

Collection 00014
Vice President for Academic Affairs
Dr. Lee J. Williames

University of St. Thomas
Houston, Texas

Processed by
Nancy Vesey

17 October 2011

Size: 13 ft. 2 inches

Inclusive Dates: 1992 - 2000

Bulk Dates: 1993 - 1999

Processed by: Nancy Vesey

Historical Note

Dr. Lee J. Williames was appointed Vice President for Academic Affairs in 1992. 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). He also taught classes in European History.

Biographical Note

Dr. Lee Williames came to the University of St. Thomas from the University of Scranton, where he held the position of Assistant Provost (administrative position for faculty).

He received a BA degree from LaSalle University (1964); an MA degree from Niagara University (1966); and a PhD degree from State University of New York at Binghamton (1981). While at Niagara University, Dr. Williames earned a certificate of specialization from the Soviet and East European Institute, where he specialized in Russian history. He also studied in Russia.

In 2004 Dr. Williames was invited to participate in a Congress on Peace in the North Caucasus sponsored by Pyatigorsk State Linguistics University, Kabardina Balkaria State University, and the Ministry of Education of the Russian Federation. Members of the Russian Federation, professors from across Russia

and Eurasia, as well as local stake holders, participated in 16 different symposia on issues impeding peace in the area. Dr. Williams presented a paper entitled "*Historical Insights Into Achieving Peace in the North Caucasus*". He presented several papers that were published in the United States, Russia and Europe.

Scope and Content Note

The collection of the Vice President for Academic Affairs covers the period from 1992 to 2000. Subjects include:

- Academic Advising Manual
- Academic Services
- Academic Yearbook
- Admissions Consultants, Noel-Levitz
- Admissions Marketing Proposals for Marketing Plan
- Admissions Marketing Study
- Adult Completion Program
- Advanced Career Training
- Catholicity of UST
- Center for Faith and Culture
- Correspondence, VPAA
- Correspondence, General
- Committees
- Councils
- Department Annual Reports
- Department Five-Year Plans
- Department Program Reviews
- Faculty
- Grants
- Houston Independent School District Co-operative Agreement
- Russman, OFM Cap., Thomas A., 25th Anniversary to the Priesthood
- School of Arts and Sciences
- School of Education
- School of Theology
- Self-Study Manual
- Shell/Helms Collaborative Agreement
- Strategic Planning Workbook

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. A few papers are somewhat acidic which have turned the papers brown. No conservation work is planned.

INVENTORY

CORRESPONDENCE

Box Folder

1	1	Vice President for Academic Affairs, July 1992 – December 1992
	2	Vice President for Academic Affairs, January 1993 – June 1993
2	1	Vice President for Academic Affairs, July 1993 – September 1993
	2	Vice President for Academic Affairs, October 1993 – December 1993
	3	Vice President for Academic Affairs, January 1994 – March 1994
3	1	Vice President for Academic Affairs, April 1994 – June 1994
	2	Vice President for Academic Affairs, July 1994 – September 1994
	3	Vice President for Academic Affairs, October 1994 – December 1994
4	1	Vice President for Academic Affairs, January 1995 – June 1995
	2	Vice President for Academic Affairs, July 1995 – June 1996
5	1	Vice President for Academic Affairs, July 1996 – December 1996
	2	Vice President for Academic Affairs, January 1997 – June 1997
6	1	Vice President for Academic Affairs, July 1997 – December 1997
	2	Vice President for Academic Affairs, January 1998 – June 1998

CORRESPONDENCE (continued)

<u>Box</u>	<u>Folder</u>	
7	1	Vice President for Academic Affairs, July 1998 – March 1999
	2	Vice President for Academic Affairs, April 1999 – November 1999
8	1	Vice President for Academic Affairs, December 1999 – January 2000
	2	Vice President for Academic Affairs, February 2000 – June 2000

GENERAL CORRESPONDENCE

9	1	Admissions, 1999
	2	Arts and Sciences, 1992 – 1993
	3	Arts and Sciences, 1994 – 1995
	4	Arts and Sciences, 1996 – 1998
	5	Doherty Library, 1998 – 2000
	6	President, 1998 – 1999
	7	Registrar, 1998 – 2000
	8	School of Education, 1994 – 2000

FACULTY

10	1	C.A.S.E. Professor of the Year, 1994 – 1999
	2	Chairs and Directors List, 1992 – 1998
	3	Deceased Faculty, Staff and UST Friends, 1993 – 1996
	4	Endowed Chairs Year-End Report, 1998 – 1999
	5	Faculty Council Minutes, 1993 – 1994
	6	Faculty Evaluation Tally Sheets, 1996 – 1999
	7	Faculty Publications and Presentations, 1992 – 1993
	8	Faculty Publications and Presentations, 1993 – 1994
	9	Faculty Publications and Presentations, 1994 – 1995
	10	Faculty Publications and Presentations, 1995 – 1996
	11	Faculty Publications and Presentations, 1996 – 1997
	12	Faculty (Ranked) and Committee Lists, 1994 – 1996
	13	Faculty Senate Minutes, 1992 – 1995
	14	Faculty/Student Research Program, 1993 – 1998
	15	Faculty Study Day, 1993 – 1999

(FACULTY, continued)

Box Folder

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|-----------|----------|--|
| 11 | 1 | Philosophy - Search for Assistant or Associate Professor,
October 1998 – January 1999 |
| | 2 | Sabbatical Leave Reports, 1997 – 1999 |
| | 3 | Sabbatical Leave Requests, 1994 – 2000 |
| | 4 | Thomistic Studies Search for Director and Chair,
October 1998 – April 1999 |

COMMITTEES

- | | | |
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| 12 | 1 | Academic Affairs Committee of the Board,
September 1992 – December 1993 |
| | 2 | Academic Affairs Committee of the Board,
January 1994 – March 1994 |
| | 3 | Academic Affairs Committee of the Board, March 30, 1994 |
| | 4 | Academic Affairs Committee of the Board,
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| | 5 | Academic Affairs Committee of the Board,
January 1995 – December 1995 |
| | 6 | Academic Affairs Committee of the Board,
March 1996 – December 1996 |
| 13 | 1 | Academic Affairs Committee of the Board,
January 1997 – December 1997 |
| | 2 | Academic Affairs Committee of the Board,
January 1998 – December 1998 |
| | 3 | Academic Affairs Committee of the Board,
January 1999 – May 1999 |
| | 4 | Academic Affairs Committee of the Board,
September 1999 – December 1999 |
| | 5 | Academic Affairs Committee of the Board,
February 2000 – June 2000 |
| 14 | 1 | Academic, July 1992 – November 1992 |
| | 2 | Academic, February 1993 – May 1993 |

COMMITTEES (continued)

<u>Box</u>	<u>Folder</u>	
14	3	Computer and Instructional Technology, Spring 1993
	4	Curriculum, November 1993 – February 1996
	5	Curriculum, April 1996 – November 1996
	6	Curriculum, February 1997 – December 1997
	7	Curriculum, February 1998 – October 1999
	8	Curriculum, November 1999 – May 2000
15	1	Faculty Development, 1992 – 1995
	2	Faculty Development, 1996 – 1999
	3	Faculty Evaluation, Student Instructional Report II (SIR II), Comparative Data, 1995 – 1996; 1996 – 1997
	4	Faculty Evaluation, Student Instructional Report II (SIR II), School of Arts and Sciences, November 1997; June 1998; August 1998
	5	Faculty Evaluation, Student Instructional Report II (SIR II), School of Theology, November 1997 – January 1999; May 1999 – December 1999; May 2000
	6	Faculty Evaluation, Student Instructional Report II (SIR II), School of Education, November 1997 - January 1999; May 1999 – December 1999; May 2000
	7	Faculty Evaluation, Student Instructional Report II (SIR II), Cameron School of Business, November 1997 – June 1998; August 1998 – January 1999; May 1999 – December 1999; May 2000
	8	Faculty Evaluation, Student Instructional Report II (SIR II), School of Arts and Sciences, January 1999
	9	Faculty Evaluation, Student Instructional Report II (SIR II), School of Arts and Sciences, May 1999
	10	Faculty Evaluation, Student Instructional Report II (SIR II), School of Arts and Sciences, December 1999
	11	Faculty Evaluation, Student Instructional Report II (SIR II), School of Arts and Sciences, May 2000

COMMITTEES (continued)

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16	1	Graduation, April 1994 – July 1994
	2	Graduation, February 1995 – May 1997
	3	Human Subjects, November 1990 – October 1999
	4	Human Subjects, Policies and Procedures, 1992 – 1993
	5	Human Subjects, Minutes, November 1992 – April 1996
	6	Human Subjects, Annual Report, 1995 – 1996
	7	Human Subjects, Project: Effects of Family Structure and Conflict on College Students Self-Concept, Spring 1996; Spring 1997
	8	Human Subjects, Project: Investigation into Automobile Products, Spring 1996; Spring 1997
	9	Human Subjects, Project: Understanding Romantic Relationships, September 1996 – October 1997
10		Human Subjects, Project: Marketing of Higher Education, Case Study of Four Universities, Spring 1997
	11	Human Subjects, Project: Perception of Verbal and Physical Aggression, Spring 1997
	12	Human Subjects, Project: Why Companies Choose not to Purchase and Utilize Corporate Aircraft, Spring 1997
	13	Human Subjects, Project: It Starts in Kindergarten, Growth in Dual Language Setting, April 1997
	14	Human Subjects, Project: Factors of Team Effectiveness, An Integral Model, December 1997
	15	Human Subjects, Project: Factors Related to Relationship Interpersonal Competence, September 1997 – August 1998
17	1	Human Subjects, Project: Dimensions of Religiosity, Stress, Explanatory Style and Adjustments, June 1998; June 1999
	2	Human Subjects, Project: Adolescent Substance Abuse, September 1998 – March 1999
	3	Human Subjects, Project: Positive Campaigns, September 1998 – July 1999
	4	Human Subjects, Project: Predictors of Adjustment Outcomes, September 1998 – August 1999
	5	Human Subjects, Project: Addressing Relationships, February 1998

COMMITTEES (continued)

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17	6	Human Subjects, Project: Religion-Contraception Study, December 1997 – August 1998
	7	Human Subjects, Project: Negative Campaigns, Spring 1998; Spring 1999
	8	Human Subjects, Project: Children’s Social and Academic Competence, Spring 1998
	9	Human Subjects, Project: Authoritarian Personality, Spring 1998
10		Human Subjects, Project: Student Perception of Residential Environment, October 1998
11		Human Subjects, Project: Cultural Differences in Pain Perception, Response, Coping Styles, October 1998 – December 1998
12		Human Subjects, Project: The Relationship Between Siblings, Conflict and Adolescent’s Self-Esteem, September 1998 – November 1998
18	1	Human Subjects, Project: Risk and Protective Factors Among Juvenile Offenders, April 1999; June 1999
	2	Human Subjects, Project: Millennium/Effect of Millennium on Anxiety Level, Spring 1999; Fall 1999
	3	Human Subjects, Project: Relationship Among Perceptions of Interpersonal Communication Competence, April 1999 – December 1999
	4	Human Subjects, Project: Exploring Connections Between EPA’s, Brownfield Initiatives and Urban Sustainability: A Case of Houston, Texas, April 1999; May 1999
	5	Human Subjects, Project: Effects of B-12 Supplement on Cognitive Performance, April 1999 – May 1999
	6	Human Subjects, Project: Dimensions of the Person and Culture, February 1999 – December 1999
	7	Human Subjects, Project: Personality Correlates to Rehab Treatment Outcomes, March 1999 – March 2000
	8	Human Subjects, Project: Mock Juror Research, Spring 1999; Spring 2000
	9	Human Subjects, Project: Personality, Leadership and Culture in a Post-Modern Organization, March 1999 – May 2000

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	3	Academic, Meetings, January 1994 – July 1994
	4	Academic, Meetings, August 1994 – November 1994
	5	Academic, Meetings, December 1994
	6	Academic, Meetings, March 1995
	7	Academic, Summaries, July 1993 – September 1999
20	1	Academic, Meetings, February 1996
	2	Academic, Meetings, October 1996 – December 1996
	3	Academic, Meetings, January 1997 – May 1997
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	6	Academic, Meetings, February 1998 – March 1998
21	1	Academic, Meetings, May 1998 – February 1999
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	3	Academic, Meetings, November 1999 – May 2000
	4	Academic, Meetings, February 2000
	5	Graduate, Agendas and Correspondence, 1992 – 1993
	6	Graduate, Agendas and Correspondence, 1994 – 1995
	7	Graduate, Agendas and Correspondence, 1996 – 1999
	8	President's Administrative Council (PAC), March 2000
	9	President's Administrative Council (PAC), April 2000
	10	President's Administrative Council (PAC), May 2000
	11	President's Administrative Council (PAC), June 2000

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<u>Box</u>	<u>Folder</u>	
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	2	Academic Services, 1992 - 1993
	3	Academic Yearbook, 1996 – 1997
	4	Adult Degree Completion Program, The Compressed Track Option, 1995
	5	Adult Degree Completion Task Force, 1994
	6	Advanced Career Training, 1992 – 1995
	7	Admissions Consultants, Noel-Levitz, 1999
	8	Admissions Marketing Proposals for Marketing Plan, 1993 – 1994
	9	Admissions Marketing Study, 1993
	10	Catholicity of UST, November 1992
	11	Center for Faith and Culture, 1993 – 1996
	12	Communication Department - Search for Assistant Professor, 1996 – 1997
23	1	Grants, 1996 – 1997
	2	Helms Community Learning Center Annual Report, 1998 – 1999
	3	Houston Independent School District, Co-operative Agreement, 1992 – 1994
	4	Internship Programs at UST, 1999
	5	Long-Range Planning/University Planning (LRPC/UPC) Sub-committee Master Plan, 1994 – 1995
	6	Mission Goals, Assessment for Office of VPAA, 1996
	7	Monaghan, CSB, Francis E., Funeral and Correspondence, 1995
	8	Noel-Levitz, a USA Group Company, 2000
	9	Russman, OFMCap., Thomas A., 25 th Anniversary to Priesthood, 1995
	10	Shell/Helms Collaborative, June 2000
	11	Strategic Planning Workbook, 1995
	12	Student Internship Requests, 1999 – 2000

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- 24 1 Council Minutes, 1991 – 1993
- 2 Committee Elections and Appointments, 1994
- 3 Budget, 1997 – 1998

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- 4 Council for Aid to Education (CFAE) Report, 1996
- 5 Dean - Search, 1999
- 6 Director of Field Experiences - Search, 1999
- 7 Grant Award Notification, 1997 – 1998
- 8 Grand Award Notification, January 1999 – April 2000
- 9 Grant Award Notification, August 2000
- 10 State Board for Educator Certification, 1997 – 1998
- 11 Texas Higher Education Coordinating Board, 1994

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- 25 1 Dean's Report, 1992 – 1993
- 2 Dean's Report, 1993 – 1994
- 3 Dean's Report, 1994 – 1995

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- 4 University Self Study, 1993

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- 26 1 Academic, Miscellaneous Information,
March 1993 – December 1993
- 2 Academic, Miscellaneous Information,
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- 3 Admissions Office, 1998
- 4 Biology Department, 1995 – 1996
- 5 Business Administration and Marketing Department, 1999

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	7	Classics Department, June 1995
	8	Communication Department, 1997 – 1998
	9	Doherty Library, 1998
	10	Economics and Finance Department, 1998 – 1999
	11	English Department, 1997 – 1998
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	3	Fine and Performing Arts Department, 1994 – 1995
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	5	Management Information Systems Department, 1999
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	7	Master in Liberal Arts (MLA) Program, 1998 – 2003
	8	Modern and Classical Languages Department, 1995
	9	Philosophy Department, 1995
	10	Physical Education Department, 1995
	11	Political and Social Science Department, 1996
	12	Program Review Recommendations, 1994 – 1995
	13	Psychology Department, 1996
	14	Registrar's Office, 1998
	15	School of Education Elementary Education, 1995 – 1996
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28	1	Biology Department, 1996 – 2001
	2	Center for International Studies, 1998 – 2003
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	4	Communication Department, 1998 – 2003
	5	English Department, 1993 – 1998
	6	English Department, 1998 – 2003
	7	Environmental Studies Department, 1996 - 2001
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28	9	Learning Resource Center (LRC), 1996 – 2001
	10	Mathematics Department, 1996 – 2001
	11	Modern and Classical Languages Department, 1996 - 2001
	12	Modern and Classical Languages - German and Spanish Programs, 1998 – 2003
	13	Political and Social Science Department, 1998 – 2003
	14	Psychology Department, 1993 – 1998
	15	UST Strategic Plan, 1998 – 2002
	16	Vice President for Academic Affairs, 1998 - 2003

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29	1	Accounting, 1993 – 1996
	2	Accounting, 1998
	3	Biology, 1993 – 1994
	4	Business Administration and Marketing, 1993 – 1996
	5	Business Administration and Marketing, 1997 – 1998
	6	Business Administration, Graduate Programs, 1996
	7	Cameron School of Business, MBA, 1994
	8	Center for International Studies, 1997 – 1998
	9	Chemistry and Physics, 1998
	10	Communication, 1993 – 1994
	11	Counseling and Testing Services, 1994 – 1995
	12	Doherty Library, 1994 – 1995
	13	Doherty Library, 1997 – 1998
	14	Economics and Finance, 1993 – 1996
	15	Economics and Finance, 1998
	16	English, 1993 – 1996
	17	English, 1997 – 1998
	18	Environmental Studies, 1993 – 1994
	19	Fine and Performing Arts, 1993 – 1996
	20	Fine and Performing Arts, July 1998
	21	History, 1993 – 1996
	22	Honors Program, 1993 – 1994

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- 30 23 International Studies, 1993 – 1996
- 24 Jerabeck Activity and Athletic Center (JAAC), Department of Recreation and Sports Services, 1994 – 1995
- 25 Management Information Systems, 1995 – 1996
- 26 Master of Education, 1993 – 1994
- 27 Master in Liberal Arts (MLA), 1994
- 28 Master in Liberal Arts (MLA), 1995

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- 30 1 Mathematics, May 1994
- 2 Mathematics, June 1995
- 3 Mathematics, June 1996
- 4 Mathematics, 1998
- 5 Office of Volunteer Opportunities (OVO), 1994 – 1995
- 6 Philosophy, 1994
- 7 Political and Social Science, 1993 – 1994; 1994 – 1995
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- 9 Psychology, 1997 – 1998
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- 11 School of Education, 1993 – 1994; 1994 – 1995
- 12 School of Education, 1997 – 1998
- 13 School of Education, Undergraduate Education, 1993 – 1996
- 14 Theology, 1994 – 1995

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- 31 1 American Catholic Historical, 1994 – 1996
- 2 Association of Catholic Colleges and Universities, 1993 – 1994
- 3 School of Theology Report of the Accrediting Team of Association of Theological Schools, 1998
- 4 Council of Independent Colleges (CIC), 1995
- 5 South Central Modern Language Association, 1993 – 1995
- 6 Texas Association of Deans of Liberal Arts and Sciences, 1993

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	8	UST/Reagan High School Scholars Institute, Summer Academy, 1998 (folder 1 of 2)
	9	UST/Reagan High School Scholars Institute, Summer Academy, 1998 (folder 2 of 2)

