policies
Proposals

Acquisition Information

The files were obtained from the Office of the 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

Departments

<u>Box</u>	<u>Folder</u>	
1	1	Biology, 1999 – 2006
	2	Communication, 1998 – 2005
	3	English, 1999 – 2007
	4	Honors Program, 1998 – 2005
	5	International Studies, 1999 – 2006
	6	Irish Studies, Historical and Political Perspectives, Spring 2000
	7	Irish Studies, 2004 – 2007
	8	Mathematics (1 of 2), 1999 – 2003
	9	Mathematics (2 of 2), 2004 – 2007
2	1	Modern and Classical Languages, 1997 – 2001
	2	Music Program, 1999 – 2005
	3	Pre Law (1 of 2), 2004 – 2005
	4	Pre Law (2 of 2), 2006 – 2007
	5	Theology, 2002 – 2005
	6	Department Course Schedules for Course Bulletins, Summer/Fall 2004

Faculty

7	Assessment of Administrators, Department Chairs, Spring 2004
---	--------------------------------------------------------------

Policies

8	Transfer of Credit, 1988 – 1999
9	Use of University Facilities Insurance, July 2000

Agreements/Proposals

10	Agreement between UST and CHUO University, December 9, 2005
11	Agreement between UST and Institute for Reading, February 2008
12	Liturgical Music Program, February 2006

Committees

Box Folder

- | | | |
|----------|----------|-------------------------------------------------------------|
| 3 | 1 | Retention, 2001 – 2006 |
| | 2 | Service Learning, 2001 – 2004 |
| | 3 | Strategic Planning Operational Planning, 2003 – 2004 |
| | 4 | Undergraduate Research, 1999 – 2009 |
| | 5 | Writing in All Disciplines, 1997 – 2004 |