IDENTITY STATEMENT
Reference: UoL/CL
Title: University of London Council.
Dates: 1994-2004
Level: sub-fonds
Extent and Medium: 15 folders and 4 volumes
Name of Creator: University of London Council

CONTEXT
Biographical/Administrative History: The Council is the primary governing and executive body of the University of London.

CONTENT
Scope and Content: The collection comprises minutes with appendices and supporting paperwork for meetings of the Academic Committee, The University Council, the Pre-Registration Committee, the Subject Panel in General Medicine, the Subject Panel in Surgery and the Subject Panel in Medical Law and Ethics; paperwork supporting an application by the Royal Academy of Music for admission as a college of the University of London and meeting papers of the Working Group.

ACCESS AND USE
Language of Scripts: English
Conditions of Access: Open except for records exempt under the Data Protection Act or the Freedom of Information Act. Please contact the University Archivist for details. 24 hours notice is required for research visits.

Conditions of Reproduction: Copies may be made, subject to the condition of the original. Copying must be undertaken by the Special Collections Reading Room staff, who will need a minimum of 24 hours to process requests.
<table>
<thead>
<tr>
<th>UoL/CL/1/1</th>
<th>Academic Committee.</th>
<th>1994 December-1995 May</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Signed and bound minutes with indexed appendices. (Previous ref CL4/1/1/1).</td>
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<th>Academic Committee.</th>
<th>1995 November-1996 May</th>
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<th>Academic Committee.</th>
<th>1996 November-1997 June</th>
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<th>Academic Committee.</th>
<th>1997 November-1998 June</th>
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<table>
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<th>UoL/CL/1/5</th>
<th>The University Council.</th>
<th>1994 October-1995 December</th>
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<td>Two sets of minutes.</td>
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<th>UoL/CL/1/6</th>
<th>Pre-Registration Committee.</th>
<th>1998 December-2001 May</th>
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</table>
Minutes and appendices. (Previous ref CL5/3/1/1).

1 folder

UoL/CL/1/7  Pre-Registration Committee.

2001
October-2004 June

Minutes and appendices. (Previous ref CL5/3/1/2).

1 folder

UoL/CL/1/8  Subject Panel in General Medicine.

1998
September-1999 May

Minutes and appendices. (Previous ref CL5/1/1/1).

1 folder

UoL/CL/1/9  Subject Panel in Surgery.

1998
October-1999 November

Minutes and appendices. (Previous ref CL5/2/1/1).

1 folder

UoL/CL/1/10  Subject Panel in Medical Law and Ethics (1/2).

1998
March-2001 October

Minutes and appendices. Please see UoL/CL/1/11 for further appendices. (Previous ref CL5/4/1/1).

1 folder

UoL/CL/1/11  Subject Panel in Medical Law and Ethics (2/2).

1998
March-2001 October

Appendices to minutes. Please see UoL/CL/1/10 for minutes and further appendices. (Previous ref CL5/4/1/1).

1 folder
UoL/CL/2/1  Application for Admission to the University of London (1/2). 1999 April
A copy of the Royal Academy of Music "Application for Admission as a College of the University of London" with appendices 1-13 of 25. Please see UoL/CL/2/2 for appendices 14-25.

1 folder

UoL/CL/2/2  Application for Admission to the University of London (2/2). 1999 April
Appendices 14-25 to the Royal Academy of Music "Application for Admission as a College of the University of London". Please see UoL/CL/2/1 for the application and appendices 1-13 of 25.

1 folder

UoL/CL/2/3  Application for Admission to the University of London Supplementary Papers. c1999
Supplementary appendices (A-N) to the application for admittance to the University of London.

1 folder

UoL/CL/2/4  Working Group on the Application by the Royal Academy of Music for Admission as a College of the University. 1999 February-April
Administrative papers of the Working Group including agenda, reports, memoranda, correspondence and emails.

1 folder

UoL/CL/2/5  Working Group on the Application by the Royal Academy of Music for Admission as a College of the University. 1999 May
Administrative papers of the Working Group including memoranda, correspondence, agenda, undergraduate admission procedures, meeting notes and ms rough notes.

1 folder

UoL/CL/2/6  Working Group on the Application by the Royal Academy of Music for Admission as a College of the University. 1999 June

1-15
Administrative and meeting papers of the Working Group including memoranda, reports, correspondence, emails and ms rough notes.

1 folder

**UoL/CL/2/7**  
**Working Group on the Application by the Royal Academy of Music for Admission as a College of the University.**  
1999 June 16-30

Administrative and meeting papers of the Working Group including reports, memoranda, correspondence, emails and copies of the Academy's Quality Framework and Cashflow Forecast.

1 folder

**UoL/CL/2/8**  
**Working Group on the Application by the Royal Academy of Music for Admission as a College of the University.**  
1999 July-December

Administrative and meeting papers of the Working Group including file notes, emails, minutes, correspondence, reports and a press notice about the Academy becoming a college of the University of London.

1 folder
IDENTITY STATEMENT
Reference: UoL/CN
Title: University of London Convocation.
Dates: 1858-2003
Level: sub-fonds
Extent and Medium: 228 folders, 4 o/s folders, 10 envelopes, 36 volumes, 7 reports and 1 roll
Name of Creator: University of London, Convocation

CONTEXT
Biographical/Administrative History: The Charter of 1858 admitted graduates as part of the corporate body of the University of London and gave them the right to assemble in convocation. Along with the Senate and Court, Convocation is one of three statutory bodies of the University of London and it is open to graduates of the University of London on payment of an annual fee. A Chairman, Vice-Chairman and a secretary, who is responsible for looking after the administrative affairs, serves it.

The 1858 Charter defined the powers of Convocation as being: 'the power to nominate three persons for every Fellow to be appointed in the manner hereinbefore mentioned from a list nominated by the Convocation'. Convocation had the power to: 'discuss any matter whatsoever relating to the University, and declaring the opinion of Convocation in any such matter; of accepting any new Charter for the University, or consenting to the surrender of Charters; of deciding on the mode of conducting and registering the proceedings of Convocation; of appointing and removing the Clerk of Convocation and of prescribing his duties'. However Convocation was not entitled to interfere in or take control over the affairs of the University.

Convocation was given two additional powers under the Charter of 1863. These were the powers of accepting and surrendering any 'supplemental' as well as any new Charter; and that of deciding as to the recognition, upon such terms as the Senate shall propose, of any Degree to be conferred under the Charter, other than Degrees in Arts, Laws, Medicine and Science, as qualifications for admission to Convocation.'

Between 1886 and 1889 Convocation took over the committee for promoting the celebration of the Jubilee of the University in 1886 and that of Queen Victoria in 1887 from the Freemasons and other bodies associated with the University. To commemorate the Jubilee a statue of Queen Victoria was
commissioned and erected at Burlington Gardens, then home of the University of London.

The University of London Act 1898 made the Chairman of Convocation an ex officio member of the Senate and gave Convocation the power to appoint sixteen members to the Senate. The power of consent over the surrender of an existing Charter or acceptance of a new Charter disappeared in the 1898 Act. However Convocation was given the right to be informed of and to appeal against any proposed new Statutes.

The Statutes of 1900 gave members of Convocation the power to elect the Chancellor of the University. During the nineteenth century the Crown appointed the Chancellors. The first Chancellor to be elected by Convocation was the Earl of Rosebery in 1900.

CONTENT
Scope and Content: The collection comprises bound proceedings, minutes and attendance books, reports and statements, standing orders and regulations, correspondence, financial accounts and other administrative papers of Convocation and its various committees; membership records and correspondence and reports from regional groups; election papers, Declarations of Elections and Deeds of Appointment, including those for Her Majesty Queen Elizabeth the Queen Mother; speeches, addresses and lectures; programmes and supporting paperwork for social events and photographs of Chairmen of Convocation, other Convocation Officers and presentation ceremonies.

ACCESS AND USE
Language of Scripts: English

System of Arrangement: 1) Proceedings and Committee, Working Party and Review Group Meeting Papers. 2) Correspondence. 3) Membership and regional groups. 4) Elections and appointments. 5) Administration papers. 6) Speeches, awards and events. 7) Photographs and printed material.

Conditions of Access: Open, except for records restricted under the Data Protection Act or the Freedom of Information Act. Please contact the University Archivist for details. 24 hours notice is required for research visits.

Conditions of Reproduction: Copies may be made, subject to the condition of the original. Copying must be undertaken by the Special Collections Reading Room staff, who will need a minimum of 24 hours to process requests.
UoL/CN/1/1/1  Proceedings of Convocation.  1858-1861
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/2  Proceedings of Convocation.  1861-1867
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/3  Proceedings of Convocation.  1867-1872
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/4  Proceedings of Convocation.  1872-1877
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/5  Proceedings of Convocation.  1877-1885
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/6  Proceedings of Convocation.  1886-1888
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume
UoL/CN/1/1/7  Proceedings of Convocation.  1888-1892
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/8  Proceedings of Convocation.  1892-1895
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/9  Proceedings of Convocation.  1896-1899
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/10 Proceedings of Convocation.  1897-1903
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/11 Proceedings of Convocation.  1904-1911
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume

UoL/CN/1/1/12 Proceedings of Convocation.  1911-1916
Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.
1 volume
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<tr>
<th>UoL/CN/1/1/13</th>
<th>Proceedings of Convocation.</th>
<th>1916-1923</th>
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<td>Bound proceedings including minutes, reports from various committees, correspondence, notices of motions, rules and regulations.</td>
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<td>Proceedings of Convocation.</td>
<td>1923-1932</td>
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<td>UoL/CN/1/1/15</td>
<td>Proceedings of Convocation.</td>
<td>1933-1937</td>
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<td>UoL/CN/1/1/16</td>
<td>Proceedings of Convocation.</td>
<td>1938</td>
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<td>Bound proceedings including minutes and reports from committees.</td>
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<td>UoL/CN/1/2/1</td>
<td>Ordinary Meeting.</td>
<td>1939-1946</td>
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<tr>
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<td>Ms and typescript minutes, agenda, correspondence, reports and order of business for ordinary and extraordinary meetings, some annotated. No meetings were held between July 1940 and May 1943.</td>
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<td>Ordinary Meeting.</td>
<td>1947-1950</td>
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<td>Typescript minutes, some signed and annotated, notice of meetings and order of business.</td>
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<td>UoL/CN/1/2/3</td>
<td>Ordinary Meeting. Typescript minutes, notice of meetings and order of business.</td>
<td>1951-1953</td>
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<tr>
<td>UoL/CN/1/2/4</td>
<td>Ordinary Meeting. Typescript minutes, notice of meetings and order of business.</td>
<td>1954-1957</td>
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<td>UoL/CN/1/2/5</td>
<td>Ordinary Meeting. Typescript minutes, notice of meetings and order of business.</td>
<td>1958-1961</td>
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<td>UoL/CN/1/2/6</td>
<td>Ordinary Meeting. Typescript minutes, notice of meetings and order of business.</td>
<td>1962-1965</td>
</tr>
<tr>
<td>UoL/CN/1/2/7</td>
<td>Ordinary Meeting. Typescript minutes, notice of meetings and order of business.</td>
<td>1966-1968</td>
</tr>
<tr>
<td>UoL/CN/1/2/8</td>
<td>Ordinary Meeting. Typescript minutes, some signed and annotated, notice of meetings and order of business. Also included are minutes and attendance sheets for the Standing Committee.</td>
<td>1968-1971</td>
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<td>UoL/CN/1/2/9</td>
<td>Ordinary Meeting.</td>
<td>1989-1993</td>
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Typescript minutes.

1 folder

UoL/CN/1/2/10  Ordinary Meeting Order of Business.  1943-1952

1 volume

UoL/CN/1/2/11  Ordinary Meeting Order of Business.  1953-1956

1 volume

UoL/CN/1/2/12  Ordinary Meeting Order of Business.  1956-1961

1 volume

UoL/CN/1/2/13  Ordinary Meeting Order of Business.  1961-1966

1 volume

UoL/CN/1/2/14  Ordinary Meeting Order of Business.  1966-1971

1 volume

UoL/CN/1/2/15  Ordinary Meeting Order of Business.  1971-1976

1 volume

UoL/CN/1/2/16  Ordinary Meeting Order of Business.  1976-1981
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<td>Ordinary Meeting Order of Business.</td>
<td>1981-1986</td>
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<td>UoL/CN/1/2/18</td>
<td>Ordinary Meeting Order of Business. (Previous ref number UoL/CN/1/1/16).</td>
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<td>Ordinary Meeting Order of Business.</td>
<td>1986-1991</td>
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<td>Ordinary Meeting Order of Business.</td>
<td>1991-1996</td>
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<td>UoL/CN/1/2/21</td>
<td>Ordinary Meeting Order of Business.</td>
<td>1997-2001</td>
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<td>UoL/CN/1/3/1</td>
<td>Standing Committee.</td>
<td>1938-1944</td>
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<td>UoL/CN/1/3/2</td>
<td>Standing Committee.</td>
<td>1945-1946</td>
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Typescript minutes, agenda, committee reports, memos, notes, notice of motions and forthcoming meetings, order of business and signed attendance sheets.

1 folder

**UoL/CN/1/3/3 Standing Committee.** 1947-1948
Typescript minutes, agenda, committee reports, memos, notes, notice of motions and forthcoming meetings, order of business and signed attendance sheets.

1 folder

**UoL/CN/1/3/4 Standing Committee.** 1949-1950
Typescript minutes, agenda, committee reports, memos, notes, notice of motions and forthcoming meetings, order of business and signed attendance sheets.

1 folder

**UoL/CN/1/3/5 Standing Committee.** 1951-1952
Typescript minutes, agenda, committee reports, memos, notice of motions and forthcoming meetings, order of business and signed attendance sheets.

1 folder

**UoL/CN/1/3/6 Standing Committee.** 1953
Typescript minutes, agenda, committee reports and correspondence.

1 folder

**UoL/CN/1/3/7 Standing Committee.** 1954-1955
Typescript minutes, agenda, committee reports, memos, notices of motions and forthcoming meetings, order of business and signed attendance sheets.

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<td>Typescript minutes, agenda and committee reports and signed attendance sheets.</td>
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<td>1960-1961</td>
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<td>1962-1963</td>
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<td>UoL/CN/1/3/12</td>
<td>Typescript minutes, agenda, committee reports, proposals and order of business and signed attendance sheets.</td>
<td>1964-1965</td>
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<td>Typescript minutes, agenda, committee reports.</td>
<td>1966-1967</td>
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</table>
Typescript minutes, agenda, committee reports, letters and order of business and signed attendance sheets.

1 folder

UoL/CN/1/3/14  **Standing Committee.**  1971-1974
Signed typescript minutes, some annotated. Also included are several sets of minutes for Convocation ordinary meetings.

1 folder

UoL/CN/1/3/15  **Standing Committee.**  1974-1979
Signed typescript minutes, some annotated. Also included are several sets of minutes for Convocation ordinary meetings.

1 folder

UoL/CN/1/3/16  **Standing Committee.**  1979-1986
Signed typescript minutes including several sets of minutes for Convocation ordinary meetings.

1 folder

UoL/CN/1/3/17  **Standing Committee.**  1987-1990
Signed typescript minutes including several sets of minutes for Convocation ordinary meetings.

1 folder

UoL/CN/1/3/18  **Standing Committee.**  1991-1992
Typescript minutes, some annotated.

1 folder

UoL/CN/1/3/19  **Standing Committee.**  1993
Typescript minutes, agenda, committee reports, statements, order of business, memos and letters.

1 folder

**UoL/CN/1/3/20 Standing Committee.**

Typescript minutes, agenda, committee reports, statements, order of business, letters and meeting dates.

1 folder

**UoL/CN/1/3/21 Standing Committee.**

Typescript minutes, agenda, committee reports, memos and signed attendance sheets.

1 folder

**UoL/CN/1/4/1 Academic Dress sub-Committee.**

Typescript and ms minutes, agenda, correspondence, reports, attendance sheets, memos and regulations, some with annotations. Also included is a draft design of a gown for the Deputy Chairman of Convocation.

1 folder

**UoL/CN/1/4/2 Academic Dress sub-Committee.**

Typescript and ms minutes, agenda, correspondence and attendance lists.

1 folder

**UoL/CN/1/4/3 Academic Dress sub-Committee.**

Typescript and ms minutes, agenda, reports, correspondence, notes and attendance sheets.

1 folder

**UoL/CN/1/4/4 Academic Dress sub-Committee.**

1985-1988
Ms and typescript letters; rules and regulations regarding academic dress and a copy of, "Academic Dress of the University of Oxford".

1 folder

**UoL/CN/1/5/1** Appeals sub-Committee. 1988-1989
Typescript minutes, agenda, attendance sheets, income and expenditure details and ms letters.

1 folder

**UoL/CN/1/5/2** Appeals sub-Committee. 1990
Typescript minutes, agenda and appeal figures and ms and typescript letters.

1 folder

**UoL/CN/1/5/3** Appeals sub-Committee. 1991
Typescript minutes, agenda, attendance sheets, memos, reports, discussion papers and income and expenditure details.

1 folder

**UoL/CN/1/5/4** Appeals sub-Committee. 1993
Typescript agenda, minutes, attendance sheets, memos and file notes and a message from HRH The Princess Royal.

1 folder

**UoL/CN/1/5/5** Appeals sub-Committee. 1994
Typescript minutes, agenda, reports, memos, some with annotations and attendance sheets.

1 folder

**UoL/CN/1/5/6** Appeals sub-Committee. 1995-1996
Typescript minutes, agenda, reports, attendance sheets, memos, letters and financial details and ms rough notes and figures.

1 folder

**UoL/CN/1/6/1 Executive Board.** 1996
Typescript minutes, agenda, attendance sheets, reports and election results. Also included are papers for the Executive Board Ad Hoc Working Party to consider the implications of Statute 74.

1 folder

**UoL/CN/1/6/2 Executive Board.** 1997
Typescript minutes, agenda, attendance sheets, reports, proposals and membership details.

1 folder

**UoL/CN/1/6/3 Executive Board.** 1998
Typescript minutes, agenda, attendance sheets, reports and membership details.

1 folder

**UoL/CN/1/6/4 Executive Board.** 1999
Typescript minutes, agenda, reports, attendance sheets and membership details.

1 folder

**UoL/CN/1/6/5 Executive Board.** 2000
Typescript minutes, agenda, reports, proposals and attendance sheets and a copy of an obituary for Peter Taylor.

1 folder

**UoL/CN/1/6/6 Executive Board.** 2001-2002
Typescript minutes, agenda, reports and attendance sheets and typescript and ms letters from board members, including a letter of resignation from the Chairman of Convocation, Dummond Leslie.

<table>
<thead>
<tr>
<th>UoL/CN/1/7/1</th>
<th>Finance sub-Committee.</th>
<th>1986-1988</th>
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<tbody>
<tr>
<td></td>
<td>Typescript minutes, agenda, attendance sheets, letters and balance sheets.</td>
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<th>UoL/CN/1/7/2</th>
<th>Finance sub-Committee.</th>
<th>1989-1991</th>
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</thead>
<tbody>
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<td></td>
<td>Typescript minutes, agenda, attendance sheets, reports, including an internal audit report, balance sheets and typescript and ms letters.</td>
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</tbody>
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<th>UoL/CN/1/7/3</th>
<th>Finance sub-Committee.</th>
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<td>Ms and typescript minutes, agenda, attendance sheets, financial statements and balance sheets, some with amendments and annotations.</td>
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<th>UoL/CN/1/8/1</th>
<th>General Purposes sub-Committee.</th>
<th>1989-1992</th>
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<tbody>
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<td>Typescript minutes, agenda, reports and memos and photocopied letters.</td>
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<th>1993</th>
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<td>Typescript minutes, agenda, reports and attendance sheets and typescript and ms letters and rough notes.</td>
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<td>Statutes &amp; Standing Orders sub-Committee.</td>
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<td>Statutes &amp; Standing Orders sub-Committee.</td>
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<td>Statutes &amp; Standing Orders sub-Committee.</td>
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<td>UoL/CN/1/10/5</td>
<td>Statutes &amp; Standing Orders sub-Committee.</td>
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<tr>
<td>UoL/CN/1/11</td>
<td>Committee of Management Meeting.</td>
<td>1989-1994</td>
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<td>Typescript minutes, some signed and annotated.</td>
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<td>UoL/CN/1/12</td>
<td>Honorary Degrees Committee Meeting.</td>
<td>1986-1990</td>
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<td>Typescript and ms letters, some with supporting statements, submitting names for receipt of honorary degrees.</td>
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<tr>
<td>UoL/CN/1/13</td>
<td>University of London Jubilee Committee.</td>
<td>1886-1912</td>
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<td>Ms and typescript minutes, notice of meetings and a history of the commissioning of a statue of Queen Victoria to celebrate the jubilee of the University of London. (Previous reference UoL/CN/1/4/1).</td>
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<td>UoL/CN/1/14</td>
<td>Record Based Computing Advisory Committee.</td>
<td>1986</td>
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<td>A copy of the report by the Data Definition Working Group (26 September 1986) and typescript covering letters.</td>
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<tr>
<td>UoL/CN/1/15</td>
<td>Senators Meeting.</td>
<td>1987-1990</td>
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</table>
A typescript meeting report and various letters.

1 folder

**UoL/CN/1/16/1  Conference of University Convocations.**  
C.1970-1980

Copies of the constitution and standing orders, including copies with revisions and amendments; reports and letters.

1 folder

**UoL/CN/1/16/2  Congress of Convocation and Graduates Associations.**  
1986-1987

Copies of ms reports to the Standing Committee, typescript and ms letters with replies, a copy of the report "In Support of Higher Education", details of funding and a questionnaire.

1 folder

**UoL/CN/1/16/3  Congress of Convocation and Alumni Organisations.**  
1988-1989


1 folder

**UoL/CN/1/16/4  Congress of University Convocations and Graduate Associations.**  
1988-1990

Typescript reports, letters, agenda and questions to the Chairman; copies of regulations and standing orders and conference information.

1 folder
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<td>UoL/CN/16/5</td>
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<td>UoL/CN/16/6</td>
<td>Congress of University Convocations and Graduate Associations.</td>
<td>1990</td>
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<tr>
<td></td>
<td>Typescript agenda, minutes, meeting notes and letters and ms and typescript reports.</td>
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<td>UoL/CN/16/7</td>
<td>Congress of University Convocations and Graduate Associations.</td>
<td>1991</td>
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<td>Details of a conference held at Leicester University, typescript and ms letters, minutes, agenda, financial information and policy statements.</td>
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<td>1992</td>
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<td>Reports and meeting papers for a conference held at the University of Bradford and details of income and expenditure.</td>
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<td>Congress of University Convocations and Graduate Associations.</td>
<td>1992</td>
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<td>Typescript minutes, agenda and meeting papers for conferences held at Reading University and Bradford University.</td>
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<td>Annual General Meetings of Subscribers.</td>
<td>1954-1974</td>
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<td>Annual General Meetings of Subscribers.</td>
<td>1975-1987</td>
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UoL/CN/1/17/3  Annual General Meetings of Subscribers.  1989-1993
Agenda, minutes and an annual report by the Committee of Management for the financial year April 1989 - March 1990, including financial accounts of the Trust.
1 folder

UoL/CN/1/17/4  Annual General Meetings of Subscribers.  1994-2003
Typescript minutes, including Committee of Management minutes, and a copy of, "50th Anniversary of the Convocation of the University of London Trust - Review of It's Achievements and Operation Since It's Creation".
1 folder

UoL/CN/1/18  Convocation Working Party.  1995-1997
Typescript minutes and agenda.
1 folder

Typescript and ms letters, minutes, reviews of the external system and a copy of the final report including typescript and ms drafts.
1 folder

UoL/CN/1/20  Working Party on Library Charges.  1990
Typescript letters, minutes, reports and a profile of the University of London Library (ULL).
1 folder

UoL/CN/1/21/1  The Ryan Report.  1989
Typescript minutes, reports and correspondence and ms rough notes relating to the "Ryan Report" on the future of the University Library.
1 folder
UoL/CN/1/21/2  The Ryan Report.  1990
Typescript correspondence, reports, statements and file notes.
1 folder

Typescript minutes, agenda and Convocation Regulations and ms details of income and expenditure.
1 folder

Typescript agenda, notes of meetings and correspondence.
1 folder

UoL/CN/1/24/1  Convocation Review Group.  1994-1996
Typescript minutes, agenda and interim reports.
1 folder

UoL/CN/1/24/2  Convocation Review Group.  1994-1995
Typescript and ms financial information including budget and expense details, invoices and reports.
1 folder

UoL/CN/1/24/3  Convocation Review Group.  1994-1995
Typescript and ms financial information including budget details, expenses and copies of invoices; reports and correspondence.
1 folder
UoL/CN/1/24/4  Convocation Review Group.  1994-1995
Typescript and ms minutes and typescript agenda and reports including some with amendments and corrections.
1 folder

UoL/CN/1/24/5  Convocation Review Group.  1994-1995
Typescript interim reports, minutes and letters and ms rough notes.
1 folder

UoL/CN/1/24/6  Convocation Review Group.  1994-1995
Typescript interim reports, letters and attendance sheets and ms minutes and file notes.
1 folder

UoL/CN/1/24/7  Convocation Review Group.  1996
Typescript minutes, agenda, reports, statistics, estimates and memos and ms rough notes.
1 folder

Typescript minutes, agenda, interim reports, memos and statistics and ms file notes.
1 folder

Typescript minutes, agenda, reports, attendance sheets, letters and estimates.
1 folder
UoL/CN/1/24/10 Convocation Review Group. 1995-1996
Typescript reports, reviews and statistics and ms file and meeting notes.
1 folder

UoL/CN/1/24/11 Convocation Review Group. 1995-1996
Ms and typescript costs, estimates and expenses and typescript meeting notes, minutes and reports, some with amendments and corrections.
1 folder

UoL/CN/1/24/12 Convocation Review Group. 1995-1996
Typescript minutes, reports and statistics and ms file and meeting notes.
1 folder

UoL/CN/1/24/13 Convocation Review Group. 1995
Typescript minutes, reports and discussion papers and ms costs, estimates and notes about regional groups.
1 folder

UoL/CN/1/24/14 Convocation Review Group. 1995
Typescript reports and statistics and ms estimates, costs and file and meeting notes.
1 folder

Typescript and ms correspondence regarding access to Senate House Library for former students and file notes, meeting notes and details of membership charges.
1 folder

UoL/CN/1/26 Motions for Meetings of Convocation. 1986-1993
Typescript and ms letters submitting motions to meetings of Convocation, some with responses and suggested amendments; memos and file notes.

1 folder

**UoL/CN/1/27**  **Convocation Attendance Book.**  **1887-1939**

One volume containing signatures of those attending meetings of the Annual Committee, the Standing Committee and the Special Committee on the Jubilee Celebration. (Previous ref CN1/3).

1 volume

**UoL/CN/2/1/1**  **Alphabetical Correspondence A-B.**  **1993-1996**

Typescript and ms correspondence including those with Professor Geoffrey Alderman, Professor Ronald Barnett (Institute of Education), Professor Gerald Bernbaum (South Bank University), Baroness Tessa Blackstone, Professor Micheal Branch (SSEES), Dr Colin Brook (University of Oxford) and Professor Stanley Brown (University of Leeds).

1 folder

**UoL/CN/2/1/2**  **Alphabetical Correspondence A-B.**  **1997-1998**

Typescript and ms correspondence, some with attachments, including those with Professor Ronald Barnett (Institute of Education), MichaelBillingham (Institute of Education), Professor Michael Branch (SSEES), The Royal Veterinary College and Guys Hospital.

1 folder

**UoL/CN/2/1/3**  **Alphabetical Correspondence A-B.**  **2000-2001**

Typescript and ms correspondence and copies of emails including those with the University of London Careers Service, the Director of Staff and Student Affairs, Birkbeck College, Professor Colin Bundy (SOAS) and Professor John Burland (Imperial College).
1 folder

**UoL/CN/2/1/4  Alphabetical Correspondence C.  1994-1997**
Typescript correspondence including those with Judge Clive Callman, Convocation West Midlands Group, Professor Sir Wilfred Cockcroft, Marie Curie Cancer Care, Professor Jeremy Cowan and the University of Manchester.

1 folder

**UoL/CN/2/1/5  Alphabetical Correspondence C.  2000-2001**
Typescript and ms correspondence and emails with the University of London Central Secretariat.

1 folder

**UoL/CN/2/1/6  Alphabetical Correspondence C-F.  1997-1999**
Typescript and ms correspondence, emails and memos including those with Guy's and St Thomas's Medical School and the University of London Domestic Services and the Central Secretariat.

1 folder

**UoL/CN/2/1/7  Alphabetical Correspondence D-E.  1994-1997**
Typescript correspondence, some with attachments, including those with the University of London Director of Administration, Professor Peter Day (The Royal Institution of Great Britain), Sir Gordon Downey, the University of London Central Secretariat and Dr Russ Edgerton (American Association for Higher Education).

1 folder

**UoL/CN/2/1/8  Alphabetical Correspondence D-F.  1999-2001**
Typescript and ms letters and emails with John Davidson (University of London Director of Administration) and the Clerk to Convocation.

1 folder

UoL/CN/2/1/9  **Alphabetical Correspondence F.**  1995-1997
Typescript and ms correspondence, some with attachments, including those with Professor Raoul Franklin (City University) and Convocation Manchester Group.

1 folder

UoL/CN/2/1/10  **Alphabetical Correspondence G.**  1997-1999
Typescript and ms correspondence and emails, some with attachments, including those with The Goldsmiths Society, Professor Anthony Giddens (London School of Economics), Professor Caroline Gipps (Institute of Education), Heythrop College and Professor Kenneth Gregory (Goldsmiths College).

1 folder

UoL/CN/2/1/11  **Alphabetical Correspondence G.**  1999-2001
Typescript and ms correspondence including those with Philip Goff (Ede and Ravenscroft), Goldsmiths College and the King's College London Association.

1 folder

UoL/CN/2/1/12  **Alphabetical Correspondence G-I.**  1994-1996
Typescript correspondence, some with attachments, including those with Dr Christopher Green (Northwick Park Hospital), Professor Sir William Taylor and the Association of the Learned Societies in the Social Sciences (includes a published report on social science).

1 folder

UoL/CN/2/1/13  **Alphabetical Correspondence H-L.**  1997-1999
Typescript and ms correspondence including those with Dr David Taylor (SOAS), University College London, the University of Manchester, Queen Mary and Westfield College, the University of London Union, Professor Barry Ife (King's College London), the University of Lausanne, The Medical Society of London and Professor Arthur Law (King's College London).

1 folder

**UoL/CN/2/1/14 Alphabetical Correspondence H-L. 1999-2001**

Typescript and ms correspondence and emails including those with The Mail on Sunday, University College London, Heythrop College, King's College London and King's College London Association.

1 folder

**UoL/CN/2/1/15 Alphabetical Correspondence J-L. 1994-1996**

Typescript and ms correspondence, some with attachments, including those with the University of Huddersfield, Professor Yoshiyuki Kudomi (Institute of Education and including a copy of his article, "Teachers' Culture in Japan: Narrowness of Teachers' Field") and Professor Angela Little (Institute of Education).

1 folder

**UoL/CN/2/1/16 Alphabetical Correspondence M. 1999-2001**

Typescript and ms correspondence and emails including those with Reverend Dr John McDade (Heythrop College), the University of London Careers Service, the Medical Research Council and Professor A. John Monhemius (Royal School of Mines).

1 folder

**UoL/CN/2/1/17 Alphabetical Correspondence M-O. 1994-1997**
Typescript and ms correspondence, some with attachments, including those with the University of London Careers Service, Birkbeck College, Professor Margaret Mathieson (University of Leicester), Professor David Melville (Middlesex University), the University of London Graduates' Society and Professor Peter Mortimore (Institute of Education).

1 folder

**UoL/CN/2/1/18 Alphabetical Correspondence M-P. 1996-1999**

Typescript and ms correspondence including those with the University of London Careers Service, Dr John McDade (Heythrop College), Imperial College, the University of London Association Football and Professor Tim O'Shea (Birkbeck College).

1 folder

**UoL/CN/2/1/19 Alphabetical Correspondence N-Q. 1999-2001**

Typescript correspondence including those with Professor Sir Howard Newby and Professor Tim O'Shea (Birkbeck College).

1 folder

**UoL/CN/2/1/20 Alphabetical Correspondence P-R. 1994-1997**

Typescript and ms correspondence including those with the Rural Development Commission, Dr John Prebble (Royal Holloway College) and Professor David Robinson (University of South Australia).

1 folder

**UoL/CN/2/1/21 Alphabetical Correspondence Q-R. 1996-1999**

Typescript and ms correspondence including those with Dr Joan Ripley, Guy's and St Thomas's Medical School, Sir Derek Roberts (University College London) and the University of London Academic Registrar.

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<td>the University of London Union, King's College Student's Union, the Royal College of Music, Birkbeck</td>
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<td>College and Gillian Roberts (Academic Registrar).</td>
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<td>the Silver Study Group, Professor A.F.M. Smith (Queen Mary and Westfield College) and Sir William</td>
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<td>Taylor.</td>
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<td>UoL/CN/2/1/26</td>
<td><em>Alphabetical Correspondence T.</em></td>
<td>1995-1997</td>
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</table>
Typescript and ms correspondence including those with the United Oxford and Cambridge University Club, Professor John Tarrant (University of Huddersfield) and Universitas.

1 folder

**UoL/CN/2/1/27 Alphabetical Correspondence U-V. 2000-2001**

Typescript correspondence and emails including those with the University of London Careers Service, the University of London Graduates' Society (including a meeting agenda for 21 June 2000), the University of London Union and the Officers Training Corps.

1 folder

**UoL/CN/2/1/28 Alphabetical Correspondence U-Z. 1994-1997**

Typescript correspondence, some with attachments, including those with Professor Leslie Wagner (Leeds Metropolitan University), Professor Chengxu Wang (Hangzhou University), Monash University and the University of London Graduates' Society.

1 folder

**UoL/CN/2/1/29 Alphabetical Correspondence U-Z. 1997-1999**

Typescript and ms correspondence and emails, some with attachments, including those with the University of London Air Squadron, David Warren (Institute of Education), the University of London Deputy Director of Administration and the Central Secretariat.

1 folder

**UoL/CN/2/1/30 Alphabetical Correspondence W-Y. 1999-2001**

Typescript correspondence and emails including those with David Warren (Institute of Education), King's College London and Lord Woolf (Master of the Rolls).

1 folder
UoL/CN/2/1/31  **Alphabetical Correspondence Z.**  1998-2001
Typescript correspondence with Professor Graham Zellick, Vice-Chancellor University of London.

1 folder

UoL/CN/2/2/1  **Correspondence.**  1994 July-September
Typescript and ms correspondence including those with the Institute of Education, Professor David Dilkes (University of Hull), Professor Sheldon Rothblatt (University of California at Berkeley), the Institute of Commonwealth Studies (including meeting minutes for 17 May 1994), the University of Twente, the University of Aberdeen and the University of Queensland.

1 folder

UoL/CN/2/2/2  **Correspondence.**  1994 October
Typescript correspondence, some with attachments, including those with Professor Gilbert Smith (NHS Executive), the University of Queensland, The Forbes Trust, the University of Hull and the University of Glamorgan. Also included is a copy of, "Albor: Mediaeval and Renaissance Dawn-Songs in the Iberian Peninsula".

1 folder

UoL/CN/2/2/3  **Correspondence.**  1994 October-December
Typescript correspondence, some with attachments, including those with Professor David Teather (Hong Kong Baptist College), the University of Queensland and The CBI Education Foundation. Also included is a copy of the publication, "Management Development Opportunities for Schools".

1 folder
UoL/CN/2/2/4 Correspondence. 1994-1996
Typescript and ms correspondence, including those with the Association of Commonwealth Universities, Professor John Barron (St Peter's College Oxford) and Professor Philip Norton (University of Hull). Also included are instructions for drafting letters, a copy of a speech and an application to the Leverhulme Trust.

1 folder

UoL/CN/2/3/1 Correspondence. 1994-1995
Typescript and ms correspondence between Sir William Taylor and Peter Taylor and memos and file copies of letters.

1 folder

UoL/CN/2/3/2 Correspondence. 1996-1997
Typescript and ms correspondence between Sir William Taylor and Peter Taylor and Dr Steven Smith. Also included are memos and file copies of letters.

1 folder

UoL/CN/2/4 Chairman of Convocation to the Vice-Chancellor 1994-1996
Correspondence.
Typescript correspondence between Sir William Taylor, Chairman of Convocation and Professor Andrew Rutherford, Vice-Chancellor of the University of London. Also included are copies of other letters as attachments and a paper, "The Future of Convocation" by Sir William Taylor.

1 folder

UoL/CN/2/5 Chairman of Convocation to the Director of Administration 1994-1996
Correspondence.
Typescript correspondence, some with attachments, between Sir William Taylor, Chairman of Convocation and John Davidson, University of London Director of Administration.
1 folder

**UoL/CN/2/6** Clerk to Convocation to Chairman of Convocation Correspondence. 1994-1996
Typescript correspondence, some with attachments, between Peter Taylor and Dr Steven Smith, Clerks to Convocation and Sir William Taylor, Chairman of Convocation. Also included are income, expenditure, budget and investment details, minutes for a Committee of Management meeting (14 July 1994) and an agenda for an AGM (10 October 1994).

1 folder

**UoL/CN/2/7** A Letter from the Principal to Chairman of Convocation. 1996 February 20
A typescript letter from Peter Howell, the Principal to Sir William Taylor, Chairman of Convocation.

1 letter

**UoL/CN/2/8** Vice-Chancellor to Chairman of Convocation Correspondence. 1995-1996
Typescript correspondence between Professor Andrew Rutherford, Vice-Chancellor University of London and Sir William Taylor, Chairman of Convocation. Also included is a paper, "Business Proposed by the Vice-Chancellor" and a booklet containing, "The Quest for Exchange Rate Stability: Realistic or Quixotic?" the Stamp 50th Anniversary Lecture.

1 folder

**UoL/CN/2/9** Queen Victoria Statue Correspondence. 1887-1889
Ms letters between Arthur Milman, Registrar of the University of London, Sir Edgar Boehm, sculptor and F.Williamson regarding the commission of a statue of Queen Victoria. (Previous ref UoL/CN/1/4/2).

1 folder
**UoL/CN/2/10  Earl of Athlone to Sidney Loney  1931**

Correspondence.
Ms letters from the Earl of Athlone to Sidney Loney, Chairman of Convocation, including acceptance of his nomination for the post of Chancellor of the University of London. (Previous ref UoL/CN/3/1/A).

1 folder

**UoL/CN/3/1  East Midlands Regional Group.  1995-2001**

Typescript correspondence including details of the newly organised group and requests for reports of their activities for Convocation meetings.

1 folder

**UoL/CN/3/2/1  Group Papers.  1955-1994**

Typescript and ms correspondence, copies of reports for Convocation, standing orders, an agenda and details of membership numbers for 1961.

1 folder

**UoL/CN/3/2/2  Group Papers.  1995-2002**

Typescript and ms correspondence, requests for and copies of reports, reviews and programmes of events.

1 folder

**UoL/CN/3/3/1  Group Papers.  1969-1994**

Typescript and ms correspondence and reports to Convocation.

1 folder
<table>
<thead>
<tr>
<th>Reference</th>
<th>Description</th>
<th>Date范围</th>
</tr>
</thead>
<tbody>
<tr>
<td>UoL/CN/3/3/2</td>
<td>Group Papers. Typescript and ms correspondence, reports to Convocation and programmes of group events.</td>
<td>1994-2003</td>
</tr>
<tr>
<td></td>
<td>1 folder</td>
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<tr>
<td>UoL/CN/3/4/1</td>
<td>Group Papers. Typescript and ms correspondence, reports to Convocation, programmes of events and copies of standing orders.</td>
<td>1969-1984</td>
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<tr>
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<td>1 folder</td>
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<tr>
<td>UoL/CN/3/4/2</td>
<td>Group Papers. Typescript and ms correspondence and copies of reports to Convocation.</td>
<td>1985-1994</td>
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<tr>
<td>UoL/CN/3/5</td>
<td>South East England Regional Group. Typescript and ms correspondence, copies of reports and papers proposing the formation of a South-West England regional group.</td>
<td>1995-1998</td>
</tr>
<tr>
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<td>1 folder</td>
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<tr>
<td>UoL/CN/3/6/1</td>
<td>Group Papers.</td>
<td>1959-1985</td>
</tr>
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</tbody>
</table>
Typescript and ms correspondence, reports, minutes, agenda, balance sheets and standing orders.

1 folder

**UoL/CN/3/6/2 Group Papers.** 1986-1994
Typescript and ms correspondence, reports to Convocation, balance sheets and minutes of meetings.

1 folder

**UoL/CN/3/6/3 Group Papers.** 1994-2000
Typescript and ms correspondence, reports to Convocation, minutes of meetings and balance sheets.

1 folder

**UoL/CN/3/7/1 Group Papers.** 1954-1986
Typescript and ms correspondence, minutes of meetings, reports, newsletters and programmes of group events.

1 folder

**UoL/CN/3/7/2 Group Papers.** 1955-1979
A volume containing typescript and ms minutes of meetings.

1 volume

**UoL/CN/3/7/3 Group Papers.** 1987-1994
Typescript and ms correspondence, agenda, reports to Convocation and programmes of group events.

1 folder

**UoL/CN/3/7/4 Group Papers.** 1995-2003
Typescript correspondence, reports, programmes of group events and newsletters.

1 folder

Typescript correspondence and emails and requests for reports for Convocation.

1 folder

Typescript correspondence regarding the formation of the group and the disappointing response from graduates.

1 folder

UoL/CN/3/10 South Africa Studentship. 1959-1965
Typescript correspondence with various applicants regarding the University of London Convocation South Africa Studentship, applications and references and drafts of the rules and regulations.

1 folder

UoL/CN/3/11 USA Group. 2000-2001
Typescript correspondence and emails regarding the formation of the group.

1 folder

UoL/CN/3/12/1 Membership List. 1869 April
A printed list of members of Convocation. (Previous ref CN2/3/1).

1 publication

UoL/CN/3/12/2 Membership List. 1870 April
A printed list of members of Convocation. (Previous ref CN2/3/2).

1 publication

UoL/CN/3/12/3 **Membership List.** 1894 April
A printed list of members of Convocation. (Previous ref CN2/3/3).

1 publication

UoL/CN/3/12/4 **Convocation Membership Fees.** 1970-1981
Typescript correspondence, memos and reports regarding fees and the running costs of Convocation and minutes of a meeting of the General Purpose sub-Committee (13 October 1975).

1 folder

UoL/CN/3/13 **Membership of Senate Committees.** 1989-1993
Copies of statutes outlining the regulations for appointment to and membership of various committees, details of Convocation Senators sitting on committees and a list of committee seats up for election.

1 folder

UoL/CN/3/14 **Graduate Society.** 1987-1989
A copy of the society’s rules and constitution, typescript and ms correspondence and a draft membership form.

1 folder

UoL/CN/3/15/1 **Convocation Register A.** 1858
An alphabetical register with names, type of degree and date awarded.

1 volume
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>UoL/CN/3/15/2</td>
<td>Convocation Register B.</td>
<td>1858 May 04</td>
</tr>
<tr>
<td></td>
<td>A register with name and address details of those attending the meeting on this date.</td>
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<tr>
<td></td>
<td>1 volume</td>
<td></td>
</tr>
<tr>
<td>UoL/CN/3/16</td>
<td>Graduate Membership Regulations.</td>
<td>1929 June</td>
</tr>
<tr>
<td></td>
<td>A printed sheet of the &quot;Regulations under which Graduates become Members of Convocation and advantages attaching thereto&quot;.</td>
<td></td>
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<tr>
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<td>1 folder</td>
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<tr>
<td>UoL/CN/3/17</td>
<td>Convocation World-Wide Membership Map.</td>
<td>2001 May</td>
</tr>
<tr>
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<td>1 folder</td>
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<tr>
<td>UoL/CN/3/18</td>
<td>Sample of Ties.</td>
<td>undated</td>
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<tr>
<td></td>
<td>Three sample ties, navy blue with various crests.</td>
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<td>1 folder</td>
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<tr>
<td>UoL/CN/4/1/1</td>
<td>Voting Papers.</td>
<td>1914-1937</td>
</tr>
<tr>
<td></td>
<td>Voting papers for members of the faculties of Science, Medicine, Arts, Laws, Divinity, Economics and Political Science and Engineering for Standing Committee elections (1914, 1924-1926 &amp; 1933) and Senate elections (1923-1925, 1927, 1929, 1934-1935 &amp; 1937).</td>
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<td>1 folder</td>
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<tr>
<td>UoL/CN/4/1/2</td>
<td>Candidate Statements.</td>
<td>1986-1992</td>
</tr>
<tr>
<td></td>
<td>Typescript and ms correspondence, statements from candidates in contested elections, details of vacancies and voting papers dated February 1988.</td>
<td></td>
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<tr>
<td></td>
<td>1 folder</td>
<td></td>
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<tr>
<td>UoL/CN/4/2/1</td>
<td>Senate Elections.</td>
<td>1974-1980</td>
</tr>
<tr>
<td>--------------</td>
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<tr>
<td>Typescript and ms correspondence; instructions for the disposal of voting papers and payment for vote counters; details regarding the election of a Senator from the Group of Engineering and notes for supervisors and counting assistants in the 1979 Parliamentary election.</td>
<td></td>
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<tr>
<td>1 folder</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>UoL/CN/4/2/2</th>
<th>Senate Elections.</th>
<th>1981-1985</th>
</tr>
</thead>
<tbody>
<tr>
<td>Typescript and ms correspondence; details of vacancies, final results and those elected; minutes; instructions for faculty elections and guidance notes for Senate members voting in elections.</td>
<td></td>
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</tr>
<tr>
<td>1 folder</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>UoL/CN/4/2/3</th>
<th>Senate Elections.</th>
<th>1986-1994</th>
</tr>
</thead>
<tbody>
<tr>
<td>Typescript letters, memos, a copy of &quot;General Instructions for Elections to the Council&quot;, voting papers, result sheets and details of those elected to the Senate.</td>
<td></td>
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<tr>
<td>1 folder</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>UoL/CN/4/3</th>
<th>Chairman of Convocation and Clerk to Convocation Elections.</th>
<th>1985-2001</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nomination forms, candidate statements, details of successful candidates, file notes, voting forms and copies of procedures for elections.</td>
<td></td>
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</tr>
<tr>
<td>1 folder</td>
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</tbody>
</table>

<table>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Voting papers, nomination forms for election to the Council of the University, supporting statements, reports, details of vacancies, correspondence and memos.</td>
<td></td>
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<tr>
<td>1 folder</td>
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</tbody>
</table>
Typescript and ms correspondence, memos, a draft timetable for the University Council election, details of nominated and elected candidates, voting papers, result sheets and general instructions for elections.

1 folder

UoL/CN/4/5 The Election of H.M. The Queen Mother as Chancellor. 1955 March 03
An Order of Proceedings and an admission ticket. (Previous ref CN3/3).

1 folder

UoL/CN/4/6 Counting Sheets. undated
Four sheets, two with signatures, containing names, numbers of votes and total results for the election of members of the Standing Committee. (Previous ref CN2/9).

1 folder

UoL/CN/4/7 Procedures for Elections. 1910 January
Two typescript documents by Charles Willoughby Williams regarding electoral procedures. (Previous ref CN2/4).

1 folder

UoL/CN/4/8/1 Sir William Lygon. 1929
A signed deed, with an amended draft copy and two copies of the Declaration of Election of Chancellor. (Previous ref CN3/1).

1 o/s folder

UoL/CN/4/8/2 Sir Alexander Cambridge. 1932
Five copies of the Deed of Appointment, two signed, and two copies of the Declaration of Election of Chancellor. (Previous ref CN3/2).

1 o/s folder

**UoL/CN/5/1/1 Meeting Papers.** 1983-1988
Typescript correspondence, memos, details of meetings, letter templates, invoices and file notes.

1 folder

**UoL/CN/5/1/2 Meeting Papers.** 1986-1989
Typescript and ms correspondence, file notes, memos, reports, discussion papers and meeting dates.

1 folder

**UoL/CN/5/1/3 Meeting Papers.** 1988-1991
Typescript and ms correspondence, memos, file notes, reports, meeting dates and requests for agenda items. Also included are minutes for a meeting on 11 February 1989.

1 folder

**UoL/CN/5/1/4 Meeting Papers.** 1990-1991
Typescript and ms correspondence, file notes, memos and copies of reports.

1 folder

**UoL/CN/5/1/5 Meeting Papers.** 1991-1994
Typescript and ms correspondence, copies of reports, memos, file notes, details of meeting dates, copies of minutes and requests for agenda items.

1 folder

**UoL/CN/5/1/6 Meeting Papers.** 1992-1994
Typescript correspondence, memos, copies of reports, a list of outstanding issues, file notes and details of the revision of the University Statutes and Act.

1 folder

**UoL/CN/5/1/7 Meeting Papers.** 1981-1989
Typescript and ms memos and correspondence, copies of minutes and details of meeting dates, accommodation arrangements and numbers present.

1 folder

**UoL/CN/5/1/8 Meeting Papers.** 1990-1994
Typescript and ms memos, file notes, agenda items and correspondence, a Chairman’s statement, copies of minutes, details of meeting dates and accommodation arrangements.

1 folder

**UoL/CN/5/2/1 Subscriptions.** c1887-c1888
A notebook containing the names of subscribers, amounts, summaries of payments and running totals. (Previous ref CN1/4/3).

1 envelope

**UoL/CN/5/2/2 Financial Papers.** 1887-1889
A cheque book, various receipts and a letter of acknowledgement. (Previous ref CN1/4/4).

1 folder

**UoL/CN/5/3/1 Supporting Papers.** 1989
Typescript submissions, memos, correspondence, annotated and amended reports and comments on the final report.

1 folder
UoL/CN/5/3/2  Supporting Papers.  1989
Typescript and ms file notes, copies of reports, memos, comments on the final report, correspondence and details of proposed reorganisation within the central University.

1 folder

memos, guidance notes for implementing equal opportunities and completing staff appraisals and copies of blank appraisal forms.

1 folder

memos, minutes, agenda, guidance notes for completing staff appraisal forms, the Senate House Training Officer annual report for 1992-1993 and details of Staff Development Officers.

1 folder

UoL/CN/5/5/1  "Enlargement of the University" Synopsis.  1896
A copy of a "Schedule containing a Comparative Synopsis of the various Schemes that have been proposed for the Enlargement of the University, &c.". (Previous ref CN1/6).

1 folder

UoL/CN/5/5/2  Activities of Convocation of the University of London.  c1969
Reports and legal paperwork regarding the activities of Convocation.

1 folder

UoL/CN/5/5/3  Higher Education and the University of London.  1985-1987
Typescript and ms reports regarding higher education and the part played by the University of London, some with supporting letters.

1 folder

**UoL/CN/5/6/1 Register of Convocation Fees.** 1858-1868
An alphabetical register of names and qualifications. (Previous ref CN2/2).

1 volume

**UoL/CN/5/6/2 Financial Accounts.** 1987-1994

1 folder

**UoL/CN/5/7/1 Standing Orders.** 1930 January
A printed set of standing orders with annotations including on the front cover, "Subject to Revision, J Hynes". (Previous ref CN1/5).

1 envelope

**UoL/CN/5/7/2 Standing Orders, Regulations and Procedures.** 1955-2000
Two copies of "Standing Orders of Convocation" (1991 & 1996), one copy of "Standing Orders for Standing Committee" (June 1972), a draft copy of "Convocation Regulations" (February 2000) and two copies of "Outline of Functions and Procedure for Convocation" (1955 & undated) with annotations.

1 folder

**UoL/CN/5/8 An Amendment of Statute No.41.** 1925 January 28
UoL/CN/5/9 Convocation Discussion Documents. 1984-1991
Typescript and ms notes and copies of reports relating to various subjects and issues for discussion by Convocation, some with supporting correspondence and other paperwork.

1 folder

UoL/CN/5/10 Standard Letters/Letter Templates. 1912-1929
Templates for letters and a series of standard letters, some annotated, for issue by the Clerk of Convocation. (Previous ref CN2/5).

1 folder

UoL/CN/6/1/1 A Statement by Convocation. 1924
A typescript statement, with amendments, made on behalf of Convocation to "The Right Hon. President of the Board of Education and the Departmental Committee Appointed to Consider the Report of the Royal Commission". (Previous ref CN1/7).

1 folder

UoL/CN/6/1/2 Convocation Centenary Lecture. 1958 May 13
A printed copy of the lecture, "Convocation in the University of London" by Dr Percy Dunsheath, Chairman of Convocation. (Previous ref CN1/8).

1 envelope

UoL/CN/6/1/3 "The University Library" Address to Convocation. 1959 January 10
A printed copy of the address given to a meeting of Convocation by Mr J.H.P. Pafford. (Previous ref CN1/10).

1 envelope
UoL/CN/6/1/4  "The University's External System: past, present and future". c1995
A typescript copy of the speech.
1 folder

UoL/CN/6/1/5  Addresses to Convocation. 1997-2001
Typescript recollections of the address, "Universities and the State" made by The Earl Russell, King's College London and two further addresses, one by the incoming 14th Chairman of Convocation, Drummond Leslie, with amendments.
1 folder

UoL/CN/6/1/6  "Universities and the State" by Professor The Earl Russell. 2001 May
A typescript address and a copy on floppy disk with a supporting letter.
1 folder

An assessment of the marine habitats of the Morant Cays, Jamaica.
1 report

UoL/CN/6/2/2  "Netspedition Amazon". 1996
A demonstration of the methods involved in communicating with scientists at Imperial College from the Amazon region of southern Venezuela via a satellite based internet link.
1 report
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>UoL/CN/6/2/3</td>
<td>&quot;Leatherback Turtle Conservation Project&quot;.</td>
<td>1998</td>
</tr>
<tr>
<td></td>
<td>Details of voluntary work at the Gandoca/Manzanillo Wildlife Refuge in Costa Rica.</td>
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<tr>
<td></td>
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<td>1 report</td>
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<tr>
<td>UoL/CN/6/2/4</td>
<td>&quot;An Elective in Barbados&quot;.</td>
<td>1999</td>
</tr>
<tr>
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<td>A clinical elective and research project undertaken at the Queen Elizabeth Hospital, Barbados.</td>
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<tr>
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<td>1 report</td>
</tr>
<tr>
<td>UoL/CN/6/2/5</td>
<td>&quot;Mughal &amp; British Architecture in Delhi&quot;.</td>
<td>2000</td>
</tr>
<tr>
<td></td>
<td>Details of visits to various Mughal and British monuments including discussion of their architectural styles and historical context.</td>
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<td></td>
<td>1 report</td>
</tr>
<tr>
<td>UoL/CN/6/2/6</td>
<td>An Elective in Zambia.</td>
<td>2001</td>
</tr>
<tr>
<td></td>
<td>Details of working for a charity project run by a consultant orthopaedic surgeon in Lusaka, Zambia.</td>
<td></td>
</tr>
<tr>
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<td></td>
<td>1 report</td>
</tr>
<tr>
<td>UoL/CN/6/3/1</td>
<td>Supporting Paperwork for Prizes.</td>
<td>1976-1977</td>
</tr>
<tr>
<td></td>
<td>Typescript and ms correspondence, memos and file notes and details of criteria, nominations, winners and previous recipients.</td>
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<tr>
<td>UoL/CN/6/3/2</td>
<td>Supporting Paperwork for Prizes.</td>
<td>1978-1984</td>
</tr>
<tr>
<td></td>
<td>Typescript and ms correspondence, memos and file notes and details of criteria, nominations, winners and previous recipients.</td>
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<tr>
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<td>1 folder</td>
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</tbody>
</table>
Typescript and ms memos, file notes and rough notes and details of nominations and winners.

1 folder

**UoL/CN/6/4 Awards to University Sports Clubs and Societies.** 1999

A series of reports from the University of London Boat Club, Korfball Club, Women’s Lacrosse Club, Debating Society and Lifesaving Society.

1 report

**UoL/CN/6/5 Degree Certificates.** 1902-1915

Three degree certificates in the name of Alice Emilie Sanderson: BSc (1902), M.B.B.S. (1908) and Doctor of Medicine Branch IV - Midwifery and Diseases of Women (1915). (Previous ref CN5/1).

1 roll

**UoL/CN/6/6 Alice in Wonderland Masque Programme.** 1991 May 11

(Previous ref CN4/3).

1 envelope

**UoL/CN/6/7 University of London Air Squadron Annual Dinner Programme.** 1979 October 30

1 envelope

**UoL/CN/6/8/1 Programmes.** 1967-1988


1 folder

**UoL/CN/6/8/2 Programmes and Event Arrangements.** 1979-1983

1 folder

**UoL/CN/6/9**  Official Opening of Stewart House Programme.  1984 June 08

1 folder

**UoL/CN/6/10**  "Record of the Erection of the Jubilee Statue of Her Majesty The Queen in the University of London".  1887
A boxed album of the event. (Previous ref CN1/4/5).

1 volume

**UoL/CN/6/11**  "A Graduation Song" Music Sheet.  1926
Two copies of the music sheet with words by John Drinkwater and music by John Ireland. (Previous ref CN4/1).

1 folder

**UoL/CN/6/12/1**  Administrative Paperwork.  1984-1994
Typescript and ms correspondence, lists of attendees, memos and file notes and details of procedures for presentation ceremonies.

1 folder

**UoL/CN/6/12/2**  Programmes, Leaflets and Application Forms.  1984-1994
Programmes for the Presentation of Graduates (1984-1988), letters, application forms and promotional leaflets.

1 folder

**UoL/CN/6/13**  Convocation Meeting Posters.  c2000
Posters for Convocation guest speakers: P.D James, "Mystery and Mayhem: the Craft of Detective Fiction" and Professor John Burland, "Propping Up Pisa".

1 folder

UoL/CN/7/1/1  Sidney Luxton Loney.  c1924-1939
A black and white photograph of him as Chairman of Convocation. (Previous ref CN6/1/2).

1 folder

UoL/CN/7/1/2  Percy Dunsheath.  c1949-1961
A black and white photograph of him as Chairman of Convocation. (Previous ref CN6/1/3).

1 o/s folder

UoL/CN/7/1/3  Sir Edward Henry Busk.  undated
A print of his portrait as Chairman of Convocation. (Previous ref CN6/1/1).

1 o/s folder

UoL/CN/7/1/4  HRH Princess Anne.  undated
Three black and white photographs of Princess Anne making a speech to Convocation.

1 folder

UoL/CN/7/1/5  Convocation Members.  c1996
Three black and white and five colour photographs, with some copies, of members of Convocation (Board?).

1 folder

UoL/CN/7/1/6  P.D. James Convocation Guest Speaker.  c2000
Eleven colour photographs of P.D James meeting her audience.

1 folder

UoL/CN/7/1/7 P.D James Addressing Convocation. c2000
Twenty three colour photographs of P.D. James addressing Convocation.

1 folder

UoL/CN/7/1/8 P.D. James and Convocation Officers. c2000
Nine colour photographs of P.D. James with Convocation Officers.

1 folder

UoL/CN/7/1/9 Convocation Officers. undated
Sixteen colour photographs of Convocation Officers.

1 folder

UoL/CN/7/1/10 Convocation Officers and Presentations. undated
Eighteen colour photographs of Convocation Officers and the presentation of awards.

1 folder

UoL/CN/7/2 Convocation Newsletters. 1995-2001
Copies of the Convocation newsletter.

1 folder

UoL/CN/7/3 Peter Taylor Obituary. 1999
A copy of his obituary and order of service.

1 folder

UoL/CN/7/4 "King's College London 1829-1979". 1979
A history of the departments and faculties within the college and their various achievements.

1 volume

**UoL/CN/7/5**  
Programme for "A Commemoration of Convocation, 1858-2003".  
2003 September 22

The programme contains a colour photograph and description of the Convocation Mace.

1 envelope
UNIVERSITY COMPUTING SERVICES

Introductory Note

A Joint Committee on Computing Facilities was established at the end of 1965, in anticipation of the Flowers Report [H.M.S.O. Cmdn. 2883] in order "to advise, as and when necessary, on the disposition of computing facilities within the University" [SM 4503, 16 June 1965]. The members of the Joint Committee on Computing Facilities (JCCF) were nominated by the Academic and Collegiate Councils. The JCCF met fairly frequently in 1966-1967 (at least once a term). It was served by a sub-committee, the Technical Co-ordination Committee, the minutes of which are often appended to JCCF minutes, but are not listed separately. In 1968 (JCCF M 61) a system of committees for the "co-ordination of the operation, finance and development of the centres which participate in the University Computing Services" [SM 4930, 17 July 1968] was proposed and adopted. Thereafter the JCCF met more irregularly, functioning as a link between the Central Co-ordinating Committee (Computer Services) [see below] and the Senate.

CENTRAL CO-ORDINATING COMMITTEE (COMPUTER SERVICES)

Established 17 July 1968; first meeting 3 Oct 1968.

The CCC-CS was the de facto executive committee for University computer services from 1968 to 1987. It was originally served by three sub-committees: Users, Directors' (later Computer Services Management q.v.), and Planning [See SM 4929, 17 July 1968 and below for further details], to which a fourth, Allocation of Resources, was added in 1973. The CCC-CS was also advised by the Standing Medical Computing Committee (which was recognized as a de facto sub-committee of CCC-CS in 1982.) As the University Computing facilities grew, the need for an evaluation of overall policy was recognized, and in January 1984 a London Computing Policy Committee was formed. A Policy subcommittee, formed primarily of the chairmen of the other subcommittees met from 1985 to 1987. In 1987 the Joint Planning Committee of the Court and Senate commissioned a "Review of Academic Computing Resources and Management" (known as the McMullen Report). The report recommended, among other things, that "The federal academic computing committee structure should be radically revised with one formal Computing Policy Committee reporting directly to the Joint Planning Committee." [McMullen Report p. 1] The existing committee structure was, accordingly, dissolved at the end of the academic year in 1987.
UNIVERSITY COMPUTING SERVICES

Introductory Note (contd.)

The Users' sub-committee (first meeting 21 Nov. 1968) was established to "consider the principles governing the allocation of time on computers providing a University service" [SM 4929, 1967-68] and to consider other aspects of the services provided by the University Computing Services. It also functioned as a line of communication to and from Users and the other committees.

The Directors' sub-committee (first meeting 31 Dec. 1968) was originally comprised of the directors of the various University computer centres and the Controller of University Computing Services "to consider common operational and management problems" [SM 4929, 1967-68] and matters referred from the Users' sub-committee. The name and terms of reference were revised in 1970 to include a broader membership "to devise measures to improve and develop the scope and quality of the University Computing Services to meet current requirements" and to advise the CCC-CS on estimates of recurrent costs."[SM 4929, 1967-68]. The new committee was called the Computer Services Management sub-committee.

The Computer Services Management sub-committee was served by two standing panels, the Managers' Panel (established 25 March 1969) and the Software Management Panel (first meeting 12 May 1975).

The Planning sub-committee, established 12 March 1969, was the third of the three initial computing services sub-committees. Its main concern was "to keep under review the long-term development of the Computing Services of the University," [SM 4878, 1971-72] and planning to implement approved policy.

The Allocation of Resources sub-committee was established in 1972 (first meeting 28 Sept. 1973) as a sub-committee of the CCC-CS. Its main duties were to analyse available computer resources and to allocate these resources to users of the computer centres within the University. [See minutes of the joint meeting of the Users' and Planning sub-comm. 12 Jan 1973.]

The Standing Medical Computing Committee formed in 1972 was sponsored by the Conference of Metropolitan Deans and the British Postgraduate Medical Federation. In 1982 it was recognised that the SMCC had become "de facto a sub-committee of the CCC-CS." [Document CCC-CS C44/82/D, 20 May 1982]
The London Computing Policy Committee (first meeting, 18 Jan 1984) was formed to consider "proposals for policy in providing computing facilities throughout the University and to update this policy." [Document CCC-CS C48/84A, 16 Feb. 1984].
The collection comprises meeting papers for the Joint Committee on Computing Facilities, Central Co-ordinating Committee Computing Services, Users' Sub-Committee, Directors’ Sub-Committee, Computing Services and Management Sub-Committee, Managers Panel, Software Management Panel, Planning Sub-Committee, Allocation of Resources Committee, Standing Medical Computing Committee, London Computing Policy Committee, Policy Sub-Committee and publications by the University Computing Services.

101 folders and 2 envelopes

UoL/CP/1/1 Academic and Collegiate Councils Joint Committee on Computing Facilities. 1966
Signed minutes with supporting paperwork including reports, memos, file notes and correspondence. (Previous ref CP1).

1 folder

UoL/CP/1/2 Academic and Collegiate Councils Joint Committee on Computing Facilities. 1967
Signed minutes with supporting paperwork including reports, meeting notes, correspondence, answers to technical questions and file notes. (Previous ref CP1).

1 folder

UoL/CP/1/3 Academic and Collegiate Councils Joint Committee on Computing Facilities. 1968-1980
Signed minutes with supporting paperwork including a report on recurrent funding of the University Computer Centre.

1 folder

UoL/CP/1/4 Central Co-ordinating Committee Meeting Papers. 1968-1969
Signed minutes for meetings 1-6 with supporting paperwork including reports, memos and file notes. (Previous ref CP2/1).

1 folder

UoL/CP/1/5 Central Co-ordinating Committee Meeting Papers. 1970-1973
<table>
<thead>
<tr>
<th>UoL/CP/1/6</th>
<th>Central Co-ordinating Committee Meeting Papers.</th>
<th>1974-1977</th>
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<td>Signed minutes for meetings 19-30. (Previous ref CP2/1).</td>
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<td></td>
<td>Signed minutes and agenda for meetings 31-36 with supporting reports. (Previous ref CP2/2).</td>
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<td>Signed minutes and agenda for meetings 37-39 with supporting reports. (Previous ref CP2/2).</td>
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<td>Signed minutes and agenda for meetings 40-42 with supporting reports. (Previous ref CP2/2).</td>
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<th>UoL/CP/1/10</th>
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<th>1982</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Signed minutes and agenda for meetings 43-45 with supporting reports, a strategic plan for the development of computing services and details of the committee structure. (Previous ref CP2/3).</td>
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<td></td>
<td>Signed minutes and agenda for meetings 46-48 with supporting reports. (Previous ref CP2/3).</td>
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<th>UoL/CP/1/12</th>
<th>Central Co-ordinating Committee Meeting Papers.</th>
<th>1984</th>
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</table>
Signed minutes and agenda for meetings 49-51 including supporting reports, file notes, a communications plan, a policy for academic computing and a review of services. (Previous ref CP2/4).

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<tr>
<th>UoL/CP/1/13</th>
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<td>Signed minutes and an agenda for meeting 52 with supporting reports. (Previous ref CP2/5).</td>
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<td>Signed minutes and an agenda for meeting 53 with supporting reports. (Previous ref CP2/5).</td>
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<td></td>
<td>Signed minutes and an agenda for meeting 54 with supporting reports. (Previous ref CP2/5).</td>
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<td></td>
<td>Signed minutes and agenda for meetings 55-57 including reports, details of expenditure, correspondence, a review of computing services at the London School of Economics, a staffing plan for the computing centre at King's College and the recommendations of the Working Party on High Quality Printing. (Previous ref CP2/6).</td>
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<td></td>
<td>Signed minutes and agenda for meetings 58-59 with supporting reports and reviews.</td>
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<th>UoL/CP/1/18</th>
<th>Users' Sub-Committee Meeting Papers.</th>
<th>1968-1971</th>
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Minutes, some signed, and agenda for meetings 1-11. (Previous ref CP3/1).

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**UoL/CP/1/19 Users' Sub-Committee Meeting Papers.** 1972
Minutes, some signed, and agenda for meetings 12-14 (Previous ref CP3/1).

1 folder

**UoL/CP/1/20 Users' Sub-Committee Meeting Papers.** 1973-1974
Signed minutes and agenda for meetings 16-21 with supporting reports. (Previous ref CP3/1).

1 folder

**UoL/CP/1/21 Users' Sub-Committee Meeting Papers.** 1975-1976
Signed minutes and agenda for meetings 22-30 with supporting reports. (Previous ref CP3/1).

1 folder

**UoL/CP/1/22 Users' Sub-Committee Meeting Papers.** 1977-1979
Signed minutes and agenda for meetings 31-42 including reports and details of committee membership. (Previous ref CP3/2).

1 folder

**UoL/CP/1/23 Users' Sub-Committee Meeting Papers.** 1980-1981
Signed minutes and agenda for meetings 43-50 with supporting reports. (Previous ref CP3/2).

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**UoL/CP/1/24 Users' Sub-Committee Meeting Papers.** 1982
Signed minutes and agenda for meetings 51-53 with supporting reports. (Previous ref CP3/3).

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**UoL/CP/1/25 Users' Sub-Committee Meeting Papers.** 1983
Signed minutes and agenda for meetings 54-57 with supporting reports. (Previous ref CP3/3).

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**UoL/CP/1/26 Users' Sub-Committee Meeting Papers.** 1984
Signed minutes and agenda for meetings 58-61 with supporting reports. (Previous ref CP3/3).

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**UoL/CP/1/27 Users' Sub-Committee Meeting Papers.** 1985
Signed minutes and agenda for meetings 62-65 with supporting reports. (Previous ref CP3/4).

1 folder

**UoL/CP/1/28 Users' Sub-Committee Meeting Papers.** 1986-1987
Signed minutes and agenda for meetings 66-68 with supporting reports, a list of Committee members and details of Data Protection Officers for the colleges and schools of the University of London and for other Universities. (Previous ref CP3/4).

1 folder

**UoL/CP/1/29 Directors' Sub-Committee Meeting Papers.** 1968-1970
Signed minutes and agenda and supporting paperwork including details of charges for services and computer staff salaries, memos and terms of reference for a working party. (Previous ref CP4/1).

1 folder

**UoL/CP/1/30 Computing Services Management Sub-Committee Meeting Papers.** 1970-1972
Signed minutes for meetings 1-15 and including minutes for a joint meeting with the Users' Sub-Committee (6 November 1972). (Previous ref CP5/1).

1 folder

**UoL/CP/1/31 Computing Services Management Sub-Committee Meeting Papers.** 1973-1975
Signed minutes for meetings 16-35 and including minutes for a joint meeting with the Users' Sub-Committee (12 January 1973). (Previous ref CP5/1).

1 folder

**UoL/CP/1/32**  
Computing Services Management Sub-Committee Meeting Papers.  
Signed minutes and agenda for meetings 36-49 and including details of estimates for computer operating costs and expenditure and job descriptions for academically related computer staff. (Previous ref CP5/1).

1 folder

**UoL/CP/1/33**  
Computing Services Management Sub-Committee Meeting Papers.  
Signed minutes and agenda for meetings 50-58 and including reports, details of charges for services and materials and estimates for computer operating costs. Also included are minutes for meetings of the University Computing Services Managers Panel, the Software Panel and the Inter-University Committee on Computing Standing Committee. (Previous ref CP5/2).

1 folder

**UoL/CP/1/34**  
Computing Services Management Sub-Committee Meeting Papers.  
Signed minutes and agenda for meetings 59-65 and including reports and details of generalised job and grade descriptions and computer operating grants. (Previous ref CP5/2).

1 folder

**UoL/CP/1/35**  
Computing Services Management Sub-Committee Meeting Papers.  
Signed minutes and agenda for meetings 66-72 with supporting reports. (Previous ref CP5/2).

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**UoL/CP/1/36**  
Computing Services Management Sub-Committee Meeting Papers.
Signed minutes and agenda for meetings 73-75 with supporting reports. (Previous ref CP5/3).

1 folder

**UoL/CP/1/37**  
**Computing Services Management Sub-Committee Meeting Papers.**  
Minutes and agenda for meetings 76-77 with supporting reports and details of Data Protection Officers for the schools and colleges of the University of London and for other Universities. (Previous ref CP5/3).

1 folder

**UoL/CP/1/38**  
**Managers' Panel Meeting Papers.**  
Signed minutes and supporting paperwork including reports, file notes, details of charges, a synopsis for a computer guide, a descriptive index of computer programs and notes for computer representatives. (Previous ref CP6/1).

1 folder

**UoL/CP/1/39**  
**Managers' Panel Meeting Papers.**  
Signed minutes with supporting reports. (Previous ref CP6/1).

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**UoL/CP/1/40**  
**Managers' Panel Meeting Papers.**  
Signed minutes. (Previous ref CP6/1).

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**UoL/CP/1/41**  
**Managers' Panel Meeting Papers.**  
Signed minutes and agenda with supporting paperwork including reports, correspondence, details of meetings and Trade Union claims regarding increased shift allowances for computer operators. (Previous ref CP6/1).

1 folder

**UoL/CP/1/42**  
**Managers' Panel Meeting Papers.**  

1980-1981
Signed minutes and agenda and supporting paperwork including correspondence, details of salaries and shift allowances and of computer posts in the schools and colleges of the University of London. (Previous ref CP6/1-CP6/2).

1 folder

UoL/CP/1/43 Managers' Panel Meeting Papers. 1982
Signed minutes and agenda and supporting paperwork including correspondence, a job description for a Telecommunications Assistant, details of the proposed Data Protection Act and a discussion paper on the management of campus networks. (Previous ref CP6/2).

1 folder

UoL/CP/1/44 Managers' Panel Meeting Papers. 1983-1984
Signed minutes and agenda with supporting paperwork including correspondence, a copy of a circular regarding shift leaders, discussion papers on electronic mail and salaries for senior computer staff and details for changing the committee structure of Computing Services. (Previous ref CP6/2).

1 folder

UoL/CP/1/45 Managers' Panel Meeting Papers. 1985
Signed minutes and agenda and supporting paperwork including correspondence, requirements for computer staffing levels in medical schools and institutes, a review of purchase agreements on consumables, names of Panel members, guidance notes on Data Protection and an "Introduction to Networking". (Previous ref CP6/2).

1 folder

UoL/CP/1/46 Managers' Panel Meeting Papers. 1986
Minutes and agenda with supporting reports. (Previous ref CP6/2).

1 folder

UoL/CP/1/47 Software Management Panel. 1975-1978
Minutes, some signed, for meetings 1-21. (Previous ref CP7/1).

1 folder

UoL/CP/1/48 Software Management Panel. 1979-1980
Signed minutes and agenda for meetings 22-36 with supporting reports, a copy of “The London Editor” and a list of Panel members. (Previous ref CP7/1).

1 folder

UoL/CP/1/49 Software Panel Meeting Papers. 1981-1983
Minutes and agenda for meetings 37-43 with supporting paperwork including terms of reference for the Panel, correspondence, a review of the policy for the Computer Board for Universities and Research Councils, details of the availability and purchase of micro software and a list of Panel members. (Previous ref CP7/1).

1 folder

UoL/CP/1/50 Software Management Panel Meeting Papers. 1985
Minutes and agenda for meetings 50-52 with supporting reports. (Previous ref CP7/2).

1 folder

UoL/CP/1/51 Software Management Panel Meeting Papers. 1986
Minutes and agenda for meetings 1-2 (meetings have been re-numbered from 1) with supporting correspondence, reports and Panel membership details. (Previous ref CP7/2).

1 folder

UoL/CP/1/52 Planning Sub-Committee Meeting Papers. 1969 April-1969 July
Signed minutes with supporting paperwork including reports, financial information and details of computer requirements for the schools and colleges of the University of London. (Previous ref CP8/1).

1 folder

UoL/CP/1/53 Planning Sub-Committee Meeting Papers. 1969 September-
Signed minutes with supporting paperwork including correspondence, memos, proposals for Birkbeck College and Queen Mary College and notes on the reduction of annual running costs. (Previous ref CP8/1).

1 folder

UoL/CP/1/54 Planning Sub-Committee Meeting Papers. 1970
Signed minutes. (Previous ref CP8/1).

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UoL/CP/1/55 Planning Sub-Committee Meeting Papers. 1971
Signed minutes. (Previous ref CP8/2).

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UoL/CP/1/56 Planning Sub-Committee Meeting Papers. 1972
Signed minutes. (Previous ref CP8/2).

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UoL/CP/1/57 Planning Sub-Committee Meeting Papers. 1973
Signed minutes. (Previous ref CP8/2).

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UoL/CP/1/58 Planning Sub-Committee Meeting Papers. 1974-1975
Signed minutes. (Previous ref CP8/3).

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UoL/CP/1/59 Planning Sub-Committee Meeting Papers. 1976-1978
Signed minutes. (Previous ref CP8/3).

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<td>Signed minutes and agenda with supporting correspondence, reports and copies of the second and third drafts of &quot;Queen Elizabeth College: Operational requirement for computing services&quot;. (Previous ref CP8/5).</td>
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<td>Signed minutes and agenda with reports including details of operational requirements from colleges and schools of the University of London. (Previous ref CP8/5).</td>
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<td>Signed minutes and agenda with supporting paperwork including correspondence, reports and a summary of bids against funds. (Previous ref CP8/6).</td>
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<td>Signed minutes and agenda with supporting paperwork including financial information, reports, statements, correspondence and details of computer requirements for The British Institute in Paris. (Previous ref CP8/7).</td>
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Signed minutes and agenda and other paperwork including reports, correspondence, a five year campus communications plan and a copy of the "Report of a Working Party on Computer facilities for teaching in universities" (December 1983). (Previous ref CP8/8).

1 folder

**UoL/CP/1/72 Planning Sub-Committee Meeting Papers.**

Signed minutes and agenda and supporting paperwork including reports, a policy for academic computing, a draft of operational requirements for the replacement of equipment in medical schools and financial information. (Previous ref CP8/8).

1 folder

**UoL/CP/1/73 Planning Sub-Committee Meeting Papers.**

Signed minutes and agenda with supporting reports, correspondence and financial information. (Previous ref CP8/9).

1 folder

**UoL/CP/1/74 Planning Sub-Committee Meeting Papers.**

Signed minutes and an agenda with supporting paperwork including reports, correspondence, details of the role of university computing centres and proposals for expenditure. (Previous ref CP8/9).

1 folder

**UoL/CP/1/75 Planning Sub-Committee Meeting Papers.**

Signed minutes and agenda with supporting reports, details of computer equipment and a mid-term review by the University Computer Centre. (Previous ref CP8/10).

1 folder

**UoL/CP/1/76 Planning Sub-Committee Meeting Papers.**

1984 May

1984 June - November

1985 January - 1985 April

1985 June

1985 October - November

1986 April
Signed minutes and an agenda with supporting paperwork including a capital expenditure plan, details of minor facilities grant allocations and operational requirements for upgrades to support the processor at ULCC. (Previous ref CP8/11).

1 folder

UoL/CP/1/77  Planning Sub-Committee Meeting Papers.  1986 June-1986 November

Signed minutes and agenda with supporting paperwork including reports on expenditure and equipment, details of URICA Library Information Systems, recommendations of the Working Party on High Quality Printing and a computing strategy. (Previous ref CP8/11).

1 folder

UoL/CP/1/78  Planning Sub-Committee Meeting Papers.  1987

Signed minutes and agenda with supporting reports and correspondence. (Previous ref CP8/12).

1 folder

UoL/CP/1/79  Allocation of Resources Committee Meeting Papers.  1973-1976

Minutes, some signed. (Previous ref CP9/1).

1 folder

UoL/CP/1/80  Allocation of Resources Committee Meeting Papers.  1977-1980

Signed minutes, agenda, reports, items for discussion and correspondence. (Previous ref CP9/1 & CP9/2).

1 folder

UoL/CP/1/81  Allocation of Resources Committee Meeting Papers.  1981

Signed minutes and agenda with supporting paperwork including reports, correspondence, statistics, details of equipment allocation and a discussion document looking at accounting and control of computer resources. (Previous ref CP9/2).

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<td>Allocation of Resources Committee Meeting Papers.</td>
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<td>Minutes and agenda with supporting paperwork including reports, statistics,</td>
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<td>reports and details of the allocation of resources and registered users.</td>
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<td>UoL/CP/1/88</td>
<td>Standing Medical Computing Committee Meeting Papers.</td>
<td>1975-1977</td>
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</table>
Signed minutes, (Previous ref CP10/1).

1 folder

UoL/CP/1/89 Standing Medical Computing Committee Meeting Papers. 1978-1979
Signed minutes. (Previous ref CP10/1).

1 folder

UoL/CP/1/90 Standing Medical Computing Committee Meeting Papers. 1980
Signed minutes and agenda with supporting correspondence and reports. (Previous ref CP10/2).

1 folder

UoL/CP/1/91 Standing Medical Computing Committee Meeting Papers. 1981
Signed minutes and agenda with supporting paperwork including reports, correspondence, details of digital imaging, meeting notes by the Workstation Working Party, a proposal for the collaborative development of medical educational software and funding applications. (Previous ref CP10/2).

1 folder

UoL/CP/1/92 Standing Medical Computing Committee Meeting Papers. 1982
Signed minutes and agenda with supporting paperwork including reports, terms of reference for the Committee, correspondence, a note of the final meeting of the Workstation Working Party, details of a workshop on teaching medical students about computers and a membership list. (Previous ref CP10/2).

1 folder

UoL/CP/1/93 Standing Medical Computing Committee Meeting Papers. 1983
January-October
Signed minutes and agenda with supporting reports, a data protection discussion document, details of a survey of interactive statistical packages in British universities and polytechnics and a membership list. (Previous ref CP10/3).
<table>
<thead>
<tr>
<th>UoL/CP/1/94</th>
<th>Standing Medical Computing Committee Meeting Papers.</th>
<th>1983 December</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Signed minutes and an agenda with supporting paperwork including reports, details of staff and student numbers, financial information, correspondence, minutes of meetings of the Working Party on the 10 Year Plan and a membership list. (Previous ref CP10/3).</td>
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<td>1 folder</td>
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<th>UoL/CP/1/95</th>
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<th>1984 January-1984 June</th>
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<table>
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<th>Standing Medical Computing Committee Meeting Papers.</th>
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<th>Standing Medical Computing Committee Meeting Papers.</th>
<th>1985</th>
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<tbody>
<tr>
<td></td>
<td>Signed minutes and agenda with supporting paperwork including reports, correspondence, guidance notes on the registration of personal data, details of staffing in medical schools and institutes and user requirements for computing facilities at ULCC. (Previous ref CP10/4).</td>
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<th>UoL/CP/1/98</th>
<th>Standing Medical Computing Committee Meeting Papers.</th>
<th>1986</th>
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<tr>
<td></td>
<td>Signed minutes and agenda with supporting reports and details of staffing in medical schools and institutes. (Previous ref CP10/5).</td>
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<td>1 folder</td>
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</tbody>
</table>
UoL/CP/1/99 Standing Medical Computing Committee Meeting Papers. 1987
Signed minutes and agenda, reports and membership lists. (Previous ref CP10/5).
1 folder

UoL/CP/1/100 London Computing Policy Committee Meeting Papers. 1984
Agenda, reports, terms of reference and membership details. (Previous ref CP11).
1 folder

UoL/CP/1/101 Policy Sub-Committee Meeting Papers. 1985
Meeting reports, agenda, other supporting reports and statistics. (Previous ref CP12).
1 folder

UoL/CP/2/1 "A Guide to the University Computing Services". 1977-1987
1 envelope

UoL/CP/2/2 "University Computing Services Committee Membership". 1986-1987
1 envelope
IDENTITY STATEMENT
Reference: UoL/CR
Title: University of London Central Registry
Dates: 1860-1966
Level: sub-fonds
Extent and Medium: 4 volumes, 1 folder and 1 card index
Name of Creator: University of London, Central Registry

CONTEXT
Biographical/Administrative History: The registers of deaths and changes of names of graduates was probably administered by the Registrar's Office and then after it was dissolved in 1901, by the Central File. After World War Two the Central File was renamed the Central Registry. Sometime during the mid-1980s the Central Registry ceased operations.

CONTENT
Scope and Content: Registers containing details of marriages, deaths and change of names for graduates and a card index that is CLOSED and for staff use only.

ACCESS AND USE
Language of Scripts: English
System of Arrangement: UoL/CR/1-6
Conditions of Access: Open except for records restricted under the Data Protection Act or the Freedom of Information Act. Please contact the University Archivist for details. 24 hours notice is required for research visits.

Conditions of Reproduction: Copies may be made, subject to the condition of the original. Copying must be undertaken by the Special Collections Reading Room staff, who will need a minimum of 24 hours to process requests.
UoL/CR/1  Register of Deaths.  1860
An alphabetical volume containing graduates names and type of degree and the authority for the information. (Previous ref CR1/1).
1 volume

UoL/CR/2  Register of Deaths.  c1909-c1913
An alphabetical volume containing graduates names and type of degree and the authority for the information. (Previous ref CR1/2).
1 volume

UoL/CR/3  Register of Marriages, Change of Name and Deaths.  c1900-c1940
An alphabetical volume containing graduates names, dates and type of degree and the authority for the information. (Previous ref CR1/3).
1 volume

UoL/CR/4  Register of Marriages and Deaths.  c1925-c1965
An alphabetical volume containing graduates names and type of degree and the authority for the information. (Previous ref CR1/4).
1 volume

UoL/CR/5  Register of Marriages.  c1945-c1966
A loose page register containing graduates names, dates, place of marriage and type of degree. (Previous ref CR1/5).
1 folder

UoL/CR/6  Card Index.  c1910-c1937
This card index is CLOSED and for staff use only. (Previous ref CR2).
1 card index
UoL/CS/1  Committees and sub-Committees.  1992 September-1993 August

A contents list and details of committees and sub-committees of the University of London. (Part 1/4). (Previous ref CS1/1).

1 envelope
At the request of the Senate on 27 May 1992 a full list of University Committees was drawn up by the Central Secretariat.

UoL/CS/2  Committees and sub-Committees.  1992 September-1993 August

Details of committees and sub-committees of the University of London. (Part 2/4). (Previous ref CS1/1).

1 envelope

UoL/CS/3  Committees and sub-Committees.  1992 September-1993 August

Details of committees and sub-committees of the University of London. (Part 3/4). (Previous ref CS1/1).

1 envelope

UoL/CS/4  Committees and sub-Committees.  1992 September-1993 August

Details of committees and sub-committees of the University of London. (Part 4/4). (Previous ref CS1/1).

1 envelope

UoL/CS/5  Committees and sub-Committees.  1993 September-1994 August

Details of committees and sub-committees of the University of London. (Previous ref CS1/2).

1 binder
Summary List of Classes

CT 1 Court Meetings

- Minutes
- Unsigned minutes and special appendices
- Special Appendices
- Seal registers

CT 2 Committees

- Committee on Accommodation and Equipment

CT 3 Building and Equipment

- Specifications for the Senate House Building
- Contracts for the Bloomsbury Site
- Ceiling of 2 Gower Street
- Photographs of the Bloomsbury Site
- Papers re New Buildings on the Bloomsbury site booklet

CT 4 Benefactions

- Design for the University Mace

CT 5 Russell Square Garden Commissioners

- Minutes
- Newspapers containing advertisements
- Clerk's correspondence
- Papers of Richard B Pilcher
- Papers re presentation to Pilcher
- Register of outside subscribers
- Inventory
- Insurance policies
- Rate book
- Papers re rate arrears
- Cash books and papers re accounts

CT 6 Finance and Statistics

- Applications for grants and memoranda on work and financial position
- Memoranda from schools
- Memorandum on post-war problems and finance
- Preliminary estimates
- Memoranda on development policy, with estimates
Summary List of Classes (contd)

CT 7 Functions and Ceremonies

Laying of the foundation stone
Centenary

CT 7/1
CT 7/2

CT 8 Estates

Miscellaneous: deeds etc transferred by the
University's solicitors

CT 8/1-13

CT 9 Committee on Academic Organisation

Minutes and agenda
Papers
Discussion Documents and related papers

CT 9/1
CT 9/2-5
CT 9/6-12
COURT

COURT MEETINGS

Minutes and, to 1937, special appendices.
1929–65 indexed.
(For special appendices from 1937 see CT 1/2 and CT 1/3)

1. 1929/30  26. 1954/55  61. 1939/40
2. 1930/31 (unsigned)  27. 1955/56  62. 1940/41
3. 1931/32  28. 1956/57  63. 1941/42
4. 1932/33  29. 1957/58  64. 1942/43
5. 1933/34  30. 1958/59
6. 1934/35  31. 1959/60
7. 1935/36  32. 1960/61
8. 1936/37  33. 1961/62
9. 1937/38  34. 1962/63
10. 1938/39  35. 1963/64
11. 1939/40  36. 1964/65
12. 1940/41  37. 1965/66
13. 1941/42  38. 1966/67
14. 1942/43  39. 1967/68
15. 1943/44  40. 1968/69
16. 1944/45  41. 1969/70
17. 1945/46  42. 1970/71
18. 1946/47  43. 1971/72
19. 1947/48  44. 1972/73
20. 1948/49  45. 1973/74
21. 1949/50  46. 1974/75
22. 1950/51  47. 1975/76
23. 1951/52  48. 1976/77
24. 1952/53  49. 1977/78
25. 1953/54  50. 1978/79
51. 1979/80
52. 1980/81
53. 1981/82
54. 1982/83
55. 1983/84
56. 1984/85
57. 1985/86
58. 1986/87
59. 1987/88
60. 1988/89

65 volumes.

Unsigned minutes and special appendices. 1937-49.
(For minutes to 1937 and from 1951 see CT 1/1; for special appendices to 1937 see CT 1/1; for special appendices from 1949 see CT 1/3)

1. 1937/38  7. 1943/44
2. 1938/39  8. 1944/45
3. 1939/40  9. 1945/46
4. 1940/41  10. 1946/47
5. 1941/42  11. 1947/48
6. 1942/43  12. 1948/49

12 volumes

CT 1/2A/1-8
1. 1929/30 (wanting*)  6. 1934/35
2. 1930/31 (wanting)  7. 1935/36
3. 1931/32
4. 1932/33
5. 1933/34

* Order copy from Library Depository
† No copy at Depository
CT 1

COURT MEETINGS

Special appendices to Court minutes. 1949-77

(For special appendices to 1949 see CT 1/1
and CT 1/2)

<table>
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32. 1977/78 Part I 72 2/1
33. 1977/78 Part II 72 2/1
34. 1978/79
35. 1979/80 Part I 71 2/1
36. 1979/80 Part II
37. 1980/81 Part I
38. 1980/81 Part II
39. 1981/82 Part I
40. 1981/82 Part II
41. 1981/82 Part III
42. 1982/83 Docs 1-49
43. 1982/83 Docs 50-81
44. 1983/84 Docs 1-27
45. 1983/84 Docs 28-68
46. 1984/85 Docs 1-39 2/2
47. 1984/85 Docs 40-84
48. 1985/86 Part I
49. 1985/86 Part II
50. 1986/87 Part I
51. 1986/87 Part II
52. 1987/88 Part I
53. 1987/88 Part II
54. 1988/89 Part I
55. 1988/89 Part II
56. 1989/90 Part I
57. 1989/90 Part II
58. 1990/91 Part I
59. 1990/91 Part II
60. 1991/92
61. 1992/93
62. 1993/94
CT 2/1 Committee on Accommodation and Equipment. Minutes. 1936-37 1 volume

CT 2/2/1 Committee on Estimators and Financial Position Minutes (signed) 1931 1 bundle

CT 2/2/1 International Hall of Residence Working Party Minutes (signed) 1957-1958 1 bundle.

CT 2/4/1 Companies Committee Minutes (signed) 1975.

CT 2/5/1 Bloomsbury Development Committee Minutes (signed) 1932-1944

CT 2/6/2 Allocation and Grants Committee Minutes (signed) 1975

CT 2/7/1 Sites & Buildings Committee Minutes (signed) 1952-1962

CT 2/8/1 Investments Committee of the Court Minutes (signed) 1929-1944

CT 2/9/1 Expenditure on Central Activities Committee Minutes (signed) 1931-1932

CT 2/10/1 Committee on Selection of Architects Minutes (signed) 1956 1 bundle

CT 2/11/1 University Hall Committee Minutes (signed) 1956 1 bundle

CT 2/6/4 Allocation of Grants Committee Minutes (signed) 1929-1969
COURT

COURT MEETINGS

Seal registers 1967-89

1. 1967-70
2. 1970-75
3. 1975-89

3 volumes

Note: for earlier registers see ST 2/6; the Senate and the Court kept a joint record of their use of the University seal until 1967
CT 3/1/1-6 Specifications (i.e. conditions of tender) for the Senate House Building. 1935-6.

1. Electric mains, lighting and power installations, etc. May 1935.

2. Direct electric heating installation and electric water services, etc. July 1935

3. Main switchgear and cabling, etc. December 1935

4. Supply of electric water heaters. January 1936

5. Air conditioning, ventilation and air extraction installations, etc. January 1936

6. Emergency battery, control panel, motor generator sets, etc. February 1936

6 booklets

CT 3/2/1-5 Contracts for the Bloomsbury site. 1933-7

1. (No. 1) Excavation of retaining walls, piking and pile capping for the administration block.

2. (No. 2A section 1) Foundations and superstructure of the power house. May 1935

3. (No. 2A section 3) Foundations and superstructure of the tower. April 1935

4. (No. 2A section 4) Foundations and superstructure of the Institute of Education, School of Slavonic Studies, and Institute of Historical Research, etc. June 1935

5. Goods receiving depot and engineer's residence; with plan and elevation inserted at front. July 1937

5 volumes
CT 3/3/1-3  Painted ceiling removed from the front first floor room of 2 Gower Street.
Ceiling painted by Rhoda and Agnes Garrett c.1880; removed in sections and restored 1973-5

2 boxes (1-2)
and 1 portfolio (3)

CT 3/3/4  Conservation reports and other papers relating to the ceilings of 2 Gower Street, including plans showing original locations of sections. 1972-80.

1 envelope

CT 3/4/1-2  Photographs of the Bloomsbury site. 1932-7. These photographs, taken from various points near or overlooking the Bloomsbury site, show the progress of building work; they are dated and were mostly taken at fortnightly intervals.

1. 1932-5
2. 1936-7

2 volumes

CT 3/5  Correspondence and other papers relating to the distribution of and publicity for the booklet New Buildings on the Bloomsbury Site; with copy of the booklet. 1932.

CT 3/6  Papers of the Chairman of the Court relating to the Bloomsbury development comprising minutes (unsigned) and agenda of the Bloomsbury Site committee, 1929-30; reports and memoranda, 1929-31 and 1938; and plans of the site, c. 1930.

1 envelope

CT 3/7  Album containing photographs of the Senate House site taken from the London School of Hygiene and Tropical Medicine at roughly quarterly intervals between April 1934 and September 1936.

1 envelope

CT 3/8  Reproduction of etching of Senate House showing proposed University Hall. 1938

1 folder
CT 3/9/1-3  16mm silent film, commissioned by the University and made by John A. Currie, of the construction of the Senate House; with original containers (reels, boxes) and 'exhibition copy' of first half of film. 1932 - c. 1937:

1. Film
2. Original containers
3. Exhibition copy

[see overleaf]

2 reels (1,3) and 1 box (2)

Note: This film was discovered in the Senate House in 1985. It was in eleven separate sections and had never been finally edited. These sections were joined together in 1986 and now comprise CT 3/9/1. A video programme, using the film and other sources and entitled 'The Building of the Senate House', was made by the Audio-Visual Centre in collaboration with the University Library in 1986.

CT 3/10  Correspondence and other papers relating to the erection of a plaque in February 1987 to commemorate T.S. Eliot's connection with 24 Russell Square, to the unveiling ceremony, and to readings of his poetry given in the Senate House to mark the occasion. 1979-80 and 1985-7.

1 envelope
UoL/CT/3/9  Films of building of Senate House  1932-c1937
Uncut and edited versions of the film of the construction of Senate House
2 reels, 2 videotapes, 2 DVDs

UoL/CT/3/9/1i-ii  Film of building of Senate House  1932-c1937
Uncut original film
2 copies of the same item

UoL/CT/3/9/3  Film of building of Senate House (exhibition copy)  1932-c1937
Exhibition copy of film
1 reel of film

UoL/CT/3/9/4i-ii  DVD copies of film of building of Senate House  1932-c1937
DVD copies of unedited copy of film
2 copies of DVDs

UoL/CT/3/9/5  "The building of Senate House"  1986, 2008
1 video, 1 CD

UoL/CT/3/9/6  Film "The Building of Senate House"  1986
Film made in 1986 using an edited version of John A Currie's film of the building of Senate House. Includes commentary by Simon Bailey, archivist; video also includes version of Inspector Poirot in Senate House
1 video
CT 4

BENEFACIONS

CT 4/1
Water colour design for a University mace by Alwyn Carr of Ramsden and Carr. 1901. This design was bequeathed to the University by Alwyn Carr in 1940.

1 sheet

CT 4/2
Memorandum of the gift to the University, for the use of the Courtauld Institute, of the Witt Library of photographs and reproductions of pictures and drawings of Western art. With mounted photographs, similar to those used in the Library by Sir Robert Witt to the Principal as a symbol of the gift. 1944.

1 envelope

CT 4/3/1-3
Memorandum of the transfer of the Warburg Library to the University. With copy of A. Warburg, Gesammelte Schriften (1922), handed to the Principal as a symbol of the transfer. 1944.

1. Memorandum
2. Gesammelte Schriften vol. 1
3. Gesammelte Schriften vol. 2

1 envelope (1)
and 2 volumes (2-3)
INTRODUCTORY NOTE

By an Act of Parliament of 1800 a Commission, consisting of the occupiers of the houses in Russell Square, was established to control the upkeep and use of the Square garden. It was empowered to levy a rate for this purpose. The occupiers had the exclusive right of using the garden although in later years, at least, others could use it by permission of the Commissioners on payment of a subscription (see CT 5/6 and CT 5/9).

In 1941 the Commissioners entered into negotiations with Holborn Borough Council for the transfer of the garden to the Council who were to take responsibility for its maintenance and open it to the public. The Acting Clerk of the Court was instructed by the Court in November 1941 to attend meetings of the Commissioners in order to protect the University's interests. The garden was transferred to the Council in 1943 on a seven year lease which was renewed for a further fifty years in 1950.

It is not known how these records came into the possession of the University. They appear to have been passed to the new chairman by Richard B Pilcher on his retirement as chairman of the Commissioners in 1943 but there is no evidence of their later history. It is believed that they came to the University Library between 1950 and 1960.
Minutes of meetings of the Commissioners and of their sub-committee. 1942-3.

1 volume

Copies of the Holborn and Finsbury Guardian and the St. Pancras Chronicle containing notices of the Commissioners' intention to hand over responsibility for the garden to Holborn Borough Council. 1943.

1 envelope

Clerk's correspondence and other papers. 1939-44.
1. 1939
2. 1939-41
3. 1941-3
4. 1943-4

4 envelopes

Correspondence and other papers of Richard B Pilcher relating to the garden. 1921-44
1. 1921-31
2. 1931-6
3. 1937-41
4. 1941
5. 1941-2
6. 1942-4

6 envelopes

Note: Richard B Pilcher was a Commissioner from at least 1921 until 1943 and Chairman of the Commissioners when the garden was handed over to Holborn Borough Council in 1943.

Correspondence and other papers relating to a presentation made to Richard B Pilcher in recognition of his services to the Commissioners. 1943.

1 envelope

Register, arranged alphabetically, of 'outside subscribers'. (i.e. persons not resident in Russell Square who paid for the use of the garden). Undated. (c. 1940).

1 envelope
CT 5/7 Inventory and valuation of garden tools and equipment. 1943.

CT 5/8 Insurance policies for public liability, 1941-2, and employers liability, 1942.

CT 5/9 Rate book, 1937-41, with register of subscriptions received and keys sold, 1938-9.

CT 5/10 Correspondence and other papers of the Commissioners' solicitors relating to the collection of rate arrears. 1941-2.


CT 5/12 Petty cash book. 1941-3.

CT 5/13 Petty cash vouchers. 1940

CT 5/14 Bank statements. 1940-3

CT 5/15 Returned (i.e cleared) cheques. 1940-3

CT 5/16 Cheque book counterfoils. 1939-41

CT 5/17 Bank paying-in book counterfoils. 1940-3
Applications for quinquennial and other grants and memoranda on the work and financial position of the University, sent to the University Grants Committee and the London County Council. 1930-43

Memoranda from schools concerning quinquennial grants. 1934, with revisions 1936.

Memorandum on post-war problems and finance sent to the University Grants Committee; with annotations by the Clerk of the Court, 1944.

Preliminary estimates submitted to the University Grants Committee for the quinquennium 1947-52. 1946.


1. 1947 for the quinquennium 1947-52
2. 1951 for the quinquennium 1952-7
3. 1956 for the quinquennium 1957-62
4. 1961 for the quinquennium 1962-7
5. 1966 for the quinquennium 1967-72

Volume containing memorandum to the University Grants Committee of recurrent needs of medical and dental schools for 1948-9, with estimates of schools; estimates of recurrent needs of Wye College for 1948-9; and estimates of recurrent needs in social sciences and East European studies, and Oriental and African Studies, for 1948-52.
Functions and ceremonies have not usually been arranged by the Court Department. They were generally organised by the Establishment Secretary in the Finance and General Purposes Department until 1937 when, on the creation of the Maintenance Department, they became the responsibility of the Maintenance Officer. (In 1967 the Maintenance Department became the Services Department and its chief officer was given the title of Controller of Services, which was subsequently changed to Secretary for Services).

The Establishment Secretary was involved in the arrangement for the laying of the foundation stone in 1933 but, because of the Court Department's close involvement with every aspect of the Bloomsbury development, it was appropriate that the Court staff should, together with the Principal, do most of the work. The same staff, no doubt because of the experience they had gained in 1933, were given the task of organising the centenary celebrations three years later. Surviving papers of the Establishment Secretary relating to these two occasions are contained in the records of Central File and of the Finance and General Purposes Committee.
Papers relating to the arrangements for the ceremony and celebrations of laying the foundation stone of the Bloomsbury buildings, 1933.

1. Correspondence concerning the choice of universities and other learned institutions to be invited to send representatives.

2. Correspondence with Professor Harold Butler, the Public Orator, concerning the form of Latin address to be used as an invitation to the ceremony; with copies of the invitation.

3. Correspondence with the Lord Chamberlain's Office, the Crown Equerry, and others concerning the attendance of King George V at the ceremony.

4. Correspondence with the Chancellor, the Archbishop of Canterbury, the Home Office, and the Borough of Holborn.

5. Correspondence with the Police, the Automobile Association, and the Borough of Holborn concerning traffic regulations and road closing.

6. Correspondence with the Chairman of London County Council concerning the reception held at County Hall.

7. Correspondence with Miss E Jeffries Davis concerning her contribution to the booklet The Bloomsbury Site, published for the ceremony; with copy of the booklet.

8. Correspondence concerning the Royal standard; the mallet, spirit level, and mason's hawk to be used; and the casket to be placed beneath the foundation stone.

9. Correspondence with press photographers and agencies.

10. Invitations to Harold Claughton, Clerk of the Court, to attend the ceremony, the dinner at Grosvenor House, and the reception at County Hall.

11. Lists of universities and other learned institutions invited to send representatives with names of those sent and notes of functions attended etc.

12. Draft and working copies of the order of proceedings of the ceremony, timetables, instructions for processions etc.
Papers relating to the arrangements for the ceremony and celebrations of laying the foundation stone of the Bloomsbury buildings. 1933. (contd...)

13. Scrapbook containing pasted-in copies of printed and duplicated documents produced for the ceremony, e.g. invitations, admission cards, circulars, menu and seating plan, notices and announcements, lists of delegates.

14. Scrapbook containing pasted-in photographs of the ceremony and, at front, one photograph of the dinner given at Grosvenor House.

15. Loose photographs of the guard of honour mounted by the O.T.C., the Chancellor reading the address to King George V, the inscription on the foundation stone, the casket, and the trowel.

16. Unofficial programme of the ceremony sold outside the site.

17. Lay-out plan of the site and key plan of the Bloomsbury area showing access. By Adams, Holden and Pearson.


19. Seating plans for the ceremony.

20. Letters of congratulation to the University on the success of the ceremony, with copy replies.

21. Copy letters of thanks to institutions and individuals who had helped the University with the arrangements for the ceremony, with replies.

22. Lists of universities and other learned institutions which had sent congratulatory addresses, with copies and, in a few cases, originals of the addresses received. See also VP 7/2.

23. Copies of letters sent by the Vice-Chancellor to universities and other learned institutions thanking them for having sent a delegate, an address, or good wishes.

24. Text of a projected commemorative volume recording the ceremony and associated events. This volume does not appear to have been published. (It is possible that the copies of addresses in CT 7/1/22 were prepared with a view to publication in this volume).
Papers relating to the arrangements for the ceremony and celebrations of laying the foundation stone of the Bloomsbury buildings. 1933. (contd...)

25. Copy of the London University Gazette, 26 July 1933, describing the ceremony and associated events.


24 envelopes (1-12, 15-26) and 2 volumes (13-14)
Papers relating to the arrangements for the celebration of the centenary of the University 1936.

1. Copies of letters of invitation from the Vice-Chancellor and Latin address sent to prospective delegates.

2. Lists of delegates.

3. Invitation cards, orders of proceedings, menus, and other papers relating to particular functions.

4. Circulars, programmes of events and other notices.

5. Working papers chiefly relating to the activities of each delegate, noting functions attended etc.


7 envelopes (1-7) and 1 volume (8)

For congratulatory addresses sent to the University on the occasion of the centenary see VP 7/3.
The documents listed below (CT 8/1-13) were transferred to the University by its solicitors, Field Roscoe and Co, in 1986. The connection of the documents with the University is not always clear although CT 8/1 and CT 8/3-4 appear to be related to the Perren and Weldon bequests respectively.

CT 8/1
Deeds and papers relating to 'The Perns', Bushey Heath, Hertfordshire. 1833-1900, including abstract of title from 1808. With list. 1 box

CT 8/2
Deeds relating to property in Ross, Hertfordshire: 1818-55 With list. 1 bundle

CT 8/3
Deeds and papers relating to 110 Birchanger Road, South Norwood (formerly 5 Albert Villas, Enmore Park). 1867-1938. With list. 1 envelope

CT 8/4
Counterpart leases of 1-5 Glanville Terrace (later 271, 273, 275, and 279 Barking Road), Plaistow, Essex. 1880. With list 1 bundle

CT 8/5
Leases of 16 Grafton Street (later Grafton Way), 1853 and 1857. With list. 1 bundle

CT 8/6
Deeds and papers relating to 63 Grafton Street (later Grafton Way). 1791-1924. With list. 1 bundle

CT 8/7
Counterpart leases of 1-7 Upper Montague Street. 1899-1904. With list. 1 bundle
Deeds and papers relating to 30-31 Torrington Square; 46, 48, 50, 52, 54 and 56 Torrington Place, 31, 52 and 53 Thornhaugh Mews; 8, 10, 74, 76, 78 and 80 Gower Street. 1930-54. With list.

1 bundle

Leases and other documents relating to 20, 24, 25, 28, 30 and 31 Woburn Square. 1928-36. With list.

1 bundle

Leases and other documents relating to 21-30 Woburn Square. 1928-36. With list.

1 bundle

Leases and other documents relating to 32-38 and 40-41 Woburn Square. 1920-40. With list.

1 bundle

Deeds relating to 33 Woburn Square. 1834-1906. With list.

1 bundle

Leases relating to 38-41 Woburn Square. 1927-35. With list.

1 bundle
Introductory Note

The Committee on Academic Organisation was not a committee of the Court but was established in 1980 by the Vice-Chancellor, Lord Annan. The terms of reference were "To consider and recommend in broad terms what redeployment of resources available for non-medical studies within the University should be adopted in order to maintain academic excellence in its teaching and research, having regard to the need to make economies and to attempt to safeguard the future of all staff employed within the University".

The Chairman of the Committee was Sir Peter Swinnerton-Dyer, the Vice-Chancellor of the University of Cambridge.

The findings of the Committee were published in the form of three Discussion Documents, dealing with different aspects of the University's organisation and administration.

On completion of its work the records of the Committee were passed to the Court Department which transferred them direct to the University Archives.

As well as being subject to the usual 30 year rule for use by outside enquirers, these records are closed to Senate House and other University Staff until 1 January 1998. Until then they may only be consulted with the permission of the Clerk of the Court or higher authority.

CT 9/1/1-2  Minutes and agenda papers. 1980-1

1. 1980
2. 1981

2 folders

CT 9/2  Copies of letters of enquiry, requesting submissions to the Committee, sent by the Chairman. 1980.

1 envelope

CT 9/3/1-16  Correspondence, reports, and other papers submitted to the Committee 1980-1. Arranged chiefly by category of correspondent.

1. Multi-subject Schools
2. Goldsmiths' College
3. Replies from Schools regarding Senate Institutes
4. Provision and funding of central services and activities
Correspondence, reports, and other papers submitted to the Committee 1980-1. Arranged chiefly by category of correspondent. (Contd.)

5. Letters giving authority for submissions to the Committee to be shown to Chairman of 'Special Review Committees' (i.e. the Subject Area Review Committees)

6. Single Subject Schools and Senate Institutes

7. Boards of Studies and Special Advisory Committees.

8. Outside institutions.


10. Association of Scientific, Technical, and Managerial Staff; National Association of Local Government Officers; National Union of Public Employees; and the Central University Staffs' Joint consultative Committee.

11. University of London Union.

12. Students' Unions of Schools and Institutes.

13. Individuals involved in the governance of the University.

14. Individual academic staff of the University.

15. Medical Schools.

16. Servicing of the federal structure of the University.

1 folder (7) and 15 envelopes

Papers prepared for and received by the Committee. 1980-1. (Many, if not all, of these are copies of agenda papers in CT 9/1). With list. Arranged by number of paper.

1. 1-42 and list
2. 43-58
3. 59-87
4. 88-109

4 envelopes

Correspondence and other papers relating to visits made by the Committee to Schools and to interviews of representatives of Schools. 1980-1.

1 envelope
Discussion Document, with copies of letters sent inviting comment on it, and some revised tables. 1981.

1 envelope

Correspondence, reports, and other papers commenting on the Discussion Document. 1981.

1 envelope


1 envelope


1 envelope

Correspondence, reports, and other papers commenting on the Second Discussion Document. 1981.

1 envelope

Third Discussion Document. 1982

1 envelope


1 folder
Chairmen of the Court.
Dates given are those of office.


1 envelope
UoL/CW/1  Academic Reorganisation of the University.  1964-1971
Correspondence; reports including, "The Future of the University", "The Relationship between the Internal and External Degree Systems", "Statements on the Relationship between the University and its Schools" by the Robbins Report Steering Committee and various others by the Committee on Academic Organisation and the Academic Council; file notes and memos including those from the Steering Committee and the Vice-Chancellor.

1 folder

UoL/CW/2/1  Institute of Commonwealth Studies
Correspondence.  1969
Correspondence covering issues such as the redeployment of students, job enrichment, instructions for examiners of M.Phil and Ph.D students at research and industrial laboratories, training African University teachers and fee concessions for members of staff. Also included is a copy of the "Assessment of Undergraduate Performance" background paper for the Universities Spring Conference and details of teachers seconded to institutions of higher education in developing countries.

1 folder

UoL/CW/2/2  Institute of Commonwealth Studies
Correspondence.  1968
Correspondence regarding the Quinquennial report, a copy of the "Report on the Quinquennium 1962-1967" by the Committee of Vice-Chancellors and Principals of the Universities of the United Kingdom and a copy of a "Proposal for Implementing the London Staff and Students Records System".

1 folder

UoL/CW/3  Cooperation among Institutes and Schools.  1967-1968
Correspondence; a joint report of the Academic and the Collegiate Councils (Part II) and a report by the Interim Joint Standing Committee of the Academic and Collegiate Councils; memos regarding cooperative arrangements and details of seminar
UoL/CW/4  King's College Rhodes Chair of Imperial History.  1970-1972
Correspondence and an extract from Senate minutes regarding the Rhodes Chair of Imperial History.
1 folder

UoL/CW/5  Colonial Office.  1959
Correspondence regarding the publication of research material and copyright issues.
1 folder
EXTERNAL COUNCIL

Summary List of Classes

EC 1 : External Council

Agenda EC 1/1
Minutes EC 1/2
Council and committee attendance book EC 1/3
Report to the Royal Commission EC 1/4

EC 2 : Committees and sub-committees

Honorary War Degrees sub-committee EC 2/1
Sub-committee on examinations EC 2/2

EC 3 : Advisory Service for External Students

Annual reports EC 3/1
Papers EC 3/2
Library Service booklets EC 3/3
Notes and book Lists EC 3/4

EC 4 : Photographs

External Registrars EC 4/1
Retirement dinner for George F. Goodchild BC 4/2

EC 5 : Registration

War students exemption register EC 5/1

EC 6 : Higher Degrees

Examiners' report on H.G. Wells EC 6/1
Examiners' reports 1900-38 BC 6/2
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70 volumes
EXTERNAL COUNCIL

EC 1/2/1-27 Council minutes. 1900-76. Incomplete
1. 1900-1 22. 1958-61
2. 1901-2 23. 1961-4
3. 1902-3 24. 1964-7
4. 1903-4 25. 1967-70
6. 1905-6 27. 1973-6
7. 1906-7 28. 1976-84
8. 1907-8
9. 1908-9
10. 1909-10
11. 1910-11
12. 1911-17 wanting*
13. 1918-27
14. 1927-31
15. 1931-5
16. 1935-6 wanting
17. 1936-9
18. 1939-49
19. 1949-52
20. 1952-5
21. 1955-8

25 volumes

* Copy minutes are included in the agenda (EC 1/1/12-18)

EC 1/3 Council and committee attendance book.
1901-35

1 volume

EC 1/4 Report of the Council for External
Students for transmission to the Royal
Commission on University Education
in London. 1910

1 volume
EXTERNAL COUNCIL

EC 2 COMMITTEES AND SUB-COMMITTEES

EC 2/1/1-2 War Degrees (to March 1918, 'Honorary War Degrees') sub-committee.

1. List of candidates for external war degrees, recording degrees awarded, 1917-21; with at back, minutes of the sub-committee, 1917-22 (unsigned from June 1920).

2. Agenda of the sub-committee. 1921-2
   1 volume (1) and
   1 envelope (2)

EC 2/2 Sub-committee on examinations. Agenda, minutes, and reports. 1900-1.

   1 envelope
EXTERNAL COUNCIL

EC 3

ADVISORY SERVICE FOR EXTERNAL STUDENTS

EC 3/1/1-2
Annual reports. 1925-57.
1. 1925-36
2. 1937-57
2 envelopes

EC 3/2
Newspaper cuttings, memoranda, extracts from Senate minutes and other papers relating to the advisory service. 1924-31.
1 envelope

EC 3/3
The Library Service of Great Britain
1966-7 and 1979
5 booklets in
1 envelope

EC 3/4/1-2
Notes and book lists for students taking the BSc (Economics) Part 1 examination. 1963 and 1969
2 booklets in
envelope

2 booklets in
envelope
EXTERNAL COUNCIL

EC 4

PHOTOGRAPHS

EC 4/1/1-3

Photographs of External Registrars.
c. 1910 - c. 1940.

1. Alfred Milnes (External Registrar 1901-15)
2. George F Goodchild (External Registrar 1915-36)
3. Arthur Clow Ford (External Registrar 1936-46)

3 mounted photographs

EC 4/2

Photograph of dinner given and attended by the External Council at the Café Royal for the retiring External Registrar, George F. Goodchild 1936. With key to persons in photograph.
EXTERNAL COUNCIL

EC 5 REGISTRATION

EC 5/1 Card register of external students claiming and
and obtaining exemptions under the 'Scheme for
Examination of War Students', recording name,
age, period of service, and exemption granted.
1918-20

2 drawers in box

Note: The Scheme for Examination of War Students was introduced
by the Senate in 1918. Students who had served in His
Majesty's forces during the War, undertaken other work
in connection with national defence, or been interned as
civilian prisoners of war, would be granted certain
exemptions from the regulations normally in force for
examination candidates. A joint Board consisting of
members of the Academic and External Councils was
established to oversee the scheme (SMM 1712-1725, March
1918, and appendices A.C.1 and A.C.2 to SMM of May 1918).

This scheme was separate from the 'War Degrees' (to March
1918, 'Honorary War Degrees') scheme, aspects of which
are recorded in EC 2/1/1-2
EXTERNAL COUNCIL

EC 6 HIGHER DEGREES

EC 6/1 Examiners' report for the conferment of the degree of DSc on H.G. Wells. 1943

EC 6/2/1-13 Examiners' reports on external candidates for higher degrees and for degrees of B Mus and B Sc by research. 1900-38 Closed for 85 years

Arranged by degree.

1. DD 1903-35
2. D Lit 1900-38
3. LLD 1905-34
4. B Mus 1930-8
   D Mus 1917-38
   MS 1903-25
   MD 1903-38
5. B Sc by research 1905-14; with other papers re candidates for the degree, 1902-9
6. D Sc 1900-9
7. D Sc 1910-21
8. D Sc 1922-38
9. D Sc (Eng) 1906-37
   M Com 1935-7
   D Sc (Econ) 1909-38
10. PhD 1921-5
11. PhD 1926-9
12. PhD 1930-3
13. PhD 1934-8

2 sheets in folder

13 Boxes
IDENTITY STATEMENT
Reference: UoL/EC/temp/2007/3
Title: External exam security lapse
Dates: 1968
Level: series
Extent and Medium: 2 boxes

CONTENT
Scope and Content: Correspondence files relating to the investigation into the alleged leaking of the contents of external examination papers in Sociology

ACCESS AND USE
Language of Scripts: English
Conditions of Access: Open for research except for some files which are closed under the Freedom of Information Act
Period Closed In Years: 85
Closed Until: 2054
UoL/EC7 Entrance Requirements Office  c1973-2004
Includes correspondence files on bogus universities, qualifications
1 series

UoL/EC7/1 Entrance Requirement Office Correspondence  c1973-2004
Includes files on bogus degrees and institutions of doubtful standing
4 files

UoL/EC7/1/1 Miscellaneous correspondence on bogus degrees  1973-1976
Includes correspondence on fraudulent degrees and institutions with the Department of Education, Association of Commonwealth Universities, Australian Vice-Chancellors' Committee.
1 file

UoL/EC7/1/2 Miscellaneous correspondence on bogus degrees  1977-1979
Includes correspondence on fraudulent degrees and bogus institutions with Mauritius High Commission, American Cultural Centre (Durban, South Africa), Ivor Stanbrook MP
1 file

UoL/EC7/1/3 Miscellaneous Bogus Degree Institutions  1974-1980
Includes correspondence with the Council of Europe and the Committee of Vice-Chancellors and Principals.
1 file

Includes details of institutions such as Schiller International University, Warnborough College, Oxford. This case file was compiled to examine the credentials of higher education institutions.
1 file
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<td>Bogus university degrees</td>
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<td>2 files</td>
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<td>Bogus degrees</td>
<td>c1993-c2000</td>
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<td>Correspondence, lists of institutions of dubious standing.</td>
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IDENTITY STATEMENT
Reference: UoL/EX
Title: University of London Examination Department.
Dates: c1850-1994
Level: sub-fonds
Extent and Medium: 75 folders, 1 o/s folder, 42 volumes, 1 envelope, 7 boxes and 1 publication
Name of Creator: University of London, Examination Department

CONTEXT
Biographical/Administrative History: No information was available at the time of compilation.

CONTENT
Scope and Content: The collection comprises administrative papers including payments to examiners, programmes for Presentation Day Ceremonies, statistics for B.A. and B.Sc examinations, notes on medical education in London and procedures for holding examinations during the First and Second World Wars; statistics for overseas examinations and correspondence with the Caribbean Examinations Council from the Overseas sub-Department; papers of the London Inter-Collegiate Scholarships Board; student records on index cards and microfilms; copies of examination papers and timetables and registers of examination statistics and theses. (SOME ITEMS ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT).

ACCESS AND USE
Language of Scripts: English
Conditions of Access: Open except for records exempt under the Data Protection Act or the Freedom of Information Act. Please contact the University Archivist for details. 24 hours notice is required for research visits.
Conditions of Reproduction: Copies may be made, subject to the condition of the original. Copying must be undertaken by the Special Collections Reading Room staff, who will need a minimum of 24 hours to process requests.
UoL/EX/1/1 Psychological and Physics Apparatus. c1923-1935
Lists of apparatus held by the Physics and Psychology Departments and details of a policy issued by the Sun Insurance Office insuring microscopes against theft and damage. (Previous ref EX1/1/2).
1 folder

UoL/EX/1/2 Examinations. 1933-1947
Correspondence, memoranda and reports relating to staffing the Examination Department, organising and conducting examinations, the conduct of examiners and the printing of examination papers. (Previous ref EX1/1/3).
1 folder

UoL/EX/1/3 Examination Administration (1/4). 1934-1949
Memoranda regarding the arrangement, conduct and administration of examinations and the conduct of examiners. (Previous ref EX1/1/4).
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UoL/EX/1/4 Examination Administration (2/4). 1950-1955
Memoranda regarding the arrangement, conduct and administration of examinations and the conduct of examiners. (Previous ref EX1/1/4).
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UoL/EX/1/5 Examination Administration (3/4). 1956-1957
Memoranda regarding the arrangement, conduct and administration of examinations and the conduct of examiners. (Previous ref EX1/1/4).
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UoL/EX/1/6 Examination Administration (4/4). 1958-1959
Memoranda relating to the arrangement, conduct and administration of examinations and the conduct of examiners. (Previous ref EX1/1/4).
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<td>South Kensington Examination Halls.</td>
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<td>Correspondence and memoranda regarding use of the University’s examination halls in South Kensington and attempts to find alternative sites. Also included are figures for candidates sitting examinations at South Kensington (1936-1937 and 1952-1953) and costs of hired halls. (Previous ref EX1/1/5).</td>
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<td>First and Second World Wars.</td>
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<td>Correspondence and memoranda regarding the use of Kensington Square as a war hospital emergency supply depot during the First World War and potential disruption to examinations by the German bombing of London during the Second World War. (Previous ref EX1/1/6).</td>
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<td>Correspondence and memoranda relating to the planned construction of an examination hall in the basement of Senate House. (Previous ref EX1/1/7).</td>
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UoL/EX/1/22 Programmes for Presentation Day Ceremonies. 1911-1914
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UoL/EX/1/23 Programmes for Presentation Day Ceremonies. 1920-1924
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UoL/EX/1/24 Programmes for Presentation Day Ceremonies. 1925-1929
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UoL/EX/1/25 Programmes for Presentation Day Ceremonies. 1930-1934
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UoL/EX/1/26 Programmes for Presentation Day Ceremonies. 1935-1939
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UoL/EX/1/27  Programmes for Presentation Day Ceremonies.  1946-1949
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UoL/EX/1/29  Programmes for Presentation Day Ceremonies.  1953-1956
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UoL/EX/1/30  Programmes for Presentation Day Ceremonies for Recipients of Higher Degrees.  1950-1956
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UoL/EX/1/31  University Statistics.  1938-1939
Memoranda concerning the compilation of University statistics. (Previous ref EX1/6).

1 folder

UoL/EX/1/32  Medical Education.  1934
Correspondence, memoranda and statistics relating to a report about medical education in London. (Previous ref EX1/7).

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UoL/EX/1/33  "Notes on Medical Education".  undated
(Previous ref EX1/7).

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UoL/EX/1/34  Medical Education Statistics.  1927-1934
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UoL/EX/1/35  Statistics for B.Sc. Examinations.  1902-1938
Examination statistics for internal and external
B.Sc. students. (Previous ref EX1/1/1).
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UoL/EX/1/36  Statistics for B.A. Examinations.  1901-1938
Examination statistics for internal and external B.A.
students. (Previous ref EX1/1/1).
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UoL/EX/1/37  Statistics for B.A. and B.Sc. Examinations.  1912-1938
Examination statistics for B.A. and B.Sc. internal
students. (Previous ref EX1/1/1).
1 folder

UoL/EX/1/38  General Administrative Papers.  1977-1981
Papers include correspondence, memoranda,
minutes and agenda for meetings of the Board of
Examiners for the Diploma in Education, guides to
arranging examinations, names of appointed
examiners and external examiners reports.
1 folder

Papers include agenda and minutes for meetings
of the Board of Examiners for the Diploma in
Education, visiting/external examiners reports,
memoranda, timetables for the Diploma in
Education examinations and names of examiners.
1 folder
UoL/EX/1/40 **General Administrative Papers.** 1986-1987
Papers include minutes and agenda for meetings of the Board of Examiners for the Diploma in Education; examination statistics; examiners names, reports and guidance notes; memoranda and correspondence.

1 folder

UoL/EX/1/41 **General Administrative Papers.** 1988-1991
Papers include memoranda, correspondence, an outline of the English for Legal Studies course, reports, course modules for students registered for the B.Ed. and Diploma in Education and names of internal and visiting examiners.

1 folder

UoL/EX/2/1 **Colonial Examination Register.** 1900-1921
A register of applications for examination papers by the University's overseas centres and details of the numbers despatched. (Previous ref EX3/1/1).

1 volume

UoL/EX/2/2 **Examination Application Register.** 1921-1927
A register of applications for examination papers by the University's overseas centres and details of the numbers despatched. (Previous ref EX3/1/2).

1 volume

UoL/EX/2/3 **Examination Application Register.** 1927-1937
A register of applications for examination papers by the University's overseas centres and details of the numbers despatched. (Previous ref EX3/1/3).

1 volume

UoL/EX/2/4 **Reports on the Work of the sub-Department.** 1921-1922
(Previous ref EX/3/2).

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UoL/EX/2/5 Overseas Examination Statistics. 1921-1950
Statistics for overseas centres holding University of London Matriculation examinations. (Previous ref EX3/3).
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UoL/EX/2/6 Overseas Examination Statistics. 1921-1929
Statistics for overseas centres holding University of London examinations higher than Matriculation. (Previous ref EX3/4/1).
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UoL/EX/2/7 Overseas Examination Statistics. 1930-1939
Statistics for overseas centres holding University of London examinations higher than Matriculation. (Previous ref EX3/4/1).
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UoL/EX/2/8 Overseas Examination Statistics. 1940-1949
Statistics for overseas centres holding University of London examinations higher than Matriculation. (Previous ref EX3/4/1).
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UoL/EX/2/9 Overseas Examination Statistics. 1950-1953
Statistics for overseas centres holding University of London examinations higher than Matriculation. (Previous ref EX3/4/1).
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UoL/EX/2/10 Overseas Examination Statistics. 1954-1956
Statistics for overseas centres holding University of London examinations higher than Matriculation. (Previous ref EX3/4/1).
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UoL/EX/2/11 Overseas Examination Statistics. 1957-1959
Statistics for overseas centres holding University of London examinations other than G.C.E. (Previous ref EX3/4/2).
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UoL/EX/2/12 **Overseas Examination Statistics.** 1960-1963
Statistics for overseas centres holding University of London examinations other than G.C.E. (Previous ref EX3/4/2).
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UoL/EX/2/13 **Overseas Examination Statistics.** 1964-1966
Statistics for overseas centres holding University of London examinations other than G.C.E. (Previous ref EX3/4/2).
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UoL/EX/2/14 **Overseas Examination Statistics.** 1966-1969
Statistics for overseas centres holding University of London examinations other than G.C.E. (Previous ref EX3/4/3).
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UoL/EX/2/15 **Overseas Examination Statistics.** 1970-1973
Statistics for overseas centres holding University of London examinations other than G.C.E. (Previous ref EX3/4/3).
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UoL/EX/2/16 **Overseas Examination Statistics.** 1974-1975
Statistics for overseas centres holding University of London examinations other than G.C.E. (Previous ref EX3/4/3).
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UoL/EX/2/17 **Overseas Examination Statistics.** 1921-1929
Statistics for University of London Matriculation, Intermediate and First and Second Medical examinations held in the Colonies and Dominions. (Previous ref EX3/5).
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<th>UoL/EX/2/18</th>
<th>Overseas Examination Statistics.</th>
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<th>Overseas Examination Statistics.</th>
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<td>Statistics and reports for University of London Matriculation examinations held overseas and in prisoner of war camps. (Previous ref EX3/5).</td>
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<th>Overseas Examination Statistics.</th>
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<td>Statistics for University of London overseas Diploma examinations; Intermediate, Final and Masters Degree examinations and Extra-Mural examinations. (Previous ref EX3/5).</td>
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<td>Statistics for University of London overseas Degree examinations. (Previous ref EX3/5).</td>
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**UoL/EX/2/24**  
**Rima College.**  
1990-1994
Papers include correspondence, memoranda, external examiners reports, details of the college law programme and guidelines and regulations for obtaining a Diploma in Law.

1 folder

**UoL/EX/2/25**  
**Caribbean Examinations Council.**  
1976-1979
Correspondence, memoranda, regulations, notes on examination procedures and a request for recognition of the CXC Secondary Education Certificate (CSEC).

1 folder

**UoL/EX/2/26**  
**Caribbean Examinations Council.**  
1980-1986
Correspondence, memoranda and reports relating to the Secondary Certificate of Education.

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**UoL/EX/3/1**  
**Minutes of the Board/Examiners.**  
1904
(Previous ref EX5/1/1).

December-1912  
September

1 volume

**UoL/EX/3/2**  
**Minutes of the Board/Examiners.**  
1912
(Previous ref EX5/1/2).

December-1928 July

1 volume

**UoL/EX/3/3**  
**Minutes of the Board/Examiners.**  
1928
(Previous ref EX5/1/3).

November-1943 June

1 volume
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<td>Annual reports for 1912-1913, 1913-1914 and 1914-1915 are missing. Also included is a list of entrance scholarships and exhibitions awarded in 1963. (Previous ref EX5/2).</td>
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UoL/EX/4/1  Record Cards A-K.  1942-c1947
Record cards of examination candidates held in German prisoner of war camps. (THESE RECORDS ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT). (Previous ref EX3/6/1).

1 box

UoL/EX/4/2  Record Cards L-Z and Examiners.  1942-c1947
Record cards of examination candidates and examiners held in German prisoner of war camps. (THESE RECORDS ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT). (Previous ref EX3/6/2).

1 box

UoL/EX/4/3  Student Record Cards on Microfilm.  1937-1966
Microfilms: Reel 1 AA-AN; Reel 2 AO-BAQ; Reel 3 BAR-BEAZ; Reel 4 BEB-BIC; Reel 5 BID-BOZ; Reel 6 BRAINT-BULM; Reel 7 BULM-CAS; Reel 8 CASA-CLARY; Reel 9 CLAS-COTT; Reel 10 COU-DARZ; Reel 11 DAZ-DEZ; Reel 12 DHA-DZ; Reel 13 EAA-EVE; Reel 14 EVI-FORD; Reel 15 FORDE-GELL; Reel 16 GELLA-GRAH; Reel 17 GRAI-HALL; Reel 18 HALL(H)-HAW; Reel 19 HAX-HOLI; Reel 20 HOLL-HUR; Reel 21 HUS-JENT; Reel 22 JEO-KAZ; Reel 23 KEA-KZ; Reel 24 LAA-LEVY; Reel 25 LEW-LYW; Reel 26 MA-MANN; Reel 27 MANN-MH; Reel 28 MI-MORY; Reel 29 MOS-NAY; Reel 30 NOA-OSW. (THESE RECORDS ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT).

1 box

UoL/EX/4/4  Student Record Cards on Microfilm.  1937-1966
Microfilms: Reel 31 OT-PEP; Reel 32 PER-POZ; Reel 33 PRA-RED; Reel 34 REE-ROKE; Reel 35 ROWG-SER; Reel 36 SES-SMITH; Reel 37 SMITH J-STR; Reel 38 STU-THOMP; Reel 39 THOMS-VAZ; Reel 40 VEA-WEEER; Reel 41 WEEES-WILL R; Reel 42 WILL S-Zz. (THESE RECORDS ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT).

12 microfilms
UoL/EX/4/5  Central Registry Student Record Cards on Microfilm.  c1850-1936
Microfilms: Reel 1 AA-BAZ; Reel 2 BEA-BZ; Reel 3 CA-CZ; Reel 4 DA-EZ; Reel 5 FA-GZ; Reel 6 HA-HZ; Reel 7 IA-KZ; Reel 8 LA-LZ; Reel 9 MA-MZ; Reel 10 NA-OZ; Reel 11 PA-PZ; Reel 12 Q-SC; Reel 13 SD-SZ; Reel 14 T-WA; Reel 15 WE-ZZ. (THESE RECORDS ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT).
15 microfilms

UoL/EX/4/6  External Higher Degree Records Cards on Microfilm.  c1900-1980
Microfilms: Reel 43 A-L and Reel 44 M-Z. (THESE RECORDS ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.)
2 microfilms

UoL/EX/4/7  Higher Degree Internal Registrations on Microfilm.  1954-1965
Microfilms: A-P and Q-Z. (THESE RECORDS ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT).
2 microfilms

UoL/EX/4/8  Examination Certificates.  1894-1944
Certificates for matriculation and university examinations.
1 folder

UoL/EX/5/1  Matriculation Examinations.  1869 June
Ms Matriculation examination papers for English Language, Latin Grammar and Composition, Greek, Arithmetic and Algebra, English History and French. Also included is a notice to candidates regarding examination procedures and a covering letter from the donor (1987).
1 folder
UoL/EX/5/2  Matriculation Examination Papers.  1900 January
Matriculation examination papers for Greek, French and German.
1 folder

UoL/EX/5/3  Zoology Examination Papers.  1932-1935
Papers for written and practical zoology examinations for internal students for years 1932, 1934 and 1935.
1 folder

UoL/EX/5/4  Zoology Examination Papers.  1954-1955
Papers for written and practical examinations in zoology for internal students (1954/1955) and external students (1955).
1 folder

UoL/EX/5/5  Zoology Examination Papers.  1967-1977
Papers for written and practical examinations in zoology for internal and external students.
1 folder

UoL/EX/5/6  Botany and Zoology Examination Papers.  1980
Papers for written and practical examinations in botany and zoology for internal, external and external overseas students.
1 folder

UoL/EX/5/7  Examination Timetables.  1897-1919
(Previous ref EX1/3/1).
1 outsize folder

UoL/EX/5/8  Examination Timetables.  1920-1924
(Previous ref EX1/3/2).
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<table>
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<th>Examination Timetables.</th>
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<th>UoL/EX/5/11</th>
<th>&quot;Practical Physiological and Physical Chemistry for Students of Zoology&quot;.</th>
<th>undated</th>
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<td>Experiments and questions for students.</td>
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<th>Engineering, Mining and Metallurgy Examinations Register.</th>
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UoL/EX/6/10  Law Examinations Register.  1968-1974
Volume contains statistics for overseas examinations.
1 volume

UoL/EX/6/11  Doctorate Register.  1915
January 1-1928 December
Includes a list of external theses incorporated into the Library.
1 volume

UoL/EX/6/12  Doctorate Register.  1929
January 1-1937 December
(CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT).
1 volume

UoL/EX/6/13  Doctorate Register.  1938
January 1-1950 December
(CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT).
1 volume

UoL/EX/6/14  Doctorate and M.Sc (Eng) Register.  1951
January 1-1958 December
(CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT).
1 volume
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<td>Doctorate, M.Sc (Eng), M. Phil (Eng), M.D. &amp; M.S. Register.</td>
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<td>Rejections of students at matriculation and other University examinations</td>
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<td>Annotated version of a printed list of students in alphabetical order by examination. &quot;Rejections&quot; has been scored out and replaced with &quot;Half Fee Book&quot;.</td>
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| UoL/EX/7/1/4 | Half Fee Book part 1  
Rejections in matriculation and intermediate exams, c1892-c1902. Annotated (eg when students passed the exam at a later late). | 1901 March 31 |
| UoL/EX/7/1/5 | Half Fee Book part 2  
Lists of rejected students in Arts, Science, Laws, Medicine, Music and at Teachers' examination, 1892-1902. Includes written annotations (eg when students passed at a later stage). | 1902 March 31 |
| UoL/EX/7/2/1 | Candidate lists  
Lists of candidates for matriculation and other University exams | 1908 |
| UoL/EX/7/2/2 | Candidate lists  
Lists of matriculation, school certificate, and University exam candidates | 1909 |
| UoL/EX/7/2/3 | Candidate lists  
Lists of matriculation, school certificate and University exam candidates | 1910 |
| UoL/EX/7/2/4 | Candidate lists  
Lists of matriculation, school and University exam candidates | 1911 |
<p>| UoL/EX/7/2/5 | Candidate lists | 1912 |</p>
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Candidate lists

1919
Lists of matriculation, school and University exam candidates
1 volume
Former reference EX 2/1/7

Candidate lists

1920
Lists of matriculation, school and University exam candidates
1 volume
Old reference EX 2/1/8

Candidate lists

1921
Lists of matriculation, school and University exam candidates
1 volume
Old reference EX 2/1/9

Candidate lists

1922
Lists of matriculation, school and University exam candidates
1 volume
Former reference EX 2/1/10

Loose overseas pass lists

1918-1934
Pass lists divided by subject. Includes matriculation

Old reference EX 2/5/1
Closed for 90 years (Data Protection Act)

Loose overseas pass lists

1935-1942
Includes exams taken in German prisoner of war camps. Includes matriculation

Old reference EX 2/5/2
Closed for 90 years (Data Protection Act)

Loose overseas pass lists

1943-1951
Matriculation only. Includes details of exams held at prisoner of war camps in Germany

Old reference EX 2/5/3
Closed for 90 years (Data Protection Act)

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Old reference EX 2/5/4
Closed for 85 years (Data Protection Act)

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Old reference EX 2/5/5
Closed for 85 years (Data Protection Act)
FINANCE AND GENERAL PURPOSES COMMITTEE

Summary List of Classes

FG 1 Committees

Finance and General Purposes FG 1/1
Finance FG 1/2
Establishment and General Purposes FG 1/3

FG 2 Sub-Committees

Finance of Examinations FG 2/1
Reorganisation of the Administrative Structure FG 2/2

FG 3 Finance

Inventory and valuation of fixtures and fittings FG 3/1
Memorandum on procedure FG 3/2

FG 4 Establishment and Personnel

Notices re fire and air-raid drill FG 4/1
Registers of staff FG 4/2
Establishment department letter books FG 4/3
Extracts from minutes re staff matters FG 4/4
Staff photographs, 1908 and 1915 FG 4/5
Photograph of war memorial FG 4/6
Photograph of staff at Principal's party FG 4/7
FINANCE AND GENERAL PURPOSES COMMITTEE

Summary List of Classes

FG 5  Functions and Ceremonies

- Scrapbook: FG 5/1
- Presentation Day photographs, 1930: FG 5/2
- Foundation Day photographs, 1930: FG 5/3
- Installation of Chancellor, 1929: FG 5/4
- Foundation Day photographs, 1933: FG 5/5

FG 6  University Training Adviser

- PLUTO: FG 6/1
Minutes and, from 1929, related documents of the Finance and General Purposes Committee (from 1966 Joint Finance and General Purposes Committee). 1901-9 and 1929-81 Indexed. The minutes from 1901-1909 are confirmed but do not bear the autograph signature of the Chairman. The minutes from 1970 to 1981 are unsigned.

FINANCE AND GENERAL PURPOSES COMMITTEE

FG 1 COMMITTEES

FG 1/2/1-21 Minutes and, from 1914, related documents of the Finance Committee. 1909-7 and 1918-29. Indexed. The minutes from 1909-1914 are confirmed but do not bear the autograph signature of the Chairman.

1. 1909-10
2. 1910-11
3. 1911-12
4. 1912-13
5. 1913-14
6. 1914-15 signed (minutes only)
7. 1914-15 confirmed (with related documents)
8. 1915-16
9. 1916-17
10. 1917-18 wanting
11. 1918-19
12. 1919-20
13. 1920-1
14. 1921-2
15. 1922-3
16. 1923-4
17. 1924-5
18. 1925-6
19. 1926-7
20. 1927-8
21. 1928-9

19 volumes (1-5, 7-21) and 1 envelope (6)

FG 1/3/1-20 Minutes of the Establishment and General Purposes Committee. 1909-29. Indexed. The minutes from 1909 to 1911 are confirmed but do not bear the autograph signature of the Chairman; those from 1911 to 1915 and 1927 to 1928 are unsigned and apparently unconfirmed.

1. 1909-10
2. 1910-11
3. 1911-12
4. 1912-13
5. 1913-14
6. 1914-15
7. 1915-16
8. 1916-17
9. 1917-18
10. 1918-19
11. 1919-20
12. 1920-1
13. 1921-2
14. 1922-3
15. 1923-4
16. 1924-5
17. 1925-6
18. 1926-7
19. 1927-8
20. 1928-9

20 volumes
**FG 2**  
**SUB-COMMITTEES**

**FG 2/1/1-27**  
Minutes of the Finance of Examinations (from 1966, 'University Examinations') sub-committee. 1933-9 and 1945-70.

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27 volumes * (contd)

**FG 2/2**  
Sub-committee on the Reorganisation of the Administrative Structure of the Central University Staff and Interim Committee on Administrative Reorganisation:- Secretary's papers, including unsigned minutes. 1965-6. (Former ref: UL/CONST-RRSC GC4)

1 envelope

**FG 2/1/28-42**

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<td>1976-77</td>
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40 vols. 1 envelope (41)

42. Finance of Examinations Index: references to Senate minutes and
FG 3  FINANCE

FG 3/1 Inventory and valuation of furniture, fixtures and fittings at the University's offices in South Kensington. 1910. With, tipped-in at front, copy letter from Sun Insurance Office concerning acceptance of the inventory for fire insurance purposes, 1913.

1 volume

FG 3/2 Memorandum on administrative procedure in the Finance Department compiled by William K. Hill on his retirement as Secretary to the Finance Committee. 1922

1 envelope
FG 4 ESTABLISHMENT AND PERSONNEL

FG 4/1 Notices issued to staff concerning procedure to be followed in the event of fire or attack by enemy aircraft. 1914-15.

FG 4/2/1-4 Registers of permanent administrative and library staff, giving dates of appointment, promotion, and resignation or death; details of post(s) held and salary; references to and extracts from Senate minutes; and containing, occasionally, photographs and obituary notices. 1901-46, with some earlier information relating to staff appointed in 1901 who had also been previously employed by the University, and some later notes of deaths (to 1979).

1. Male staff appointed 1901-27
2. Female staff appointed 1901-31
3. Male staff appointed 1928-46
4. Female staff appointed 1932-46

4 volumes


1. 1928-9 (No.28) 4. 1935-6 (No.35)
2. 1929-30 (No.29) 5. 1936-7 (No.36)
3. 1932-3 (No.32)

These volumes are all that have survived of what would appear to be a series beginning in 1901.

5 volumes

FG 4/4 Volume containing pasted-in extracts from Senate and other minutes relating to staff matters, arranged under the following headings: appointments; honoraria and increases; pensions; resignations, retirements etc.; sick leave, special leave, etc.; transference; vacations; war and other bonuses; miscellaneous; and house and attendant staff. 1923-37.

1 volume
FG 4  ESTABLISHMENT AND PERSONNEL

FG 4/5/1-2  Photographs, with key, of the administrative and library staff. 1908 and 1915.

1. 1908
2. 1915 (2 copies)  *copy print*  1 folder

FG 4/6  Photograph of the memorial to members of the staff of the Central Offices who died in action in the first World War. 1921.

1 folder

FG 4/7  Photograph (2 copies), with key, of staff attending the Principal's party. 1935.

1 envelope
FUNCTIONS AND CEREMONIES

Arrangements for and the administration of functions and ceremonies were the responsibility of the Establishment Secretary until 1937 when, on the creation of the Maintenance Department, they became the responsibility of the Maintenance Officer. For the records of the Maintenance Department see the Services Department record group.

FG 5/1 Scrapbook containing copies of circulars, invitation cards, guest lists, seating plans, and other papers relating to the organisation and administration of Presentation and Foundation Day ceremonies. 1930-6. 1 volume

FG 5/2 Photographs of the procession from the Imperial Institute to the Royal Albert Hall and of groups of women graduates on Presentation Day, May 1930. 1 envelope

FG 5/3 Photographs of the conferment of higher degrees by the Vice-Chancellor, Rev. John Scott Lidgett, on Foundation Day, November 1930. 1 envelope

FG/5/4 Order of proceedings for the installation of the Chancellor, the Earl Beauchamp. 1929 1 envelope

FG 5/5 Photographs of the conferment of honorary degrees by the Earl of Athlone, on Foundation Day, November 1933. 1 envelope

FG 5/6 Programme of Presentation Day, 9 May 1919. 1 envelope
FINANCE AND GENERAL PURPOSES COMMITTEE

FG 6 UNIVERSITY TRAINING ADVISER

FG 6/1 PLUTO, Publication of London University Training Opportunities. 1981-7 (Nos. 1-19)

1 envelope
GRADUATES ASSOCIATION

GA 1 Card index of members of the University of London Graduates Association, giving name, degree, address and, in some cases, notes of subscriptions paid. c. 1911 - c. 1924

1 box

This card index was received from the library of Mr T Hynes in February 1947. It is possible that it includes the names of all those who graduated during a certain period and that only those recorded as having paid subscriptions were members of the Association.
UoL/HR/1/1  Salary Scales. 1989-1994
Memoranda and copies of salary scales for clerical and related administrative staff, academic, library and computer staff with details of discretionary increments for years 1989, 1992 and 1994. (Previous ref HR408).
1 folder

UoL/HR/1/2  Printing Services Department. 1985-1994
A job description for a Deputy Printing Officer; a Printing Services staff list; a Printing Services organisational plan and blank copies of an absence form, new appointment form and notice of employee leaving form. (Previous ref HR408).
1 folder

Memoranda including those regarding sick absence, Statutory Sick Pay (SSP), self certification and employing temporary staff and guidance notes on the "Centralised Operating Procedure for Statutory Sick Pay (SSP) and Occupational Sick Pay (OSP)". (Previous ref HR408).
1 folder

UoL/HR/1/4  Guidance Notes. 1987-1994
Guidance notes on issues such as death in service, security of personal information, classification of documents, retirement and resignation parties, smoking, disruption of travel services, travelling expenses, compensation, maternity pay, equal opportunities and pensions. (Previous ref HR408).
1 folder

UoL/HR/1/5  Miscellaneous Memoranda. 1987-1990
Memoranda on issues such as temporary staff, salary scales, pre-interview meetings, staffing in personnel, details of service divisions and a copy of minutes for a meeting of the Collegiate Council Committee for Non-Teaching Staff and UCNS London Regional Group (30 April 1987). Also
included is a copy of the "New Technology Agreement between The Central Offices, University of London and the Senate House Branch of the National and Local Government Officers' Association" and an interim planning strategy. (Previous ref HR408).

1 folder

**UoL/HR/2  Development of Deller Hall.  1995**

Memoranda and floor plans outlining Central Printing Services work flow proposals for Deller Hall. (Previous ref HR408).

1 folder
IDENTITY STATEMENT
Reference: UoL/LP
Title: University of London Labour Party.
Dates: 1931-1952
Level: sub-fonds
Extent and Medium: 4 notebooks
Name of Creator: Labour Party, University of London

CONTEXT
Biographical/Administrative History: No information was available at the
time of compilation.

CONTENT
Scope and Content: Four notebooks containing signed
manuscript and cut and pasted typescript minutes of Annual General
Meetings and Executive Committee meetings of the University of London
Labour Party. Some notebooks also include lists of post holders.

ACCESS AND USE
Language of Scripts: English
System of Arrangement: UoL/LP/1-4 Meeting Notebooks.
Conditions of Access: Open except for records exempt
under the Data Protection Act or the Freedom of Information Act. Please
contact the University Archivist for details. 24 hours notice is required for
research visits.

Conditions of Reproduction: Copies may be made, subject to the
condition of the original. Copying must be undertaken by the Special
Collections Reading Room staff, who will need a minimum of 24 hours to
process requests.
UoL/LP/1 Executive Committee Minutes. 1931 June-1935 October

A notebook containing signed manuscript and typescript minutes for meetings of the committee and including a list of post holders for the years 1931-1935. Notable names include Sidney Webb, Hugh Dalton and H.G. Wells.

1 notebook

UoL/LP/2 Executive Committee Minutes. 1935 December-1939 January

A notebook containing signed manuscript and cut and pasted typescript minutes of committee meetings and including a list of post holders for the years 1931 and 1935-1937. Notable names include Sidney Webb, Hugh Dalton, Beatrice Webb and Eileen Power.

1 notebook

UoL/LP/3 Executive Committee and Annual General Meeting Minutes. 1945 November-1952 November

A notebook containing signed manuscript and cut and pasted typescript minutes for Executive Committee meetings (November 1945-October 1952) and Annual General meetings (May 1946-November 1952).

1 notebook
UoL/LP/4  Annual General Meetings.

A notebook containing signed manuscript and cut and pasted typescript minutes for AGM's and including a list of postholders for the years 1931-1937. Notable names include Sidney Webb, Hugh Dalton, Beatrice Webb, H.G. Wells and Eileen Power. Also included are a set of minutes for a General Reconstruction Meeting of the re-organised University Labour Party (7 May 1931).

1 notebook
University of London Library Resources Co-ordinating Committee.

The collection comprises minutes, agenda and other meeting papers for various committees, boards, advisory panels, steering groups and sub-committees of the Library Resources Co-ordinating Committee; reports; administrative papers including correspondence and memoranda; guidance notes for library use and guides to the resources available; a series of library bulletins and newsletters by the Purchasing Group and Cataloguing Co-ordinator's Group; copies of presentations and seminar papers.

19 volumes, 145 folders, 70 envelopes, 17 booklets and 2 reports

UoL/LR/1/1 Library Resources Co-ordinating Committee. 1973 December-1975 June

Signed minutes with supporting paperwork including reports, correspondence and memoranda. (Previous ref LR1/1/1).

1 volume

UoL/LR/1/2 Library Resources Co-ordinating Committee. 1975 October-1977 June

Signed minutes with supporting paperwork including reports, correspondence and memoranda. (Previous ref LR1/1/2).

1 volume

UoL/LR/1/3 Library Resources Co-ordinating Committee. 1977 October-1979 June

Signed minutes with supporting paperwork including reports, correspondence, memoranda and financial information. (Previous ref LR1/1/3).

1 volume

UoL/LR/1/4 Library Resources Co-ordinating Committee. 1979 October-
<table>
<thead>
<tr>
<th>Reference</th>
<th>Date</th>
<th>Committee</th>
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<td>UoL/LR/1/9</td>
<td>1988 February-July</td>
<td>Library Resources Co-ordinating Committee.</td>
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</table>
Minutes and agenda with supporting paperwork including reports, correspondence and memoranda.

1 volume

**UoL/LR/1/10**  Library Resources Co-ordinating Committee.  1988 November-1989 April

Minutes and agenda with supporting paperwork including reports, correspondence and memoranda.

1 volume

**UoL/LR/1/11**  Library Resources Co-ordinating Committee.  1989 June-1990 May

Minutes and agenda with supporting paperwork including reports, correspondence and memoranda.

1 volume

**UoL/LR/1/12**  Library Resources Co-ordinating Committee.  1990 October-1991 October

Minutes and agenda with supporting paperwork including reports, correspondence and memoranda.

1 volume

**UoL/LR/1/13**  Library Resources Co-ordinating Committee.  1992 February-1993 May

Minutes and agenda with supporting paperwork including reports and correspondence.

1 volume

**UoL/LR/1/14**  Advisory Board of Librarians.  1974 December-1985 June
Minutes and agenda with supporting paperwork including reports, correspondence, memoranda and meeting notes. (Previous ref LR2/1).

1 volume

**UoL/LR/1/15** Advisory Board of Librarians. 1979 December-1987 December

Minutes and agenda with supporting paperwork including reports, correspondence, memoranda, meeting notes and financial details.

1 volume

**UoL/LR/1/16** Advisory Board of Librarians. 1988 March-1990 December

Minutes and agenda with supporting paperwork including reports, memoranda and financial information and a copy of a survey on libraries' charging policies.

1 volume

**UoL/LR/1/17** Advisory Board of Librarians. 1991 March-1995 May

Minutes and agenda with supporting paperwork including reports, memoranda, financial information and details of additional subjects for discussion.

1 volume

**UoL/LR/1/18** Committee of the Advisory Board of Librarians. 1974 November-1979 November

Minutes and agenda, some with supporting paperwork including reports and correspondence.

1 folder

**UoL/LR/1/19** Committee of the Advisory Board of Librarians. 1980
Minutes and agenda, some with supporting paperwork, including reports, correspondence and details of the length of service of members of the SCOLLUL and ABL committees.

1 folder

UoL/LR/1/20 Depository Library Board.  1974 March-1985 May

Minutes with supporting paperwork including reports, financial information and memoranda. (Previous ref LR2/3).

1 volume

UoL/LR/1/21 Extra-Mural Library Board.  1975 November-1981 February

Minutes with supporting reports, financial information and notes by the Extra-Mural Librarian. (Previous ref LR2/4).

1 envelope

UoL/LR/1/22 Accommodation sub-Committee.  1975

Minutes, agenda, a report and floor plans of the fourth, fifth and sixth floors, north and south block, of Senate House and the temporary hut areas. (Previous ref LR3/1).

1 envelope

UoL/LR/1/23 Manuscripts and Archives sub-Committee.  1975-1980

Minutes and agenda with supporting paperwork including reports, correspondence, file notes, survey results and guidance notes.

1 folder
<table>
<thead>
<tr>
<th>Reference</th>
<th>Committee/Panel</th>
<th>Dates</th>
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<tr>
<td>UoL/LR/1/24</td>
<td>Manuscripts and Archives sub-Committee.</td>
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<td>Manuscripts and Archives sub-Committee.</td>
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<td>UoL/LR/1/26</td>
<td>Archives of the Central Offices sub-Committee.</td>
<td>1973-1987</td>
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<td>Minutes and agenda with supporting paperwork including memoranda, reports, correspondence, file notes, details of a records management system and a report by the Study Group of the Archives of the University.</td>
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<td>Standing Advisory Panel on the Central Book Fund.</td>
<td>1974-1975</td>
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<td>UoL/LR/1/29</td>
<td>Standing Advisory Panel on the Central Book Fund.</td>
<td>1976</td>
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Minutes, an agenda and copies of grant application forms. (Previous ref LR3/4).

1 envelope

UoL/LR/1/30 Standing Advisory Panel on the Central Book Fund. 1977-1979
Agenda with supporting paperwork including meeting reports, memoranda, correspondence and copies of grant application forms. (Previous ref LR3/4).

1 envelope

UoL/LR/1/31 Standing Advisory Panel on the Central Book Fund. 1980
Agenda, meeting reports and copies of grant application forms. (Previous ref LR3/4).

1 envelope

Agenda, meeting reports and copies of grant application forms. (Previous ref LR3/4).

1 envelope

UoL/LR/1/33 Standing Advisory Panel on the Central Book Fund. 1982-1983
An agenda and meeting report with supporting paperwork including correspondence, memoranda and copies of grant application forms. (Previous ref LR3/4).

1 envelope

UoL/LR/1/34 Standing Advisory Panel on the Central Book Fund. 1984
Agenda and meeting reports with supporting paperwork including correspondence, memoranda and copies of grant application forms. (Previous ref LR3/4).

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<th>UoL/LR/1/35</th>
<th>Standing Advisory Panel on the Central Book Fund.</th>
<th>1985 April</th>
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<td>An agenda and meeting report with supporting paperwork including correspondence, memoranda and copies of grant application forms. (Previous ref LR3/4).</td>
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<th>UoL/LR/1/37</th>
<th>Central Information Services sub-Committee.</th>
<th>1974 December-1975 October</th>
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<td>Minutes and agenda with supporting paperwork including reports, preliminary notes, memoranda, details of computer based information sources and a proposal to the British Library for a travelling information workshop.</td>
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<th>UoL/LR/1/38</th>
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<td>Minutes and agenda with supporting paperwork including reports, memoranda, financial information, extracts from minutes of various other sub-committees, correspondence and details of the role of a computer retrieval system.</td>
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<th>UoL/LR/1/39</th>
<th>Central Information Services sub-Committee.</th>
<th>1977</th>
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</table>
Minutes and agenda with supporting paperwork including meeting notes, reports, recommendations for the future of information services and details about charges for information services and funding an on-line bibliographical information service.

1 envelope

UoL/LR/1/40 Central Information Services sub-Committee. 1978-1979
Minutes and agenda with supporting paperwork including reports, memoranda, details of microcomputer courses, recommendations for the future development of information services and a statement adopted by the Library Resources Co-ordinating Committee regarding the future of Central Information Services.

1 envelope

UoL/LR/1/41 Central Information Services sub-Committee. 1980-1982
Minutes and agenda with supporting paperwork including reports, financial information, memoranda, the results of a survey on charges, details of a course on microcomputers and information and statistics for on-line searches.

1 envelope

UoL/LR/1/42 Central Information Services sub-Committee. 1983
Minutes, agenda with annotations and a report of CIS activities for the academic year 1982/1983.

1 envelope

UoL/LR/1/43 Central Information Services sub-Committee. 1984
Minutes, agenda and various reports including a "Confidential Interim Report on the Evaluation of Suppliers' Proposals and Systems" and future plans of the CIS.

1 envelope

UoL/LR/1/44 Central Information Services sub-Committee. 1985
Minutes, agenda and supporting paperwork including a summary proposal for AISI (The Academic Information Systems Interface), memoranda and reports on the activities of CIS for the academic year 1984/1985 and its future plans.

1 envelope


1 envelope

UoL/LR/1/46  Standing Advisory Panel on Library Automation.  1976
Agenda and meeting reports with supporting paperwork including reports by other sub-committees and working parties, financial information regarding library automation and details of a study towards planning an acquisitions and cataloguing system.

1 envelope

UoL/LR/1/47  Standing Advisory Panel on Library Automation.  1977
Agenda, meeting reports, reports by other sub-committees and working parties and correspondence.

1 envelope

Agenda, meeting reports and supporting paperwork including two versions of a draft agreement of the "British Library Board and University of London for the University of London Shared Cataloguing System".

1 envelope
<table>
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<tr>
<th>UoL/LR/1/49</th>
<th>Standing Advisory Panel on Library Automation.</th>
<th>1978 October-December</th>
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<td>Standing Advisory Panel on Library Automation.</td>
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<td>Agenda, meeting reports, other reports including a &quot;Technical Report on the LRCC visit to Ontario, Canada, to examine the GEAC Circulation System in Operation&quot; and &quot;Implementation of a Shared Circulation System&quot;, memoranda and correspondence.</td>
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<td>UoL/LR/1/53</td>
<td>Standing Advisory Panel on Library Automation.</td>
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<td>Standing Advisory Panel on Library Automation.</td>
<td>1983</td>
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</table>
Agenda, meeting reports, minutes from other sub-committee meetings, correspondence and memoranda.

1 folder

UoL/LR/1/55 Standing Advisory Panel on Library Automation. 1984
February-June

Agenda, meeting reports, minutes from meetings of other sub-committees, a copy of "Systems Proposals", memoranda and correspondence.

1 folder

UoL/LR/1/56 Standing Advisory Panel on Library Automation. 1984
October-November

Agenda, meeting reports, minutes from meetings of other sub-committees, two copies of a "Confidential Interim Report on the Evaluation of Suppliers' Proposals and Systems", memoranda, correspondence and financial information.

1 folder

UoL/LR/1/57 Standing Advisory Panel on Library Automation. 1985

Agenda, meeting reports, memoranda and correspondence.

1 folder

UoL/LR/1/58 Standing Advisory Panel on Library Automation. 1986

Agenda, meeting reports, minutes from other sub-committee meetings, correspondence, memoranda and a copy of the "Revised Proposal to the University of London for the Enhancement of the Shared Circulation System".

1 folder

UoL/LR/1/59 Standing Advisory Panel on Library Automation. 1987
January-
April

Agenda, meeting reports, correspondence, memoranda and a copy of the University of London/British Library Contract.

1 folder

UoL/LR/1/60 Automated Systems Development Working Party. 1983 May-June

Agenda, meeting reports, a progress summary, memoranda and a copy of "Automation Requirements of the Small Libraries in the University of London".

1 envelope


An agenda and meeting report with supporting paperwork including a draft proposal for an integrated library system and design requirements.

1 envelope


Agenda and meeting reports with supporting paperwork including "Specification of Operational Requirements for an Integrated Library System" with responses from various colleges, correspondence and memoranda.

1 envelope

UoL/LR/1/63 Automated Systems Development Group. 1984 March-June

Agenda, meeting reports, a proposal for a schedule of work and details of system implementation, cost, hardware and related services.

1 envelope
UoL/LR/1/64  Automated Systems Development Group.  1985  January-June

Agenda and meeting reports with supporting paperwork including evaluations from suppliers, details of consultations with other libraries, information about equipment, correspondence and memoranda.

1 folder

UoL/LR/1/65  Automated Systems Development Group.  1985  September-December

Agenda and meeting reports with supporting paperwork including correspondence, memoranda and a copy of "The URICA Library System".

1 folder

UoL/LR/1/66  Automated Systems Development Group.  1986

Agenda and meeting reports with supporting paperwork including a funding submission, correspondence, details of discussion points and a list of contractual requirements.

1 folder

UoL/LR/1/67  Cataloguers' Working Party.  1976

Agenda and meeting reports with supporting paperwork including reports by other groups and an introduction to an automated acquisitions and cataloguing system.

1 folder

UoL/LR/1/68  Cataloguers' Working Party (Cataloguers' Liaison Group).  1977

Agenda and meeting reports. (The Cataloguers' Working Party was re-named the Cataloguers' Liaison Group as per the minutes for May 1977).

1 folder
UoL/LR/1/69  Cataloguers' Liaison Group.  1978
Agenda, meeting reports and a copy of the
"University of London Shared Cataloguing System
Filing Rules in Name Catalogues".

1 envelope

UoL/LR/1/70  Cataloguers' Liaison Group.  1979
Agenda, meeting reports, memoranda, minutes
from other group meetings and information about
MARC cataloguing.

1 folder

UoL/LR/1/71  Cataloguers' Liaison Group.  1980
Agenda, meeting reports, memoranda, financial
information and a copy of the British Library
extended character set.

1 folder

UoL/LR/1/72  Cataloguers' Liaison Group.  1981
Agenda, meeting reports and memoranda.

1 folder

UoL/LR/1/73  Cataloguers' Liaison Group.  1982
Agenda, meeting reports, correspondence and
memoranda.

1 folder

UoL/LR/1/74  Cataloguers' Liaison Group.  1983
Agenda, meeting reports and a copy of
"Cataloguing in Publication: Expanding the United
Kingdom Programme" by the British Library
Bibliographic Services Division.

1 folder

UoL/LR/1/75  Cataloguers' Liaison Group.  1984
Agenda, meeting reports, a copy of a LOCAS consultation paper, memoranda and a system proposal by the Automated Systems Development Group.

1 folder

**UoL/LR/1/76 Cataloguers' Liaison Group. 1985**

Agenda, meeting reports, memoranda and reports on various aspects of the cataloguing system.

1 folder

**UoL/LR/1/77 Cataloguers' Liaison Group. 1986-1988**

Agenda, meeting reports, memoranda, a copy of "Preliminary Specification of Requirements for the Transferral of ULSCS to Another Shared Cataloguing Service" and proposals for the transfer of the ULSCS system from Union LOCAS.

1 folder

**UoL/LR/1/78 Working Party on Circulation. 1979 May-1980 February**

Agenda and meeting reports with supporting paperwork including costs of equipment for the ALS on-line circulation system.

1 envelope

**UoL/LR/1/79 Working Party on Circulation. 1980 May-September**

Agenda, meeting reports and a copy of the "Circulation System Final Report".

1 envelope

**UoL/LR/1/80 Automated Circulation Group. 1981**

Agenda, meeting reports, correspondence and details of the library circulation system software.

1 envelope
<table>
<thead>
<tr>
<th>UoL/LR/1/81</th>
<th>Automated Circulation Group.</th>
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<td>Working Party on the Classification of the Union List of Serials.</td>
<td>1980-1982</td>
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Agenda, meeting reports, correspondence and a working party final report.

1 envelope

**UoL/LR/1/88 Music Cataloguing Group.**

1981-1982

Agenda and meeting reports.

1 envelope

**UoL/LR/1/89 Editorial Advisory Board of the Libraries/Standing Advisory Panel on Public Relations.**

1974-1984

Agenda and meeting reports. (The Editorial Advisory Board of the Libraries became the Standing Advisory Panel on Public Relations on 19 June 1978).

1 envelope

**UoL/LR/1/90 Periodicals Subscriptions sub-Committee.**

1974-1975

Agenda, meeting reports, a draft description of the University of London periodicals system and details of the Working Party on Serials.

1 envelope

**UoL/LR/1/91 Staffing of Libraries sub-Committee/Standing Advisory Panel on Staffing Matters.**

1974-1984

Agenda and meeting reports with supporting paperwork including details of a career in librarianship. (The Staffing of Libraries sub-Committee became the Standing Advisory Panel on Staffing Matters).

1 envelope

**UoL/LR/1/92 Staff Training sub-Committee.**

1977-1978

Agenda, meeting reports and details of proposed training activities and in-house and out-house training arrangements.

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<th>UoL/LR/1/93</th>
<th>Staff Training sub-Committee.</th>
<th>1979</th>
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<td>Agenda, meeting reports, lists of proposed training activities, memoranda and details about the development of information services.</td>
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<td>Agenda, meeting reports, memoranda, notes on induction training, a copy of an evaluation form and a handout regarding panel interviews.</td>
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<th>UoL/LR/1/97</th>
<th>Staff Training sub-Committee.</th>
<th>1983-1984</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Agenda, meeting reports, memoranda, correspondence, details of training activities with various comments and notes on induction training.</td>
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<table>
<thead>
<tr>
<th>UoL/LR/1/98</th>
<th>Staff Training sub-Committee.</th>
<th>1985</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Agenda and meeting reports with supporting paperwork including a calendar of courses, memoranda, correspondence, results of course evaluation forms and a copy of &quot;Publication of London University Training Opportunities&quot; (PLUTO No.15 October 1985).</td>
<td></td>
</tr>
</tbody>
</table>
UoL/LR/1/99  **Staff Training sub-Committee.**  1986
Agenda, meeting reports, guidance notes on organising library visits, memoranda, details of proposed training activities, a calendar of courses and copies of PLUTO (No.17 April 1986/No.18 September 1986).

1 folder

UoL/LR/1/100  **Staff Training sub-Committee.**  1987
Agenda and meeting reports with supporting paperwork including memoranda, correspondence, summaries of questionnaires, details of proposed training activities, a list of school training officers and copies of PLUTO (No.20 May 1987/No.21 September 1987).

1 folder

UoL/LR/1/101  **Staff Training sub-Committee.**  1988
Agenda, meeting reports, summaries of questionnaires, memoranda and details of scheduled forthcoming events.

1 folder

UoL/LR/1/102  **Standing Advisory Panel on Theses.**  1976-1978
Agenda and meeting reports with supporting paperwork including correspondence, memoranda and details of binding theses, the publication of abstracts, access and obtaining second copies.

1 envelope

UoL/LR/1/103  **Standing Advisory Panel on Inter-Library Loans.**  1977-1978
Agenda, meeting reports, a copy of a questionnaire, details of a pilot transport scheme for loans and a copy of a report of a survey of the Interlibrary Loan Services offered by the University of London. (Previous ref LR3/22/1).

1 envelope

**UoL/LR/1/104**  
Standing Advisory Panel on Inter-Library Loans.  
1979

Agenda, meeting reports and copies of "Interlibrary Loan Practice in the University of London: A Report" (Parts 1/2) and "Interlibrary Loan", papers given at a seminar in November 1979. (Previous ref LR3/22/1).

1 envelope

**UoL/LR/1/105**  
Standing Advisory Panel on Inter-Library Loans.  
1980-1981

Agenda and meeting reports with supporting paperwork including a copy of a standard loan request form, a discussion paper about on-line bibliographical data bases, a background paper on loan statistics, guidelines for interlibrary loan practice and notes on a seminar.

1 folder

**UoL/LR/1/106**  
Standing Advisory Panel in Inter-Library Loans.  
1982-1984

Agenda and meeting reports with supporting paperwork including statistics of loans, a copy of "System Proposal" by the Automated Systems Development Group and guidance on using a loan request form. (Previous ref LR3/22/2).

1 folder

**UoL/LR/1/107**  
Standing Advisory Panel on Inter-Library Loans.  
1985-1986

Agenda; meeting reports; comments from various colleges, schools and institutes on referrals within the University; loan statistics and a report on the online public access catalogue. (Previous ref LR3/22/2).
Agenda and meeting reports with supporting paperwork including memoranda, details and recommendations about the development of computer information services, correspondence, a discussion paper on information services within the University of London and a note by the Director of Library Services. (Previous ref LR3/23).

Libraries Purchasing Group. 1979
Agenda and meeting reports. (Previous ref LR3/24).

Slides Accessions Advisory sub-Committee. 1964-1969
Minutes, agenda, reports and memoranda.

Slides Accessions Advisory sub-Committee. 1970-1979
Minutes, agenda, reports, correspondence and memoranda. (Meeting papers for the years 1971 and 1975-1977 are missing).

Slides Accessions Advisory sub-Committee. 1980-1984
Minutes, agenda, file notes, memoranda, correspondence and reports. (Meeting papers for 1982 are missing).
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Dates</th>
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<tr>
<td>UoL/LR/1/113</td>
<td>Slides Accessions Advisory sub-Committee.</td>
<td>1985-1986</td>
</tr>
<tr>
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<td>Minutes, agenda, rough notes, reports, memoranda and</td>
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<td>correspondence.</td>
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<td>UoL/LR/1/114</td>
<td>Preservation Liaison Group.</td>
<td>1987-1989</td>
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<tr>
<td></td>
<td>Agenda, minutes, correspondence and a copy of the</td>
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<td>preservation policy for the University of London</td>
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<td>Library.</td>
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<td></td>
<td>Minutes, agenda and notes on disaster control planning.</td>
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<td>Minutes and agenda.</td>
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<tr>
<td></td>
<td>Meeting reports, notes, memoranda, correspondence,</td>
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<td></td>
<td>details of the working group remit and guidelines on</td>
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<td>preservation and disaster planning.</td>
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<tr>
<td>UoL/LR/1/118</td>
<td>Preservation Committee.</td>
<td>1988-1989</td>
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<td></td>
<td>Minutes, agenda and correspondence.</td>
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<tr>
<td>UoL/LR/1/119</td>
<td>Preservation Committee.</td>
<td>1990-1994</td>
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</tbody>
</table>
Minutes and agenda.

1 folder

**UoL/LR/1/120**  
**Working Party on Rationalisation of Library Resources in Bloomsbury.**  
1982  
January-July  
Minutes and agenda with supporting paperwork including reports, a list of libraries in the Bloomsbury area, memoranda, correspondence and rough notes.

1 envelope

**UoL/LR/1/121**  
**Working Party on Rationalisation of Library Resources in Bloomsbury.**  
1982  
September-December  
Minutes and agenda with supporting paperwork including survey results on the use of the University library, reports, a response to the Higham Report from the University Library Board, funding details, memoranda, correspondence and rough notes.

1 envelope

**UoL/LR/1/122**  
**Working Party on Rationalisation of Library Resources in Bloomsbury.**  
1983  
January-May  
Minutes and agenda with supporting paperwork including correspondence, reports including one by the Joint Planning Committee of the Court and Senate and details of future arrangements for the University library.

1 envelope

**UoL/LR/1/123**  
**Working Party on Rationalisation of Library Resources in Bloomsbury.**  
1983  
July-December  
Minutes and agenda with supporting paperwork including reports, memoranda, correspondence and details of subjects covered by specialised libraries at research level and savings attributable to rationalisation made by Birkbeck, UCL and ULL.
UoL/LR/1/124 Working Party on Rationalisation of Library Resources in Bloomsbury. 1984
Minutes, agenda, correspondence, memoranda, a copy of the Working Party final report to the Joint Planning Committee and a response from the University.

1 envelope

Minutes, agenda, reports, memoranda, pamphlets, details of a review of the University Library and the LRCC following the Naylor Report, discussion papers, a policy statement and a summary of Joint Planning Committee recommendations. (Previous ref LR6/2).

1 envelope

Minutes and agenda with supporting paperwork including reports, memoranda, correspondence and details of research material and major special collections in Bloomsbury and journal titles to be retained and discontinued at the University Library.

1 envelope

Minutes, reports, correspondence and financial information.

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<table>
<thead>
<tr>
<th>Document Code</th>
<th>Description</th>
<th>Date/Period</th>
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<tbody>
<tr>
<td><strong>UoL/LR/1/128</strong></td>
<td>Working Party on Rationalisation of Library Resources in Bloomsbury Specialised Schools and Institutes sub-Group. Meeting reports, correspondence and memoranda.</td>
<td>1983</td>
</tr>
<tr>
<td><strong>UoL/LR/1/130</strong></td>
<td>Working Party on the Rationalisation of Medicine in Libraries in Bloomsbury. Minutes and agenda with supporting paperwork including reports, recommendations for University policy on library provision in medicine, memoranda, and a breakdown of expenditure for school, institute and college libraries.</td>
<td>1988 May-November</td>
</tr>
<tr>
<td><strong>UoL/LR/1/131</strong></td>
<td>Bloomsbury Science Library Advisory Committee. Agenda and minutes with supporting paperwork including reports, rough notes, memoranda, financial information, a policy statement and correspondence.</td>
<td>1986-1988</td>
</tr>
<tr>
<td><strong>UoL/LR/1/132</strong></td>
<td>Standing Advisory Panel on Subject sub-Committees. Agenda and meeting reports with supporting paperwork including correspondence, memoranda and guidelines for the formation of subject committees.</td>
<td>1974-1975</td>
</tr>
</tbody>
</table>
UoL/LR/1/133  Standing Advisory Panel on Subject sub-Committees.  1976-1978
Agenda and meeting reports with supporting paperwork including correspondence, memoranda and details regarding the monitoring and promotion of subject sub-committees.

1 folder

UoL/LR/1/134  Standing Advisory Panel on Subject sub-Committees.  1979-1980
Agenda and meeting reports with supporting paperwork including lists of the members of various subject sub-committees, memoranda, correspondence, sub-committee annual reports and a copy of "SSC News and Notes" (No.4).

1 folder

UoL/LR/1/135  Standing Advisory Panel on Subject sub-Committees.  1981-1982
Agenda, meeting reports, a list of members of various sub-committees and copies of sub-committee annual reports.

1 folder

UoL/LR/1/136  Standing Advisory Panel on Subject sub-Committees.  1984
Agenda, meeting reports, sub-committee annual reports and lists of members of the advisory panel and various sub-committees.

1 folder

UoL/LR/1/137  Standing Advisory Panel on Subject sub-Committees.  1986
Agenda, meeting reports, sub-committee annual reports and lists of the chairmen, secretaries and members of various sub-committees.

1 folder

UoL/LR/1/138 Subject sub-Committee on Archaeology. 1978
October-1989
December
Minutes, agenda and memoranda.
1 folder

UoL/LR/1/139 Subject sub-Committee on Byzantine Studies. 1978
November-1990
November
Minutes, agenda, book lists and memoranda.
1 envelope

UoL/LR/1/140 Subject sub-Committee in Chemistry and Chemical Industries. 1975-1977
Minutes and agenda with supporting paperwork including details of increases in periodical subscriptions, reports and a programme and papers for the conference, "The Future Role of Computerised Information Services within the University of London" (25 January 1977),
1 folder

UoL/LR/1/141 Subject sub-Committee in Chemistry and Chemical Industries. 1978-1979
Agenda, minutes and details of subscriptions to periodicals and journals.
1 folder

UoL/LR/1/142 Subject sub-Committee in Chemistry and Chemical Industries. 1980-1981
Minutes, agenda, reports, details of periodical holdings, a copy of “Monographs published in the series in the field of chemistry: a select list of locations in libraries of the University of London” (1980), a list of databases and databanks in Chemistry and memoranda.

1 folder

**UoL/LR/1/143**  
**Subject sub-Committee in Chemistry and Chemical Industries.**  
1982-1984

Minutes, agenda, memoranda, lists of periodicals and journals, correspondence and reports including details of future arrangements for the University Library.

1 folder

**UoL/LR/1/144**  
**Subject sub-Committee in Chemistry and Chemical Industries.**  
1985-1986

Minutes, agenda, reports, lists of holdings, guidelines for subject committees and details of a seminar on chemical information.

1 folder

**UoL/LR/1/145**  
**Subject sub-Committee in Chemistry and Chemical Industries.**  
1987

Minutes and agenda with supporting paperwork including annual reports, correspondence, lists of periodical holdings and current subscriptions to chemistry periodicals in selected London libraries.

1 folder

**UoL/LR/1/146**  
**Subject sub-Committee in Chemistry and Chemical Industries.**  
1988-1989

Minutes, agenda, lists of periodical holdings, details of the new structure of the LRCC, correspondence and reports.

1 folder

**UoL/LR/1/147**  
**Subject sub-Committee in Chemistry and Chemical Industries.**  
1990-1991
Minutes, agenda, a list of suspended serials and periodical holdings, a copy of the British Library SRIS corporate plan (1991/92), reports, correspondence, a British Library press release (October 1990) and memoranda.

1 folder

**UoL/LR/1/148** Subject sub-Committee in Chemistry and Chemical Industries. 1992
Minutes, agenda, lists of periodical holdings, guides to library resources for chemistry in London, reports and correspondence.

1 folder

**UoL/LR/1/149** Subject sub-Committee in Chemistry and Chemical Industries. 1993-1995
Minutes and agenda with supporting paperwork including correspondence, reports, guides to library resources for chemistry in London and lists of periodical holdings.

1 folder

**UoL/LR/1/150** Classical Studies sub-Committee. 1978-1981
Minutes, agenda and details of periodicals and books.

1 folder

**UoL/LR/1/151** Classical Studies sub-Committee. 1982-1985
Minutes, agenda, details of periodicals and books and correspondence.

1 folder

**UoL/LR/1/152** Classical Studies sub-Committee. 1985-1990
Minutes, agenda, details of periodicals and books, correspondence and a promotional package for the "Patrologia Latina Database" (1992).

1 folder
UoL/LR/1/153  Subject sub-Committee in English.  1982-1983
Minutes, agenda, meeting notes, details of resources in college libraries, lists of periodicals, reports and correspondence.
1 folder

UoL/LR/1/154  Subject sub-Committee for Germanic Language and Literature.  1977-1987
Minutes, agenda, reports and memoranda. (There are no meeting papers for 1982).
1 folder

UoL/LR/1/155  Subject sub-Committee in Geography.  1978-1982
Minutes, agenda, correspondence, reports and details of serials and periodicals.
1 folder

UoL/LR/1/156  Subject sub-Committee in Geography.  1983-1989
Minutes, agenda, correspondence, details of periodicals and serials, a review of library services and memoranda.
1 folder

UoL/LR/1/157  Subject sub-Committee in History.  1978-1986
Minutes and agenda with supporting paperwork including correspondence, memoranda, annual reports and meeting notes.
1 folder

UoL/LR/1/158  Subject sub-Committee on the History of Art.  1978-1981
Minutes, agenda, details of periodicals and serials, memoranda and a guide to libraries holding art history books.
1 folder
<table>
<thead>
<tr>
<th>UoL/LR/1/159</th>
<th>Subject sub-Committee on the History of Art.</th>
<th>1982-1985</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Minutes and agenda with supporting paperwork including annual reports, a guide to libraries containing art history books, details of future arrangements for the University library and memoranda.</td>
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<thead>
<tr>
<th>UoL/LR/1/160</th>
<th>Subject sub-Committee on the History of Art.</th>
<th>1986-1989</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Minutes and agenda with supporting paperwork including the names of members of the sub-committee, a guide to libraries holding history of art books and memoranda.</td>
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<thead>
<tr>
<th>UoL/LR/1/161</th>
<th>Subject sub-Committee in History of Science and Technology and Philosophy of Science.</th>
<th>1982-1985</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Minutes, agenda, memoranda, guidelines for subject sub-committees, correspondence, discussion papers and details of library resources.</td>
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<tr>
<th>UoL/LR/1/162</th>
<th>Subject sub-Committee in History of Science and Technology and Philosophy of Science.</th>
<th>1986-1988</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Minutes, agenda, memoranda, a report by the University Grants Committee Working Party on the History and Philosophy of Science and details of library resources.</td>
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<tr>
<th>UoL/LR/1/163</th>
<th>Latin American Subject sub-Committee.</th>
<th>1979-1981</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Minutes, agenda, reports, questionnaire statistics, memoranda, notes on user education and reports from seminars in Albuquerque, Pasadena and Los Angeles about the acquisition of Latin American library materials.</td>
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<tr>
<th>UoL/LR/1/164</th>
<th>Latin American Subject sub-Committee.</th>
<th>1982-1985</th>
</tr>
</thead>
</table>
Minutes, agenda, guidelines for subject committees, annual reports, a guide to library resources in London and reports on a visit to Panama, Nicaragua and Costa Rica and a seminar in Washington D.C on the acquisition of Latin American library materials.

1 folder

UoL/LR/1/165 Latin American Subject sub-Committee. 1986-1988
Minutes, agenda, annual reports and an analysis of the replies to a questionnaire for academic staff.

1 folder

UoL/LR/1/166 Law Subject sub-Committee. 1979-1981
Minutes and agenda with supporting paperwork including reports, memoranda, a directory of the holdings of legal libraries in the University and other institutions, correspondence and recommendations of the sub-committee on Co-operative Acquisitions Policy.

1 folder

UoL/LR/1/167 Law Subject sub-Committee. 1982-1987
Minutes and agenda with supporting paperwork including correspondence, a report on future cooperation in library provision for law, memoranda, a copy of the "Report of the British Library Working Party on Provision for Law" and a discussion paper on library provision of socialist legal systems.

1 folder

UoL/LR/1/168 Linguistics Subject sub-Committee. 1978-1988
Minutes, agenda, memoranda and reports.

1 folder

UoL/LR/1/169 Subject sub-Committee in Medicine. 1976-1983
Minutes and agenda with supporting paperwork including reports, memoranda, correspondence and details of periodicals and journals and of the provision and use of medical literature in the UK.

1 folder

**UoL/LR/1/170  Subject sub-Committee Medicine.  1984-1985**
Minutes, agenda, a copy of the "Subject Specialization Scheme in Medicine", correspondence and memoranda.

1 folder

**UoL/LR/1/171  Subject sub-Committee in Medicine.  1986-1987**
Minutes and agenda with supporting paperwork including applications for purchase from the Central Book Fund, details of a seminar "An Introduction to the Literature of Orthopaedics and Rheumatology", reports from the Medicine Working Party, annual reports, memoranda, correspondence and lists of serials.

1 folder

**UoL/LR/1/172  Subject sub-Committee in Medicine.  1988-1989**
Minutes, agenda, correspondence, a report from the Working Party on the Rationalisation of Medicine in Libraries in Bloomsbury, annual reports and a summary of the report on the future structure and activities of the LRCC.

1 folder

**UoL/LR/1/173  Subject sub-Committee in Nutrition and Food Science.  1979-1991**
Minutes, agenda, annual reports, details of sub committee members, correspondence, a summary of a report on the future structure and activities of the LRCC, memoranda and a list of serials and journals with their locations.

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<table>
<thead>
<tr>
<th>UoL/LR/1/174</th>
<th>Philosophy Subject sub-Committee.</th>
<th>1977-1985</th>
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<tbody>
<tr>
<td></td>
<td>Minutes and agenda with supporting paperwork including correspondence, memoranda, details of sub-committee members and serial, periodical and journal titles.</td>
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<th>UoL/LR/1/175</th>
<th>Philosophy Subject sub-Committee.</th>
<th>1986-1989</th>
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<tr>
<td></td>
<td>Minutes and agenda with supporting paperwork including correspondence, annual reports, memoranda and a review of philosophy as a subject.</td>
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<tr>
<th>UoL/LR/1/176</th>
<th>Subject sub-Committee in Psychology.</th>
<th>1978-1989</th>
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<tbody>
<tr>
<td></td>
<td>Minutes and agenda with supporting paperwork including reports, correspondence, memoranda, a review of library services and details of subject publications.</td>
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<tr>
<th>UoL/LR/1/177</th>
<th>Subject sub-Committee in Romance Languages and Literatures.</th>
<th>1981-1984</th>
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<tr>
<td></td>
<td>Minutes, agenda, correspondence and reports.</td>
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<tr>
<th>UoL/LR/1/178</th>
<th>Subject sub-Committee in Scandinavian Studies.</th>
<th>1982-1984</th>
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<tr>
<th>UoL/LR/1/179</th>
<th>Subject sub-Committee for Slavonic and East European Studies.</th>
<th>1978-1988</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Minutes, agenda, annual reports and a report by the Librarian for the School of Slavonic and East European Studies.</td>
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<tr>
<td>UoL/LR/1/180</td>
<td>Subject sub-Committee in Theology.</td>
<td>1977-1987</td>
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<tr>
<td>UoL/LR/1/181</td>
<td>War Studies Subject sub-Committee.</td>
<td>1981-1982</td>
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<tr>
<td>UoL/LR/1/182</td>
<td>Library Committee Standing sub-Committee.</td>
<td>1973-1975</td>
</tr>
<tr>
<td>UoL/LR/1/183</td>
<td>Sub-Committee on Services Management.</td>
<td>1989-1990</td>
</tr>
<tr>
<td>UoL/LR/1/184</td>
<td>Resources Allocation Group.</td>
<td>1986-1988</td>
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</tbody>
</table>
Agenda, meeting reports, correspondence, rough notes, memoranda, reports, details of a data conversion project and copies of annual accounts.

1 folder

**UoL/LR/1/186**  
LRCC/Lambeth Palace Library Committee  
Joint Working Party on Co-operation.  
1979-1983

Minutes and agenda with supporting paperwork including correspondence, meeting notes, memoranda, lists of meeting attendees and details of the resources and facilities of Lambeth Palace and of their collections.

1 folder

**UoL/LR/1/187**  
Working Party on Charges.  
1989-1992

Minutes, agenda and meeting notes with supporting paperwork including correspondence, memoranda, financial information, the results of a University Library survey and details of charges in other libraries.

1 folder

**UoL/LR/1/188**  
Ryan Working Party on the Future of the University of London Library.  
1987-1988

Meeting notes, correspondence, details of the restructuring of Library staff and salaries, a copy of the "Report to the Secretary of State on Universities' Responses to the Jarratt Report" (July 1987) and a briefing document on Central Library Services in the University.

1 folder

**UoL/LR/1/189**  
Cataloguers' Working Party.  
1976  
February-June

Meeting reports, agenda, memoranda, extracts of catalogues and cataloguing codes and a copy of Birmingham Libraries Co-operative Mechanisation Project Research and Development Programme.

1 folder
UoL/LR/1/190  Cataloguers’ Working Party.  1976 July-1977 August

Meeting reports, agenda, examples of catalogue layouts and author entries, memoranda and a copy of Information Bulletin No.13.

1 folder

UoL/LR/1/191  Friends of the University of London Library.  1987

Minutes and agenda for the Advisory Group and the Working Party to establish the Friends of the University of London Library, correspondence, memoranda, details about the Library and the aims of the group, Information Bulletins, reports, meeting notes and membership forms.

1 folder

UoL/LR/1/192  Friends of the University of London Library.  1988-1989

Minutes and agenda for Committee meetings, Annual General Meetings and the Working Party; a description of the Carlton Shorthand collection; financial reports; memoranda; details of committee members; correspondence; a factsheet and details of a proposed management scheme and the official launch.

1 folder

UoL/LR/1/193  Friends of the University of London Library.  1990-1992

Minutes and agenda for Committee and Annual General Meetings, financial balance sheets, the Chairman's report (November 1990) and details for the election of offices and committee members.

1 folder
**UoL/LR/1/194**  
**Friends of the University of London Library.**  
1993-1996  
Minutes and agenda for Committee and Annual General Meetings, details for the election of offices and committee members, financial balance sheets and correspondence.

1 folder

**UoL/LR/1/195**  
**Steering Group for the Senate Votes.**  
1985 July  
Minutes and agenda with supporting paperwork including a background paper on Senate Votes; financial information including details of expenditure; memoranda and correspondence.

1 folder

**UoL/LR/1/196**  
**Steering Group for the Senate Votes.**  
1985 September-October  
Minutes, agenda, correspondence and reports by various colleges, schools and institutes.

1 folder

**UoL/LR/1/197**  
**Steering Group for the Senate Votes.**  
1985 November-December  
Minutes, agenda, correspondence, reports by various colleges, schools and institutes and financial information.

1 folder

**UoL/LR/1/198**  
**Steering Group for the Senate Votes.**  
1986 January-February  
Minutes, agenda, correspondence, reports by various colleges, schools and institutes, memoranda, financial information, press releases and a meeting programme for 1986.

1 folder

**UoL/LR/1/199**  
**Steering Group for the Senate Votes.**  
1986 March
Minutes, agenda, correspondence, reports by various colleges, schools and institutes and memoranda.

1 folder

<table>
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<th>UoL/LR/1/200</th>
<th>Steering Group for the Senate Votes.</th>
<th>1986 April-December</th>
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<th>University Library Review Group.</th>
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<td>Agenda, meeting notes, terms of reference, reports including a copy of &quot;Value for Money Study of the University of London Library&quot; by Touche Ross Management Consultants and a strategic plan for 1994-96.</td>
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<th>Central Library Services Annual Reports.</th>
<th>1973-1983</th>
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<td>Nine annual reports.</td>
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<th>Central Library Services Annual Reports.</th>
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<th>UoL/LR/2/4</th>
<th>&quot;Interlibrary Loan Practice in the University of London: A Report&quot; Parts 1 &amp; 2.</th>
<th>1979</th>
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</table>
A volume containing details of payments, batch numbers and account codes.

1 volume

<table>
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<tr>
<th>UoL/LR/3/2</th>
<th><strong>Library Resources Co-ordinating Committee.</strong></th>
<th>1984</th>
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<td></td>
<td>Correspondence and memoranda between the LRCC and various colleges and institutions including Guy's Hospital, the Royal Veterinary College, SOAS, The Royal Free Hospital, University College, Bedford College, the British Library, NALGO, AUT, Queen Mary College, St Bartholomew's Hospital and the London School of Hygiene and Tropical Medicine.</td>
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<th><strong>Library Resources Co-ordinating Committee.</strong></th>
<th>1992-1993</th>
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<td>Memoranda and correspondence between the LRCC and various colleges and institutions of the University of London.</td>
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<th>1975-1976</th>
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<td>Memoranda and correspondence between the LRCC Chemistry sub-Committee and Departments of Chemistry in various colleges and organisations regarding resources and teaching.</td>
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<th><strong>Chemistry sub-Committee.</strong></th>
<th>1980-1981</th>
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</table>
Correspondence and memoranda between the LRCC Chemistry sub-Committee and Departments of Chemistry in various colleges and organisations regarding library resources and teaching.

1 folder

UoL/LR/3/7 Chemistry sub-Committee. 1982-1983
Correspondence and memoranda between the LRCC Chemistry sub-Committee and Departments of Chemistry in various colleges and organisations regarding library resources and teaching.

1 folder

Correspondence and memoranda between the LRCC Chemistry sub-Committee and Departments of Chemistry in various colleges and organisations regarding library resources and teaching.

1 folder

UoL/LR/3/9 Central Information Services. 1974-1979
Correspondence and memoranda including those regarding computerised educational systems, on-line search projects, staff training, digitisation and audio visual projects.

1 folder

UoL/LR/3/10 Central Information Services. 1980-1982
Correspondence and memoranda including those regarding computer systems, the "Educom Project", finance and funding, the organisation of computer information services and staff appointments.

1 folder

Memoranda including those regarding record storage issues, transferring records, filing backlogs, Senate House holdings, reviewing and managing records and grant applications.

1 folder

**UoL/LR/3/12 Slides Accessions Committee.** 1968-1987
Correspondence, memoranda and reports including those regarding the continued provision of a Slide Library, the University Library slide collection and its future and details of professional standards for slide librarians.

1 folder

**UoL/LR/3/13 Preservation and Conservation.** 1985
Memoranda, correspondence and guidance notes regarding conservation and preservation issues.

1 folder

**UoL/LR/3/14 Working Party on Rationalisation of Library Resources in Bloomsbury.** 1982
Correspondence and memoranda between the working party and various libraries in the Bloomsbury area regarding the rationalisation of collections.

1 folder

**UoL/LR/3/15 Working Party on Rationalisation of Library Resources in Bloomsbury.** 1983
Correspondence and memoranda between the working party and various libraries in the Bloomsbury area regarding rationalisation of collections.

1 folder

1 booklet

**UoL/LR/4/2**  Instructions to Depositing Libraries.  1979

1 booklet

**UoL/LR/4/3**  Guide to Research Collections in Bloomsbury Libraries in the University of London.  1984

1 booklet

**UoL/LR/4/4**  Brief Guide to Resources in Slavonic and East European Studies.  1979

1 booklet

**UoL/LR/4/5**  Guide to Admissions to Libraries in the University of London.  1975-1985
Seven booklets.

1 envelope

**UoL/LR/4/6**  LRCC Vade Mecum.  1991 June

1 booklet

**UoL/LR/4/7**  Joint Acquisitions Profiles.  undated
Acquisition profiles for Archaeology; Classics; Commonwealth Studies; English; Germanic Languages and Literatures; Geography; History; History of Science; History of Art, Fine Arts; Linguistics; Languages and Literatures, Modern; Palaeography; Music; Philosophy and Romance Languages.
2 guides for students.

UoL/LR/4/9 Current Holdings of Linguistics Periodicals in the Libraries of the University of London and Other London Institutions. 1982
1 booklet

1 envelope

UoL/LR/4/11 Serials List in Nutrition and Food Science. c1985
Two booklets.
1 envelope

UoL/LR/4/12 Directory of Holdings of the Legal Libraries of the University of London and Other Institutions. 1980
1 booklet

UoL/LR/5/1 Libraries Bulletin (Nos.1-17). 1974
October-1979
December
1 envelope

**UoL/LR/5/2 Libraries Bulletin (Nos.18-32).**
1980
January-1984
December

1 envelope

**UoL/LR/5/3 Libraries Bulletin (Nos.33-43).**
1985
January-1988 June

(Bulletin No.35 is missing).

1 envelope

**UoL/LR/5/4 Libraries Purchasing Group Newsletter (Nos.1-6).**
1979 June-1981
September

1 folder

**UoL/LR/5/5 "Catalyst" University of London Shared Cataloguing System.**
1980
August-1985 June


1 folder

**UoL/LR/5/6 Cataloguing Co-ordinator's Newsletter (Nos.1-3).**
1977

1 folder

**UoL/LR/6/1 "Library Co-operation at a Time of Financial Constraints" by Kenneth Garside.**
1981
| UoL/LR/6/2 | "Unexpected Collections at Lambeth Palace Library" by E.G.W. Bill. | 1982 |
| UoL/LR/6/3 | "The Ark and The Deluge" by D.J. Foskett. | 1983 |
| UoL/LR/6/4 | "Information Provision - Past and Future" by Brian Vickery. | 1985 |
| UoL/LR/6/5 | "National Library Resources - Prospects for Partnership" by Royston Brown. | 1986 |
| UoL/LR/6/6 | "Living with Books" by Joseph W. Scott. | 1987 |
| UoL/LR/6/7 | "Libraries in Support of Scholarly Communications in the Humanities" by Alexander Wilson. | 1987 |
by Maurice B. Line.

1 booklet


1 handbook

UoL/LR/6/10 Interlibrary Loan Seminar.  1979

Copies of the papers presented at the seminar.

1 booklet

UoL/LR/6/11 Central Information Services Activities.  1985

Handouts relating to a seminar on the groups activities including research and software development, training and consultancy.

1 folder
UoL/ME University of London Military Education Committee and Officer Training Corps 1908-1997

The collection comprises minutes and meeting papers for the Military Education Committee and its sub-Committees and for meetings of the Conference of Representatives of the Universities and Colleges providing contingents for the OTC and the Military Boards of London, Oxford and Cambridge Universities; enrolment forms and index cards with details of members of the OTC (SOME ARE CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT); Military Education Committee annual reports; correspondence with various organisations including the War Office, the University Air Squadron and Wycombe Council regarding Great Kimble Camp; copies of OTC contingent orders; Rolls of the Fallen and of War Service; photographs; administrative papers and publicity items including notices of lectures and a scrapbook containing press cuttings, information leaflets and official programmes (THIS ITEM IS CURRENTLY WITH THE DEPOSITOR).

4 boxes, 201 folders, 29 volumes, 4 envelopes, 2 albums and 1 scrapbook

UoL/ME/1/1 Military Education Committee. 1908
December-1911
February

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/1).

1 volume

UoL/ME/1/2 Military Education Committee. 1911
October-1914 June

Minutes with supporting paperwork for meetings of the Military Education Committee. (Previous ref ME1/1/2).

1 volume

UoL/ME/1/3 Military Education Committee. 1914
October-
Minutes with supporting paperwork for meetings of the Military Education Committee. (Previous ref ME/1/1/3).

1 volume

**UoL/ME/1/4** Military Education Committee. 1917

Minutes with supporting paperwork for meetings of the Military Education Committee. (Previous ref ME1/1/4).

1 volume

**UoL/ME/1/5** Military Education Committee. 1919

Minutes with supporting paperwork for meetings of the Military Education Committee. (Previous ref ME1/1/5).

1 volume

**UoL/ME/1/6** Military Education Committee. 1921

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/6).

1 volume

**UoL/ME/1/7** Military Education Committee. 1923

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/7).

1 volume

**UoL/ME/1/8** Military Education Committee. 1925

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/8).

1 volume
Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/8).

1 volume

**UoL/ME/1/9** Military Education Committee. 1927 June

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/9).

1 volume

**UoL/ME/1/10** Military Education Committee. 1927 October-1929 June

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/10).

1 volume

**UoL/ME/1/11** Military Education Committee. 1929 October-1931 June

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/11).

1 volume

**UoL/ME/1/12** Military Education Committee. 1931 October-1933 June

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/12).

1 volume

**UoL/ME/1/13** Military Education Committee. 1933 October-1935 June

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/12).

1 volume
Minutes with supporting paperwork and an index for meetings of the Military Education Committee. 
(Previous ref ME1/1/13).

1 volume

**UoL/ME/1/14** Military Education Committee. 1937 October-1938 June

Minutes with supporting paperwork for meetings of the Military Education Committee. (Previous ref ME1/1/14).

1 volume

**UoL/ME/1/15** Military Education Committee. 1938 October-1939 June

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/15).

1 volume

**UoL/ME/1/16** Military Education Committee. 1942 December-1947 June

Minutes with supporting paperwork and an index for meetings of the Military Education Committee. (Previous ref ME1/1/16).

1 volume

**UoL/ME/1/17** Military Education Committee. 1947 September-1954 November

Minutes with supporting paperwork for meetings of the Military Education Committee. (Previous ref ME1/1/17).

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<table>
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Military Education Committee.

Minutes and agenda with supporting paperwork for meetings of the Military Education Committee. (Previous ref ME1/1/25).

1 volume

Military Education Committee Finance and General Purposes sub-Committee.

Minutes and agenda with supporting paperwork for meetings of the Finance and General Purposes sub-Committee. (Previous ref ME1/2).

1 folder

Military Education Committee sub-Committee for Accommodation and War Memorial.

Minutes with supporting paperwork, including details of subscribers and the unveiling ceremony, for meetings of the Accommodation and War Memorial sub-Committee. (Previous ref ME1/4).

1 folder

OTC Conference and Meeting Representatives.

Names and an agenda for a conference of "Representatives of the Universities and Colleges Providing Contingents of the Senior Division of the Officers Training Corps" and minutes of a meeting of "Representatives of the Military Delegacy, Oxford University, The Board of Military Studies, Cambridge University and the University of London Military Education Committee".

1 folder

University of London Contingent Officers and Cadets.

1909 June 26
Details of officers and cadets in Company's "A"-"F" of the Infantry Unit, Sections "A"-"B" of the Medical Unit and the Engineers Company. (Previous ref ME2/4).

1 folder

**UoL/ME/2/2 Officer Training Corps New Members.** 1919-1931
Lists of new members of the ULOTC.

1 folder

**UoL/ME/2/3 Adjutants, Regimental Sergeant Majors and Sergeant Majors.** 1909-1987
Names of those holding the posts in the ULOTC.

1 folder

**UoL/ME/2/4 ULOTC Members Inaugural Year.** 1909
Name, date of birth, place of birth, corps number, sub unit, college and course information about each member and details of paperwork held in personal folders.

1 volume

**UoL/ME/2/5 Forms of Contract (A).** 1909
Contract and enrolment forms some with additional letters and memoranda for the ULOTC. (Previous ref ME2/9/1).

1 folder

**UoL/ME/2/6 Forms of Contract (B).** 1909
Forms of contract and enrolment some with additional letters, memoranda and forms for re-engagement for the ULOTC. (Previous ref ME2/9/1).

1 folder
Roll of War Service 1914-1919 1921
Roll of war service of the University of London Officers Training Corps. Published by the Military Education Committee (371 pages).

1 volume

Forms of Contract (C). 1909
Forms of contract and enrolment some with additional letters, memoranda and re-engagement forms for the ULOTC. (Previous ref ME2/9/1).

1 folder

Forms of Contract (D-E). 1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).

1 folder

Forms of Contract (F). 1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).

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Forms of Contract (G). 1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).

1 folder

Forms of Contract (H). 1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).
UoL/ME/2/12 Forms of Contract (I-K).  1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).
1 folder

UoL/ME/2/13 Forms of Contract (L).  1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).
1 folder

UoL/ME/2/14 Forms of Contract (Ma-Mc).  1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).
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UoL/ME/2/15 Forms of Contract (Md-Mz).  1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).
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UoL/ME/2/16 Forms of Contract (N-O).  1909
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UoL/ME/2/22 Forms of Contract (Wa-Wh). 1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).
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UoL/ME/2/23 Forms of Contract (Wi-Z). 1909
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/1).
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UoL/ME/2/24 Forms of Contract (A-B). 1910
Forms of contract and enrolment some with supporting letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/2).
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UoL/ME/2/25 Forms of Contract (C-D). 1910
Forms of contract and enrolment some with additional letters, memoranda and forms for re-engagement for the ULOTC. (Previous ref ME2/9/2).
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UoL/ME/2/26 Forms of Contract (E-G). 1910
Forms of contract and enrolment some with additional letters, memoranda and forms for re-engagement for the ULOTC. (Previous ref ME2/9/2).
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**UoL/ME/2/27**  Forms of Contract (H-I).
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Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/2).
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**UoL/ME/2/28**  Forms of Contract (J-K).
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Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/2).
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**UoL/ME/2/29**  Forms of Contract (L-M).
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Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/2).
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**UoL/ME/2/30**  Forms of Contract (N-R).
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**UoL/ME/2/31**  Forms of Contract (S-Z).
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UoL/ME/2/37  Forms of Contract (O-P).
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UoL/ME/2/38  Forms of Contract (Q-R).
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UoL/ME/2/39  Forms of Contract (S).
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UoL/ME/2/40  Forms of Contract (T-Z).
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UoL/ME/2/41  Forms of Contract (A-E).
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UoL/ME/2/48  Forms of Contract (D-G).  1913
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/5).
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UoL/ME/2/49  Forms of Contract (H-O).  1913
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UoL/ME/2/50  Forms of Contract (P-S).  1913
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/5).
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UoL/ME/2/51  Forms of Contract (T-Z).  1913
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**UoL/ME/2/52** Forms of Contract (A). 1914
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/6).

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**UoL/ME/2/53** Forms of Contract (Ba-Be). 1914
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/6).

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**UoL/ME/2/54** Forms of Contract (Bf-Bz). 1914
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/6).

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**UoL/ME/2/55** Forms of Contract (C). 1914
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/6).

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**UoL/ME/2/56** Forms of Contract (D-E). 1914
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UoL/ME/2/57  Forms of Contract (F-G).
1914
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UoL/ME/2/58  Forms of Contract (H).
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UoL/ME/2/59  Forms of Contract (J-K).
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UoL/ME/2/60  Forms of Contract (L).
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UoL/ME/2/61  Forms of Contract (M-O).
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<td>Forms of Contract (Wb-Z).</td>
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UoL/ME/2/73  Forms of Contract (M-N).
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UoL/ME/2/74  Forms of Contract (O-R).
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UoL/ME/2/75  Forms of Contract (S).
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UoL/ME/2/76  Forms of Contract (T-V).
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UoL/ME/2/77  Forms of Contract (W-Z).  1915
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UoL/ME/2/78  Forms of Contract (A-C).  1916
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UoL/ME/2/79  Forms of Contract (D-F).  1916
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UoL/ME/2/80  Forms of Contract (G).  1916
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UoL/ME/2/81  Forms of Contract (H).  1916
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UoL/ME/2/82  Forms of Contract (I-L).  1916
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UoL/ME/2/83  Forms of Contract (M-P).  1916
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UoL/ME/2/84  Forms of Contract (R-S).  1916
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UoL/ME/2/85  Forms of Contract (T-Z).  1916
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UoL/ME/2/86  Forms of Contract (A-C).  1917
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UoL/ME/2/93  Forms of Contract (C-F).  1918
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UoL/ME/2/94  Forms of Contract (G-H).  1918
Forms of contract and enrolment some with letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/10).
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UoL/ME/2/95  Forms of Contract (J-O).  1918
Forms of contract and enrolment some with letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/10).
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UoL/ME/2/96  Forms of Contract (P-R).  1918
Forms of contract and enrolment some with letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/10).
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UoL/ME/2/97  Forms of Contract (S).  1918
Forms of contract and enrolment some with letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/10).

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UoL/ME/2/98  Forms of Contract (T-Z).

Forms of contract and enrolment some with letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/10).

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Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/11).

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UoL/ME/2/100  Forms of Contract (A-Z).

Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/12).

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UoL/ME/2/101  Forms of Contract (A-Z).

Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/13).

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UoL/ME/2/102  Forms of Contract (A-H).

Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/14).

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<td>UoL/ME/2/104</td>
<td><strong>Forms of Contract (A-L).</strong></td>
<td>1923</td>
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<td>Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/15).</td>
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<td><strong>Forms of Contract (M-Z).</strong></td>
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<td><strong>Forms of Contract (M-Z).</strong></td>
<td>1924</td>
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UoL/ME/2/108  Forms of Contract (A-O).
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/17).
1 folder

UoL/ME/2/109  Forms of Contract (P-Z).
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/17).
1 folder

UoL/ME/2/110  Forms of Contract (A-Z).
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/18).
1 folder

UoL/ME/2/111  Forms of Contract (A-Z).
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/19). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/112  Forms of Contract (A-Z).
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/20). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

**UoL/ME/2/113** Forms of Contract (A-Z). 1929
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/21). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/114** Forms of Contract (A-R). 1930
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/22). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/115** Forms of Contract (S-Z). 1930
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/22). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/116** Forms of Contract (A-F). 1931
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/23). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/117** Forms of Contract (G-Q). 1931
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/23). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/118** Forms of Contract (R-Z). 1931
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/23). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/119** Forms of Contract (A-H). 1932
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/24). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/120** Forms of Contract (I-Z). 1932
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/24). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/121** Forms of Contract (A-M). 1933
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/25). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder
UoL/ME/2/122 Forms of Contract (N-Z). 1933
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/25). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/123 Forms of Contract (A-G). 1934
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/26). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/124 Forms of Contract (H-R). 1934
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/26). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/125 Forms of Contract (S-Z). 1934
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/26). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/126 Forms of Contract (A-K). 1935
Forms of contract and enrolment some with additional letters, memoranda and forms of re-engagement for the ULOTC. (Previous ref ME2/9/27). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder
UoL/ME/2/127  Forms of Contract (L-Z).  1935
Forms of contract and enrolment some with additional letters, memoranda and forms of re-employment for the ULOTC. (Previous ref ME2/9/27). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/128  Forms of Contract (A-Z).  1936
Forms of contract and enrolment some with additional letters, memoranda and forms of re-employment for the ULOTC. (Previous ref ME2/9/28). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/129  Forms of Contract (A-Z).  1937
Forms of contract and enrolment some with additional letters, memoranda and forms of re-employment for the ULOTC. (Previous ref ME2/9/29). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/130  Forms of Contract (A-Z).  1938
Forms of contract and enrolment some with additional letters, memoranda and forms of re-employment for the ULOTC. (Previous ref ME2/9/30). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/131  Forms of Contract (A-Z).  1939
Forms of contract and enrolment some with additional letters, memoranda and forms of re-employment for the ULOTC. (Previous ref ME2/9/31). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder
UoL/ME/2/132  Forms of Enrolment (A-E).  1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/133  Forms of Enrolment (F-G).  1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/134  Forms of Enrolment (H-K).  1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/135  Forms of Enrolment (L).  1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/136  Forms of Enrolment (Ma-Mi).  1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/137** Forms of Enrolment (Mj-Mz). 1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/138** Forms of Enrolment (N-O). 1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/139** Forms of Enrolment (P-Q). 1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/140** Forms of Enrolment (Ra-Ri). 1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder
UoL/ME/2/141  Forms of Enrolment (Rj-Rz).  1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/142  Forms of Enrolment (Sa-Sm).  1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/143  Forms of Enrolment (Sn-Z).  1943
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/32). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/144  Forms of Enrolment (A-B).  1944
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/33). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/145  Forms of Enrolment (C-F).  1944
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/33). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder
UoL/ME/2/146  Forms of Enrolment (G-J).  1944
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/33). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/147  Forms of Enrolment (K-M).  1944
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/33). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/148  Forms of Enrolment (N-Q).  1944
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/33). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/149  Forms of Enrolment (R).  1944
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/33). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
1 folder

UoL/ME/2/150  Forms of Enrolment (S).  1944
Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/33). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.
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Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/34). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/156** Forms of Enrolment (K-Q).

Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/34). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/157** Forms of Enrolment (R-S).

Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/34). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/158** Forms of Enrolment (T-Z).

Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/34). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

1 folder

**UoL/ME/2/159** Forms of Enrolment (A-Z).

Enrolment and medical examination forms for the University of London Senior Training Corps, some with additional letters and memoranda. (Previous ref ME2/9/35). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.

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<th>UoL/ME/2/160</th>
<th>Officer Training Corps Index Cards (A-G).</th>
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<td>Index cards for officers and cadets of the Officer Training Corps containing personal details, date of resignation and in some cases date of death. (Previous ref ME2/10). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.</td>
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<th>UoL/ME/2/161</th>
<th>Officer Training Corps Index Cards (H-L).</th>
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<th>UoL/ME/2/162</th>
<th>Officer Training Corps Index Cards (M-Q).</th>
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<td>Index cards for officers and cadets of the Officer Training Corps containing personal details, date of resignation and in some cases date of death. (Previous ref ME2/10). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.</td>
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<th>UoL/ME/2/163</th>
<th>Officer Training Corps Index Cards (R-Z).</th>
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<td>Index cards for officers and cadets of the Officer Training Corps containing personal details, date of resignation and in some cases date of death. (Previous ref ME2/10). CLOSED IN ACCORDANCE WITH THE DATA PROTECTION ACT.</td>
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<tr>
<th>UoL/ME/2/164</th>
<th>Territorial Army Appointment Certificates.</th>
<th>1939</th>
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</table>
Certi
ficates for cadets appointed as officers into the Territorial Army.

1 folder

UoL/ME/3  Annual Reports.  1909-1961
A bound volume of annual reports by the Military Education Committee including details of committee members, commissioned cadets, results of examinations and reports of activities undertaken by the Officer Training Corps. (Previous ref ME1/3).

1 volume

UoL/ME/4/1  Membership Correspondence.  1949-1951
Letters regarding membership of the Military Education Committee and extracts from minutes containing the names of Committee members and terms of reference. (Previous ref ME2/1/1).

1 folder

UoL/ME/4/2  Membership Correspondence.  1952-1954
Letters regarding membership of the Military Education Committee and extracts from minutes containing the names of Committee members and terms of reference. (Previous ref ME2/1/1).

1 folder

UoL/ME/4/3  Membership Correspondence.  1955-1958
Letters regarding membership of the Military Education Committee and extracts from minutes containing the names of Committee members and terms of reference. (Previous ref ME2/1/1).

1 folder

UoL/ME/4/4  Membership Correspondence.  1959-1962
Letters regarding membership of the Military Education Committee and extracts from minutes containing the names of Committee members and terms of reference. (Previous ref ME2/1/1).
UoL/ME/4/5  **Membership Correspondence.**  1963-1964
Letters regarding membership of the Military Education Committee and extracts from minutes containing the names of Committee members and terms of reference. (Previous ref ME2/1/1).

1 folder

UoL/ME/4/6  **Membership Correspondence.**  1965-1969
Letters regarding membership of the Military Education Committee and extracts from minutes containing the names of Committee members and terms of reference. (Previous ref ME2/1/1).

1 folder

UoL/ME/4/7  **Membership Correspondence.**  1970-1975
Letters regarding membership of the Military Education Committee and extracts from minutes containing the names of Committee members and terms of reference. (Previous ref ME2/1/1).

1 folder

UoL/ME/4/8  **Membership Correspondence.**  1976-1977
Letters regarding membership of the Military Education Committee and extracts from minutes containing the names of Committee members and terms of reference. (Previous ref ME2/1/1).

1 folder

UoL/ME/4/9  **General Policy.**  1950-1964
Letters regarding policy and regulations of the Military Education Committee and details of future Committee meetings. (Previous ref ME2/1/2).

1 folder
UoL/ME/4/10  University of London Air Squadron.  1950-1968
Letters regarding the University of London Air Squadron including copies of minutes of meetings of the Military Education Committee. (Previous ref ME2/1/3).

1 folder

UoL/ME/4/11  Great Kimble Firing Range.  1919-1920
Correspondence between the University and the War Office regarding the purchase of land for a Standing Camp.

1 folder

UoL/ME/4/12  Great Kimble Rifle Range.  1927-1928
Correspondence between the University and the War Office regarding an increase in accommodation at the firing range and a copy of the Conveyance of Freehold between the 7th Earl of Buckinghamshire and the University.

1 folder

UoL/ME/4/13  Great Kimble Standing Camp.  1932-1933
Correspondence with Wycombe Council regarding issues such as planning permission, zoning, maintenance and repairs to the Standing Camp and surrounding area.

1 folder

UoL/ME/4/14  Great Kimble Standing Camp.  1934
Correspondence with Wycombe Council regarding issues such as planning permission, zoning, maintenance and repairs to the Standing Camp and surrounding area.

1 folder

UoL/ME/4/15  Great Kimble Standing Camp.  1936
Correspondence with Wycombe Council and Wycombe and Marlow Planning Committee regarding issues such as planning permission, zoning, maintenance and repairs to the Standing Camp and surrounding area.

1 folder

**UoL/ME/4/16 Great Kimble Camp. 1953-1962**
Correspondence between the University of London and various estate agents and building contractors regarding Great Kimble Camp. (Previous ref ME2/1/4).

1 folder

**UoL/ME/4/17 Great Kimble Camp. 1963-1964**
Correspondence with The Chiltern Hills & District Rabbit Clearance Society Limited and the Inland Revenue and copies of an Ordnance Survey map of the area. (Previous ref ME2/1/4).

1 folder

**UoL/ME/4/18 Great Kimble Camp. 1965-1968**
Correspondence regarding Great Kimble firing range. (Previous ref ME2/1/4).

1 folder

**UoL/ME/4/19 The Future of the OTC. 1958-1969**
Letters regarding the future of the OTC including copies of meeting minutes. (Previous ref ME2/1/5).

1 folder

**UoL/ME/4/20 Formation of the Officer Training Corps. 1908**
A letter, an invitation and a list of attendees for a conference regarding the formation of the University of London Officer Training Corps.

1 folder
A letter, with appendices, from the War Office regarding OTC members accepting commissions into the Regular Army, the Special Reserve and the Territorial Force.

1 folder

Correspondence, some with attachments, including details of Freshers Week, University of London Air Squadron selection boards, investments held on behalf of the OTC and arranging visits to military establishments. (Previous ref ME2/2).

1 folder

Correspondence, some with attachments, including details of an extension to the contract of the officer commanding the OTC, social events, visits, lectures and conferences. (Previous ref ME2/2).

1 folder

Letters and memoranda regarding medical issues and the payment of fines.

1 folder

1 volume

1912-1915
UoL/ME/5/3  Contingent Orders.  1920
            October-  
            1924 July

1 volume

UoL/ME/5/4  Contingent Orders.  1924
            October-  
            1928 July

1 volume

UoL/ME/5/5  Contingent Orders.  1928
            October-  
            1932 June

1 volume

UoL/ME/5/6  Contingent Orders.  1932
            October-  
            1936 July

1 volume

UoL/ME/5/7  Contingent Orders.  1946
            Contingent Orders for March/November/December.

1 folder

UoL/ME/5/8  Contingent Orders.  1947
Contingent orders for January-June with a supporting memoranda and minutes for a meeting of the Military Education Committee, Oxford University Military Delegacy and Cambridge University Board of Military Studies (March 1947).

1 folder

**UoL/ME/5/9** Contingent Orders. 1954
Contingent orders Nos. 1-25.
1 folder

**UoL/ME/6/1** Roll of the Fallen. 1914-1919
Details of those who fell during the First World War. (Previous ref ME2/6/1).
1 volume

**UoL/ME/6/2** Roll of War Service. 1914-1919
Contains a roll of the fallen, a roll of war service and details of honours and distinctions. (Previous ref ME2/6/2).
1 volume

**UoL/ME/6/3** Roll of the Fallen. 1939-1945
A roll of those who fell during the Second World War. (Previous ref ME2/6/3).
1 volume

**UoL/ME/7/1** Officers Training Corps Conference. 1911
February 17
A black and white photograph and list of names of delegates attending the conference. (Previous ref ME2/7).
1 envelope

**UoL/ME/7/2** Training Sessions and Training Camps. 1924-1938
An album including photographs of training sessions at Larkhill and various summer camps. (Previous ref ME2/8). (CURRENTLY RETURNED TO THE DEPOSITOR).

1 album
This item was returned to the depositor on 15 January 2004 for inclusion in an exhibition.

UoL/ME/7/3 OTC Infantry sub-Unit. 1961
A black and white photograph of members of the OTC Infantry sub-Unit at Plaster Down Camp.

1 envelope

UoL/ME/7/4 "Go For The Gold" - Camp All American. 1993
An album of photographs showing University of London OTC participation in the United States Reserve Officers' Training Corps Camp All American at Fort Bragg, North Carolina.

1 album

UoL/ME/7/5 Contingent Dinner. 1990
Colour photographs, some with names, of the Contingent dinner (February 1990) and of officers and cadets the Corps.

1 envelope

UoL/ME/7/6 Minley Manor. 1990
Colour photographs of OTC engineering exercises, some with cadet names.

1 envelope

UoL/ME/8/1 Memoranda and Extracts from Speeches. 1934-1957
A report on the Senior Training Corps, various memoranda including those on medical issues, equipment, weekend training and reductions in military personnel and extracts from speeches of the Chief of the Imperial General Staff and the Director of Personnel Administration. Also included is a booklet for the OTC.
1 folder

**UoL/ME/8/2  Notices of Lectures.**  1981-1997

Copies of notices announcing Military Education Committee lectures with an accompanying list of presenters. (Previous ref ME1/5).

1 folder

**UoL/ME/8/3  Scrapbook.**  1908-1926

A scrapbook containing press cuttings, information leaflets, official programmes and other material relating to the OTC. (CURRENTLY RETURNED TO THE DEPOSITOR).

1 scrapbook

This item was returned to the depositor on 15 January 2004 for inclusion in an exhibition.
IDENTITY STATEMENT
Reference: UoL/MG
Title: University of London Medical Graduates Society.
Dates: 1928-1946
Level: sub-fonds
Extent and Medium: 1 volume and 1 folder
Name of Creator: University of London Medical Graduates Society

CONTEXT
Biographical/Administrative History: The University of London Medical Graduates Society was founded in 1928 following an inaugural private meeting in September 1927. Its purpose was chiefly social and the stated objects of the Society were: to bring medical graduates of the University of London into closer relationship with their University and with one another; to keep in touch with overseas medical graduates of the University; to promote the interests of the University and its medical members.

The Society did not meet during the Second World War and an attempt to revive it in 1946 failed when most of the nominated officers were unable to serve.

CONTENT
Scope and Content: Material comprises minutes for Council meetings and administrative papers including balance sheets, receipts and invoices, resolutions and points for discussion at meetings and the history and objectives of the society. Papers containing details of members are currently closed until 2026.

ACCESS AND USE
Language of Scripts: English
System of Arrangement: UoL/MG/1-2
Conditions of Access: Open except for records exempt under the Data Protection Act or the Freedom of Information Act. Please contact the University Archivist for details. 24 hours notice is required for research visits.

Conditions of Reproduction: Copies may be made, subject to the condition of the original. Copying must be undertaken by the Special
Collections Reading Room staff, who will need a minimum of 24 hours to process requests.
UoL/MG/1 Council Meeting Minutes. 1928 March-1946 October

A volume containing signed cut and pasted typescript minutes of Council meetings (4 June 1928-16 October 1946) and minutes of the first General Meeting (12 March 1928). Also included is a "History of the Formation of the Society" and a copy of the society's constitution.

1 volume

UoL/MG/2 Administrative Papers. 1931-1946

Various administrative papers: balance sheets (1933-1939), invoices and receipts, a Post Office savings book, a Midland Bank cheque book, extracts of minutes, resolutions, draft discussion documents, a poster listing the objectives of the society, a list of members (1941) and a history of the society. Lists of names for possible future membership are at present CLOSED until 2026.

1 folder
IDENTITY STATEMENT
Reference: UoL/OB
Title: University of London Observatory.
Dates: 1926-1951
Level: sub-fonds
Extent and Medium: 5 folders
Name of Creator: University of London Observatory

CONTEXT
Biographical/Administrative History: In 1926 Mr. J G Wilson offered to the University a 24-inch Reflector Telescope. Certain schools of the University undertook for a specified period to contribute to the maintenance of an University Observatory, and the Senate accepted Mr. Wilson's offer and made a capital grant from general funds of £5000 for the building and the establishment of the Observatory. The University Observatory was opened in 1929 and was situated in Mill Hill Park. From 1951 University College London has administered the Observatory.

CONTENT
Scope and Content: Minutes of the Committee of Management, excerpts of reports by the Finance and General Purposes Committee and the Academic Council and various appendices including financial information, annual reports and details of the transfer of administrative control of the Observatory to University College.

ACCESS AND USE
Language of Scripts: English
System of Arrangement: UoL/OB/1-5
Conditions of Access: Open except for records exempt under the Data Protection Act or the Freedom of Information Act. Please contact the University Archivist for details. 24 hours notice is required for research visits.

Conditions of Reproduction: Copies may be made, subject to the condition of the original. Copying must be undertaken by the Special Collections Reading Room staff, who will need a minimum of 24 hours to process requests.
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<th>Reference</th>
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<tr>
<td>UoL/OB/1</td>
<td>Finance and General Purposes Committee and Academic Council Reports.</td>
<td>1926-1940</td>
<td>Typescript extracts of reports by the Finance and General Purposes Committee and the Academic Council submitted to the Senate regarding the activities of the Observatory and its finances and funding. (Previous ref UoL/OB/2). 1 folder</td>
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<tr>
<td>UoL/OB/2</td>
<td>Finance and General Purposes Committee and Academic Council Reports.</td>
<td>1941-1949</td>
<td>Typescript extracts of reports by the Finance and General Purposes Committee and the Academic Council submitted to the Senate regarding the activities of the Observatory and its finances and funding. (Previous ref UoL/OB/2). 1 folder</td>
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<tr>
<td>UoL/OB/3</td>
<td>Finance and General Purposes Committee and Academic Council Reports.</td>
<td>1950-1952</td>
<td>Typescript extracts of reports by the Finance and General Purposes Committee and the Academic Council submitted to the Senate regarding the activities of the Observatory and its finances and funding. (Previous ref UoL/OB/2). 1 folder</td>
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<tr>
<td>UoL/OB/4</td>
<td>Committee of Management Minutes.</td>
<td>1933-1951</td>
<td>Typescript signed minutes of the Observatory Committee of Management some with annotations and amendments. There are no minutes for the years 1940-1943, 1945 and 1947. (Previous ref UoL/OB/1). 1 folder</td>
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<tr>
<td>UoL/OB/5</td>
<td>Committee of Management Appendices.</td>
<td>1934-1950</td>
<td>Appendices including annual reports on the work of the Observatory, correspondence, details of expenditure, income and audited accounts, a copy of the land lease, details for the post of Second Assistant and for the transfer of administrative control of the Observatory to University College. (Previous ref UoL/OB/1). 1 folder</td>
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</table>
The establishment of an Organisation and Methods Unit was proposed to the Senate on 24 February 1965 by the Finance and General Purposes Committee, following its consideration of a note by the Principal (SM 2239). It was initially intended to serve the work of the University's central administration in Senate House and was directly responsible to the Principal. The staff of the computer and systems analysis section of the School Examinations Department formed the nucleus of the new Unit. A brief account of its early work is given in the 'Report by the Principal' for 1966-67 (contained in the Calendar 1967-68, pp 133-4).

The scope of the Unit was extended by the Senate, on the recommendation of the Principal and the FGPC, on 23 February 1966 to cover investigations requested by individual Schools of the University (SM 2414). On 1 April 1967 the Unit became a separate Department reporting through the Clerk of the Senate with terms of reference emphasising its role in the introduction and maintenance of administrative computing (SMM 3245-6). On 1 August 1969 the staff and equipment of the Senate House computer installation were transferred from the School Examinations Department to the Organisation and Methods Department and it took the title 'Organisation and Methods and Data Processing Department'. On 24 February 1971 its title was changed to Management Systems Department (SMM 2750-2).

By 1977 the organisation and methods work of the Management Systems Department was dwarfed by its other responsibilities and when the Department was incorporated in the new Department of Accounting and Administrative Computing the Organisation and Methods Unit was separated and placed under the direct control of the Principal (Appendix CP to SM 1569 of 30 March 1977; SM 1637 of 18 May 1977). It was transferred to the Establishments Division of the Department of Administration and Services on 1 February 1979 (SMM 702-3 of 31 January 1979) and, following a general reorganisation of the central administration, to the Personnel and Administration Division of the Senate Department on 1 August 1982 (SM 731 of 28 April 1982). After this time, staff who left the Unit were not replaced and, following the retirement of the last remaining member of staff, it was closed in 1989.

The only records that have been preserved are an incomplete project register and a series, probably also incomplete, of project reports. Many projects did not produce a report.
UoL/OM University of London Organisation and Methods Unit.
Project record sheets and copies of reports, surveys and reviews carried out by the Organisation and Methods Unit in various schools, institutes, departments and halls of residence of the University of London.

97 reports, 29 envelopes and 11 folders

UoL/OM/1 Project Record Sheets. 1970-1983
Project record sheets including the title, names of staff involved and the length of the project with progress notes.

1 envelope

UoL/OM/2/1 "Survey of the Academic, External, Examinations and University Entrance Departments" (6.6).
Feasibility report No.1, 27pp.

1 report

UoL/OM/2/2 "Integration: Examinations and External Department Registration Sections" (6.6).
6pp.

1 report

UoL/OM/2/3 "Westminster Medical School Report on the Preliminary Survey by the University of London Organisation and Methods Unit" (6.11).
December 1966
14pp.

1 report

UoL/OM/2/4 "Investigation of the Administration at the Postgraduate Medical School of London" (6.12).
c1967
21pp.

1 folder
<table>
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<tr>
<th>UoL/OM/2/5</th>
<th>&quot;London School of Hygiene and Tropical Medicine Report on Registration Procedures&quot; (6.19). 10pp.</th>
<th>1967 December</th>
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<tr>
<td>UoL/OM/2/6</td>
<td>&quot;Survey of the Department of Obstetrics and Gynaecology, Hammersmith Hospital&quot; (6.20). 19pp.</td>
<td>1968 September</td>
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<td>UoL/OM/2/7</td>
<td>&quot;Imperial College: Report on the Supplies Department and Central Stores&quot; (6.21). 19pp.</td>
<td>1968 March</td>
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<tr>
<td>UoL/OM/2/8</td>
<td>&quot;Survey of the Registry - Queen Mary College&quot; (6.32). 23pp.</td>
<td>1968 August</td>
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<td>UoL/OM/2/9</td>
<td>&quot;Central Administration and Selected Academic Departments at Bedford College&quot; (6.33). 43pp.</td>
<td>1969 March</td>
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<td>UoL/OM/2/10</td>
<td>&quot;Staffing Section of the Senate Department&quot; (6.34). 19pp.</td>
<td>1968 July</td>
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<td>&quot;Research and Information Section of the Appointments Board&quot; (6.41).</td>
<td>1970 March</td>
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<td>4pp. (Previous ref OM2/13).</td>
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<td>UoL/OM/2/13</td>
<td>&quot;Institute of Orthopaedics: Organisation and Methods Investigation&quot; (6.46).</td>
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<td>UoL/OM/2/14</td>
<td>&quot;Registry and the Administration Section of the Institute of Archaeology&quot;. (6.50).</td>
<td>1971 February</td>
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<td>15pp. (Previous ref OM2/15).</td>
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<td>13pp. (Previous ref OM2/16).</td>
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<td>18pp. (Previous ref OM2/17).</td>
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<td>UoL/OM/2/17</td>
<td>&quot;Pathology Services Apportionment of Costs at Westminster Hospital Group&quot;. (6.62).</td>
<td>1972 February</td>
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</table>
A report by Management Services (NHS) Department of Health and Social Security and Management Systems Department University of London. 16pp. (Previous ref OM2/18).

1 report

UoL/OM/2/18 "Senate House Post Room Final Report" and an "Addendum to Senate House Post Room Final Report". (6.63)
Final report 26pp and addendum to the report 10pp. (Previous ref OM2/19).

1 envelope

UoL/OM/2/19 "School of Pharmacy Payroll and Accounts Functions". (6.64).
5pp. (Previous ref OM2/20).

1 report

UoL/OM/2/20 "Institute of Obstetrics and Gynaecology Central Office, Chelsea, Organisation and Methods Investigation". (6.65).
17pp. (Previous ref OM2/21).

1 report

UoL/OM/2/21 "Proposed Establishment of a Student Central Registry". (6.66.4).
35pp. (Previous ref OM2/22).

1 folder

UoL/OM/2/22 "The Checking of Entrance Requirements for Internal Students". (6.6.6.5).
A draft copy of the report (28pp) and an updated copy of the report (26pp). Also included is an appendix relating to policy questions raised by the report. (Previous ref OM2/23).

1 envelope

1 report

1972 March


1 report

1972 January

UoL/OM/2/25 "Chelsea College Registry Survey" (6.69). 29pp. (Previous ref OM2/26).

1 report

1973 February


1 report

1971 June


1 report

1971 September


1 envelope

1971 December-1972 April
UoL/OM/2/29  "Royal Veterinary College Vehicle Investigation". (6.79).  
23pp. (Previous ref OM2/30).  
1 report

1972 January

UoL/OM/2/30  "St George's Hospital Medical School Accounts Section" (6.86).  
45pp. (Previous ref OM2/31).  
1 report

1972 July

9pp. (Previous ref OM2/32).  
1 report

1972 August

UoL/OM/2/32  "The Royal Veterinary College Interim Report on the Central Administration" (6.89.1) and "The Royal Veterinary College Interim Report on the Academic Departments" (6.89.2). Copies of interim reports on the Central Administration (22pp) and Academic Departments (22pp). (Previous ref OM2/33).  
1 envelope

1973 January-May

UoL/OM/2/33  "Queen Mary College Registry". (6.95).  
14pp. (Previous ref OM2/34).  
1 report

1973 May

UoL/OM/2/34  "Birkbeck College Accounts Office". (6.97).  
23pp. (Previous ref OM2/35).  
1 report

1973 March

UoL/OM/2/35  "Middlesex Hospital Medical School Finance Office". (6.99).  
1973 April
UoL/OM/2/36  "Specification of the Proposed System for a Computer Based College Registry Service" (6.104) and Appendices to the Report (6.104a).
1974 June Report (32pp) and appendices (31pp). (Previous ref OM2/37).
1 envelope

UoL/OM/2/37  "Implications of the College Registry Service for Queen Mary College" (6.104.1) and "Implications of the College Registry Service for Chelsea College" (6.104.2).
1974 June Copies of the reports for Queen Mary College (7pp) and Chelsea College (7pp). (Previous ref OM2/38).
1 envelope

UoL/OM/2/38  "Intercollegiate Halls of Residence". (6.106). 15pp. Also included are two memoranda.
1974 June (Previous ref OM2/39).
1 envelope

1974 June 14pp. (Previous ref OM2/40).
1 report

1 envelope
UoL/OM/2/41  "British Postgraduate Medical Federation Study of Central Office Administration". (6.112).
39pp. (Previous ref OM/42).
1 report

1975 April

23pp. (Previous ref OM/2/43).
1 report

1973 December

UoL/OM/2/43  "Labour Wastage Amongst Clerical and Secretarial Staff Employed by the University of London". (6.117).
46pp. (Previous ref OM/2/44).
1 report

1974 April

29pp. (Previous ref OM2/45).
1 folder

1975 April

UoL/OM/2/45  "Wye College Study of Domestic and Catering Services" and Appendices. (6.128).
1 envelope

1975 October

13pp. (Previous ref OM2/47).
1 report

1975 June

UoL/OM/2/47  "Royal Veterinary College Survey of the 1975
Accounts Department" (6.131(1) and "Royal Veterinary College Survey of the Operation of the College Bar" (6.131(2).

1 envelope

UoL/OM/2/48 "Royal Postgraduate Medical School Survey of School Office Filing System". (6.135).
1975 October
5pp. (Previous ref OM2/49).

1 report

1975 November
6pp. (Previous ref OM2/50).

1 report

UoL/OM/2/50 "Domestic Services Section Senate House". (6.137).
1976 May
27pp. (Previous ref OM2/51).

1 report

1976 April-1977 March
Interim report (6pp) and second report (47pp). (Previous ref OM2/52).

1 envelope

UoL/OM/2/52 "Institute of Education Survey of Registry Function" (6.142(1)) and Appendices. (6.142(1A)).
1976 October

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<td>UoL/OM/2/54</td>
<td>&quot;Queen Elizabeth College Registry Final Report&quot;. (6.143).</td>
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<td>UoL/OM/2/58</td>
<td>&quot;Bedford College Halls of Residence&quot; (6.153).</td>
<td>1977</td>
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<td>Copies of reports on Hanover Lodge (38pp); Hanover Lodge Appendices (24pp); Lindsell Hall (20pp) and the final report covering Rachel Notcutt Hall, Tennyson Hall and areas common to all four halls (64pp). (Previous ref OM2/59).</td>
<td>February-August</td>
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1 report

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1 folder

UoL/OM/2/62  "Institute of Education Accounts Department Third Report". (OM/2/1). 16pp. (Previous ref OM2/63).  1977 December
1 report

UoL/OM/2/63  "University Entrance Requirements Division Procedures". (OM/2/5). 13pp. (Previous ref OM2/64).  1978 September
1 report

UoL/OM/2/64  "Accommodation Data Inventory System (A.D.I.S.)". (OM/2/7).  1978 May
21pp. (Previous ref OM2/65).

1 folder

**UoL/OM/2/65**  "Bedford College Reprographics". (OM2/9).  1977 November

16pp. (Previous ref OM2/67).

1 report

**UoL/OM/2/66**  "King's College Hall Organisation of Senior Posts". (OM/2/11).  1978 August-November

Copies of the interim report (13pp) and the final report (24pp). (Previous ref OM2/68).

1 envelope

**UoL/OM/2/67**  "School of Slavonic and East European Studies Survey of Library". (OM/2/12).  1978 May

39pp. (Previous ref OM2/69).

1 report

**UoL/OM/2/68**  "King's College Registry". (OM/2/13).  1978 March

30pp. (Previous ref OM2/70).

1 report

**UoL/OM/2/69**  "University of London Union: Study of Administration and Staff Establishment". (OM/2/17).  1978 May

21pp. (Previous ref OM2/71).

1 report

**UoL/OM/2/70**  "Personnel Section Senate House - Review of Workload and Staffing". (OM/2/19).  1978 April
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<td>UoL/OM/2/71</td>
<td>&quot;Department of Accounting and Administrative Computing Data Preparation Section&quot;.</td>
<td>1978 July</td>
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<td>(OM/2/20).</td>
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<td>UoL/OM/2/72</td>
<td>&quot;Maintenance and Planning Departments Chelsea College&quot;.</td>
<td>1979 July</td>
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<td>48pp. (Previous ref OM/2/23).</td>
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<td>UoL/OM/2/73</td>
<td>&quot;Study of the Health Centre at Royal Holloway College&quot;.</td>
<td>1980 February</td>
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<td>18pp. (Previous ref OM/2/75).</td>
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<td>UoL/OM/2/74</td>
<td>&quot;British Institute in Paris Survey of the Paris Office Administration&quot;.</td>
<td>1979 June</td>
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<td>Report (45pp) with additional loose notes (11pp). (Previous ref OM/2/76).</td>
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<td>UoL/OM/2/75</td>
<td>&quot;Department of Extra-Mural Studies Establishment of Central Administrative Services&quot;.</td>
<td>1979 September</td>
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<td>20pp. (Previous ref OM/2/77).</td>
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<td>UoL/OM/2/76</td>
<td>&quot;Royal Holloway College Study of the Housekeeping Workload Within the Halls of Residence&quot;.</td>
<td>1979 October</td>
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"Westfield College: Observations and Comments Resulting from a Broad Review of Secretarial Services and Facilities". 1980 February

"Senate House Payroll Section Review of Workload and Staffing". 1980 March

"Survey of the Accommodation Office". 1981 January

"London Business School: Survey of the Administration of Registry Functions, Marketing Functions and Placement Service". 1980 July

"Imperial College Halls of Residence Housekeeping Staff". 1980 April
UoL/OM/2/82  "Canterbury Hall of Residence Review of Cleaning Arrangements". (OM/2/36).  
33pp. (Previous ref OM2/84).

1 report

UoL/OM/2/83  "Department of Extra-Mural Studies Vocational Diplomas Section: Review of Workloads and Staffing". (OM/2/37).  
10pp. (Previous ref OM2/85).

1 report

UoL/OM/2/84  "Department of Accounting and Administrative Computing". (OM/2/40).  
4pp. (Previous ref OM2/86).

1 report

UoL/OM/2/85  "Bedford College: Review of Typing and Secretarial Services within the College Registry and Personnel Section".  
36pp. (Previous ref OM2/87).

1 report

UoL/OM/2/86  "University of London Union (ULU): Follow up Study". (OM/2/42).  
30pp. (Previous ref OM2/88).

1 folder

UoL/OM/2/87  "Institute of Education: Survey of the Administrative, Clerical and Secretarial Staffing within the Child Development and Educational Psychology Department". (OM/2/43).  
38pp. (Previous ref OM2/89).

1 report
**UoL/OM/2/88**  "Institute of Education Review of the University Centre for Teachers". (OM/2/44). 1981 December

1 report

**UoL/OM/2/89**  "School Examinations Department Private Candidates Section". (OM/2/45). 1980 October

23pp. (Previous ref OM2/91).

1 report

**UoL/OM/2/90**  "Institute of Education Survey of the Reprographics Department". (OM/2/48). 1981 January

24pp. (Previous ref OM2/92).

1 report

**UoL/OM/2/91**  "Review of Lindsell Hall, Bedford College". (OM/2/49). 1981 May

25pp. (Previous ref OM2/93).

1 report

**UoL/OM/2/92**  "Queen Mary College: Review of the Photographic, Reprographic, Audio-Visual and Language Laboratory Facilities". (OM/2/50). 1981 November

Copies of three reports: "Photographic Services" (20pp); "Reprographic Services" (20pp) and "Audio-Visual Aids and Language Laboratory Facilities and Administrative Management of Central Support Services" (17pp). (Previous ref OM2/94).

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<td>UoL/OM/2/94</td>
<td>&quot;Connaught Hall, Tavistock Square Review of the Hall of Residence's Housekeeping Department&quot;. (OM/2/54).</td>
<td>1982 January</td>
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<td>UoL/OM/2/95</td>
<td>&quot;Organisation &amp; Establishment Review Advanced Courses Department British Postgraduate Medical Federation&quot;. (OM/2/55).</td>
<td>1982 January</td>
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<td>UoL/OM/2/96</td>
<td>&quot;Royal Veterinary College Survey of Central Administration&quot;. (OM/2/56).</td>
<td>1982 March</td>
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<td>UoL/OM/2/97</td>
<td>&quot;Review of the Senate House Domestic Services Section General Office&quot;. (OM/2/58).</td>
<td>1982 June</td>
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<td>UoL/OM/2/98</td>
<td>&quot;St Mary's Hospital Medical School Survey of the Central Administration&quot;. (OM/2/60).</td>
<td>1982 October</td>
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<td>UoL/OM/2/99</td>
<td>&quot;University Marine Biological Station, Millport, Review of the Administrative Structure&quot;. (OM/2/61).</td>
<td>1982 September</td>
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75pp. (Previous ref OM2/101).

1 report

**UoL/OM/2/100**  "Pathology Services Apportionment of Costs". (OM/2/64). 1983 June
23pp. (Previous ref OM2/102).

1 report

**UoL/OM/2/101**  "Birkbeck College Review of the Staffing of the Bursar's Office". (OM/2/66). 1982 November
14pp. (Previous ref OM2/103).

1 report

**UoL/OM/2/102**  "Institute of Education Review of Student Residential Accommodation at: John Adams Hall, Bedford Place Annexe and Woburn Square Annexe". (OM/2/68). 1983 June
Copies of the report (55pp) and appendices to the report (29pp). (Previous ref OM2/104).

1 envelope

**UoL/OM/2/103**  "Senate House Management Systems Division of the Court Department Review of the Organisation and Staffing of the Computer Installation". (OM/2/72). 1984 May
17pp. (Previous ref OM2/105).

1 report

**UoL/OM/2/104**  "Institute of Psychiatry Review of Committee Structure and Central Administration". (OM/2/75). 1984 February
26pp. (Previous ref OM2/106).

1 report

**UoL/OM/2/105**  "Goldsmiths' College Review of Postal 1983"
<table>
<thead>
<tr>
<th>UoL/OM/2/106</th>
<th>&quot;King's College Students Union&quot;. (OM/2/80).</th>
<th>1984 April</th>
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<td>UoL/OM/2/107</td>
<td>&quot;London Graduate School of Business Studies Office Systems Review&quot;. (OM/2/81).</td>
<td>1984 January</td>
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<td></td>
<td>25pp. (Previous ref OM2/109).</td>
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<td>UoL/OM/2/108</td>
<td>&quot;School Examinations Department Survey of Postal Services&quot;. (OM/2/83).</td>
<td>1984 May</td>
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<td>18pp. (Previous ref OM2/110).</td>
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<td>UoL/OM/2/109</td>
<td>&quot;Review of the Procedures and Staffing of the Finance Section of the Finance and Statistics Division of the Court Department&quot;. (OM/2/84).</td>
<td>1984 July</td>
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<td>21pp. (Previous ref OM2/111).</td>
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<tr>
<td>UoL/OM/2/110</td>
<td>&quot;School Examinations Department Art Marketing Section Design and Technology Section&quot;. (OM/2/85).</td>
<td>1984 September</td>
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<tr>
<td></td>
<td>24pp with additional signed copies of memoranda and drawings. (Previous ref OM2/112).</td>
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<td>UoL/OM/2/111</td>
<td>&quot;Review of the ULPG Office&quot;. (OM/2/86).</td>
<td>1984 July</td>
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<td>UoL/OM/2/112</td>
<td>&quot;Royal Holloway College and Bedford College Survey of Office Services in Preparation for the Merging of the Two Colleges&quot;. (OM/2/87).</td>
<td>1984 August</td>
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<tr>
<td>UoL/OM/2/113</td>
<td>&quot;London School of Hygiene and Tropical Medicine Department of Occupational Health Review of the Organisation and Procedures of the Information and Advisory Service (IAS)&quot;. (OM/2/92).</td>
<td>1985 January</td>
</tr>
<tr>
<td>UoL/OM/2/114</td>
<td>&quot;Royal Holloway and Bedford Colleges Review of Transport Requirements&quot;. (OM/2/93).</td>
<td>1985 April</td>
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<tr>
<td>UoL/OM/2/115</td>
<td>&quot;Institute of Neurology Rockefeller Medical Library&quot;. (OM/2/94).</td>
<td>1985 February</td>
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<tr>
<td>UoL/OM/2/116</td>
<td>&quot;Department of Extra-Mural Studies Review of Enrolment Procedures&quot; (OM/2/95).</td>
<td>1985 April</td>
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<tr>
<td>UoL/OM/2/117</td>
<td>&quot;British Postgraduate Medical Federation Review of Regional Department (Central</td>
<td>1985 June</td>
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<td>Copies of Stage 1: Factual Presentation (56pp) and Stage 2: Conclusions and Recommendations (16pp). (Previous ref OM2/120).</td>
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<td>UoL/OM/2/119</td>
<td>&quot;London School of Economics and Political Science Review of Postal Services&quot;. (OM/2/105).</td>
<td>1986 April</td>
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<td></td>
<td>15pp. (Previous ref OM2/121).</td>
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<td>UoL/OM/2/120</td>
<td>&quot;Review of the Administration of the External System&quot;. (OM/2/108).</td>
<td>1986 December</td>
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<td></td>
<td>19pp. (Previous ref OM2/122).</td>
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<td>UoL/OM/2/121</td>
<td>&quot;Institute of Latin American Studies Review of the Activities and Staffing of the Administration and the Library&quot;. (OM/2/109).</td>
<td>1987 April</td>
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<td></td>
<td>13pp. (Previous ref OM2/123).</td>
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<td>1 report</td>
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UoL/OM/2/123  "School of Slavonic and East European Studies Review of the Administration".  1987 December
(OM/2/111).
15pp. (Previous ref OM2/125).

UoL/OM/2/124  "Review of Information Technology Requirements in the Vice-Chancellor's and Principal's Office and the Court Department".  1988 September
(OM/2/113).
13pp. (Previous ref OM2/126).

UoL/OM/2/125  "Hughes Parry Hall Restoration of Profitability".  1982
A report and supporting documents by the Warden of Hughes Parry Hall of Residence. (Previous ref OM3/1).

UoL/OM/2/126  "A Review of the Intercollegiate Halls of Residence".  1987 February
141pp. (Previous ref OM3/2).

UoL/OM/2/127  "Wye College Accounts Section Accommodation".  1971 November
8pp. (Previous ref OM441).

UoL/OM/2/128  "School of Pharmacy Study of Weekend Working in Pharmacognosy Garden",  1973 March
<table>
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<td>UoL/OM/2/129</td>
<td>&quot;SAUL - Pensions Payroll&quot;.</td>
<td>1985 May</td>
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<td>6pp. (Previous ref OM441).</td>
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<td>UoL/OM/2/130</td>
<td>&quot;Institute of Education Interim Paper on Portering Services&quot;.</td>
<td>1977 May</td>
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<td>11pp. (Previous ref OM441).</td>
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<td>UoL/OM/2/133</td>
<td>&quot;Payment of GCE Private Candidate Fees and Initial Processing of Entry Forms&quot;.</td>
<td>1975 December</td>
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<td></td>
<td>13pp. (Previous ref OM441).</td>
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<td>UoL/OM/2/134</td>
<td>&quot;University College Filing and Archive Survey&quot;.</td>
<td>1974 February</td>
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<td>33pp. (Previous ref OM441).</td>
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</table>
UoL/OM/2/135  "Hughes Parry Hall Study of Operation of Hall Activities". (IHM/24/S2). 1983 February
32pp. (Previous ref OM441).

1 envelope

UoL/OM/2/136  "University of London Union: Study of Administration and Staff Establishment". 1978 May-
1981 November
Copies of the report (20pp) and a follow up study (30pp). (Previous ref OM441).

1 envelope
The Physiological Laboratory was established by the Senate in January 1902 by the allocation of rooms on the second floor of the University Building at South Kensington and by a grant for equipment. Donations for equipment and maintenance were also made by Walter Palmer, M.P., and by G.W and A.Palmer. The Laboratory included a lecture room, a workshop, and rooms for general physiology, electro-physiology, chemical physiology, and the physiology of the special senses (inclusive of physiological psychology).

The purposes of the Laboratory were to afford to the lecturers of the University and other duly accredited physiologists a place in which the results of current research would be presented by lectures and demonstrations; and to provide for advanced students of physiology opportunity for the prosecution of research. Courses of research lectures and demonstrations were delivered and a limited number of students were admitted as laboratory workers for advanced work.

The Laboratory was closed in September 1923 when the Senate, on the recommendation of the Finance Committee, declined to provide any further financial support.
PL 1/1-5 Minutes of the Physiological Laboratory Committee. 1902-23 (1908-23 indexed).

1. 1902-3  
2. 1903-8  
3. 1908-13  

4. 1913-19  
5. 1919-23

3 envelopes (1,2,5)  
and 2 volumes (3,4)

PL 2 Minutes of the Sub-committee of the Physiological Laboratory Committee. 1923

1 envelope

PL 3 Minutes of the Physiological Laboratory Disposals Committee with lists of applications for, and correspondence concerning the apparatus, equipment, and fittings of the Laboratory; and a letter concerning the possible employment of a former member of the Laboratory Staff. 1923

1 envelope

PL 4 Report of the Physiological Laboratory Committee on the past achievements and future development of the Laboratory, 1918, printed as part of the Academic Council's report on financial needs in 1919 (this copy reprinted in 1920).

1 envelope

PL 5 Regulations for the conduct (i.e. staffing and administration) of the Laboratory. 1915.

1 envelope
UoL/PR/1 Tony Fairburn. 1995 April
Audio tape of an interview. (Previous ref Box 443).
1 envelope

UoL/PR/2 Sir Frank Hartley. 1995 September 25
Transcript of an interview with amendments by Sir Frank Hartley. (Previous ref Box 443).
1 envelope

UoL/PR/3 Peter J. Griffiths. 1997 January 8
Audio tape and transcript of an interview. (Previous ref Box 442/443).
1 envelope

UoL/PR/4 Lord Quirk. 1997 January 16
Audio tape and transcript of an interview. (Previous ref Box 442/443).
1 envelope

UoL/PR/5 Professor Denys Fairweather. 1997 January 23
Audio tape and transcript of an interview. (Previous ref Box 442/443).
1 envelope

UoL/PR/6 Peter Taylor. 1997 January 29
Two audio tapes and a transcript of an interview. (Previous ref Box 442/443).
1 envelope

UoL/PR/7 Professor C.D. (Jeremy) Cowan. 1997 February 20
Audio tape and transcript of an interview. (Previous ref Box 442/443).

1 envelope

**UoL/PR/8**  Lord Flowers.  
1997 February 25

Two audio tapes and a transcript of an interview.  
(Previous ref Box 442/443).

1 envelope

**UoL/PR/9**  Sir William Taylor.  
1997 March 12

Two audio tapes and a transcript of an interview.  
(Previous ref Box 442/443).

1 envelope

**UoL/PR/10**  Joan Hunter Jackson (Dunn).  
1997 March 14

Audio tape and transcript of an interview.  (Previous ref Box 442/443).

1 envelope

**UoL/PR/11**  Dr J.R. (Hamish) Stewart.  
1997 April 25

Two audio tapes and a transcript of an interview.  
(Previous ref Box 442/443).

1 envelope

**UoL/PR/12**  Dr J.R. (Hamish) Stewart.  
1997 June 6

Four audio tapes and a transcript of an interview.  
(Previous ref Box 442/443).

1 envelope
IDENTITY STATEMENT
Reference: UoL/PU
Title: University of London Purchasing Group.
Dates: 1969-1993
Level: sub-fonds
Extent and Medium: 11 folders and 1 volume
Name of Creator: University of London, Purchasing Group

CONTEXT
Biographical/Administrative History: No information was available at the time of compilation.

CONTENT
Scope and Content: Minutes, agenda and supporting paperwork for meetings of the Group, annual reports and reviews and administrative papers relating to purchasing, procurement, operational plans and policy.

ACCESS AND USE
Language of Scripts: English
Conditions of Access: Open for research although access may be restricted by the Data Protection Act or Freedom of Information Act. Please see archivist for details. 24 hours notice required.

Conditions of Reproduction: Copies may be made, subject to the condition of the original. Copying must be undertaken by the Special Collections Reading Room staff, who will need a minimum of 24 hours to process requests.
UoL/PU/1/1  Meeting Papers.  1969
Agenda, minutes, correspondence and supporting paperwork including a draft report on the development of purchasing procedures, details of contractors and costs of various materials.
1 folder

UoL/PU/1/2  Meeting Papers.  1970
Minutes (including those of the Sub-Committee of the Bulk Purchasing and Ordering Group), agenda, correspondence and supporting paperwork including a draft of the organisation of the group, reports, pricing plans and details of a contract for glassware and laboratory apparatus and insurance cover for the schools and colleges of the University.
1 folder

UoL/PU/1/3  Meeting Papers.  1971-1972
Minutes, agenda, correspondence, details of University advertising and meeting reports from specialist groups including Building and Engineering Maintenance, Household Stores and Cleaning, Laboratory Apparatus and Chemicals and Stationery, Printing and Office Equipment.
1 folder

UoL/PU/1/4  Meeting Minutes.  1972
February-1984
January
A volume of cut and pasted meeting minutes.
1 volume

UoL/PU/1/5  Meeting Minutes.  1983-1985
Meeting minutes for the Purchasing Group. (Previously known as the Bulk Purchasing and Ordering Group).
1 folder
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<td>Meeting minutes for the Purchasing Group.</td>
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<td>Meeting Papers.</td>
<td>1988-1989</td>
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<td>Minutes, agenda and supporting paperwork including reports, details of committee members, attendance figures and additional agenda items.</td>
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<td>Two reviews: &quot;Review of Purchasing Policies and Practices within the University of London&quot; by the Steering Group of the Purchasing Group and &quot;A Review of Purchasing in the University of London&quot; by the Purchasing and Materials Management Services.</td>
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<td>University of London Purchasing Group Annual Reports.</td>
<td>1985-1991</td>
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<td>Administrative Papers.</td>
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<td>Memos, reports, file notes and other administrative papers including those on electron microscopes, self funding of the University Purchasing Group, waste disposal, the Jarratt Report and University insurance.</td>
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<td>Operational Planning and Policy Documents.</td>
<td>1985-1988</td>
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<td>Documents regarding operational plans and policy for the Purchasing Group including a copy of the &quot;University Purchasing Model Policy Document&quot; by the Association of University Purchasing Officers, lists of specialist groups, the aims and activities of the Group and job specifications.</td>
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</table>
1 folder


Minutes and agenda for working party meetings and supporting paperwork including correspondence, meeting reports, a copy of a document for paper tender specifications, a questionnaire and an analysis of the answers and a review of library photocopiers.

1 folder
UoL/RG/1/1  Supplement to Parliamentary Register.  1929 May
1 envelope

UoL/RG/1/2  Parliamentary Register.  1932 June
1 volume

UoL/RG/1/3  Parliamentary Register.  1935 October
1 volume

UoL/RG/1/4  Supplement to Parliamentary Register.  1935 October
1 envelope

UoL/RG/1/5  Parliamentary Register.  1940 April
1 volume

UoL/RG/1/6  Supplement to Parliamentary Register.  1940 April
1 envelope

UoL/RG/1/7  Parliamentary Register.  1945 April
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<td>Supplement to Parliamentary Register.</td>
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<td>UoL/RG/2/1</td>
<td>Proxy Application Forms.</td>
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<td>Completed proxy vote application forms, some with</td>
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<td>supporting correspondence; copies of letters of</td>
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<td>receipt and a blank proxy voting paper for the</td>
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<td>General Election of November 1935. (Previous ref</td>
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<td>1931</td>
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<td>A diary by the Registration Officer outlining the</td>
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<td>upcoming Parliamentary Election with appendices</td>
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<td>A-V. Also included are completed voting papers</td>
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<td>and a copy of the News Chronicle with</td>
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<td>constituency results from across the country.</td>
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<td>&quot;Parliamentary Registration Paying-In Book&quot;.</td>
<td>1938-1939</td>
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<td>A notebook detailing the date, payees name and</td>
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<td>method of payment. (Previous ref RG17).</td>
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<td>UoL/RG/2/13</td>
<td>Election Diary and Supporting Papers.</td>
<td>1945</td>
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</table>
A diary of proceedings and arrangements for the upcoming General Election, guidance notes, correspondence and a newsheet from Sir Ernest Graham-Little to members of the University. (Previous ref RG19).

1 envelope

**UoL/RG/2/14** Election Expenses. 1945
Election expense forms for Sir Ernest Graham-Little with supporting receipts, expense declaration forms for candidates and various other receipts. (Previous ref RG23).

1 envelope

**UoL/RG/2/15** Election Stamps. c1945
Two rubber stamps, "Vote allowed" and "Vote disallowed", for use by the Vice-Chancellor. (Previous ref RG24).

1 envelope

**UoL/RG/2/16** Parliamentary Election. 1918
Election papers including memoranda, voting papers, details of proxy votes, nomination forms and details of expenses with supporting correspondence. (Previous ref RG9).

1 envelope

**UoL/RG/2/17** University Elections Conference. 1918
Conference papers including memoranda, questions for discussion, correspondence, a voting paper for the University of Oxford, a copy of the "Redistribution of Seats (Ireland) Act, 1918" and a booklet, "At the Court at Buckingham Palace, Present, The King's Most Excellent Majesty in Council" (4 September 1918). (Previous ref RG10).

1 envelope

**UoL/RG/2/18** Electors in the Parliamentary Constituency of the University of London. 1920
A letter from the Ministry of Health requesting the number of electors on the University’s Parliamentary register, a duplicate of the form for submitting the information and two sheets of numbers. (Previous ref RG11).

1 envelope

**UoL/RG/2/19**  Nomination of Candidates.  1945
Correspondence, memoranda and file notes concerning the closing of the Parliamentary Register and nomination papers for Sir Ernest Graham-Little. (Previous ref RG20).

1 envelope

**UoL/RG/2/2**  Representative’s Permits.  1929-1935
Blank permits authorising a candidates representative to attend the count in elections for 1929, 1931 and 1935. (Previous ref RG3).

1 envelope

**UoL/RG/2/3**  The Unionist Party.  1904 April
A letter issued by the University of London Unionist Association to recruit members prior to the upcoming election, with a registration postcard for completion. (Previous ref RG6).

1 envelope

**UoL/RG/2/4**  Candidate Selection.  1906 January
An election notice issued by Sir Edward Busk, Vice-Chancellor, and a letter from him appointing a Pro-Vice-Chancellor; directions for the use of voting papers and a blank voting paper. (Previous ref RG7).

1 envelope

**UoL/RG/2/5**  Parliamentary Elections.  1910 December
Election paperwork including guidance notes and instructions for voters, instructions for Pro-Vice-Chancellors, a report by the Returning Officer, correspondence, voting papers, promotional material and lists of supporters for Sir Victor Horsley and Sir Philip Magnus. (Previous ref RG8).

1 folder

**UoL/RG/2/6 Parliamentary Elections. 1910 December**

Two sets of typescript instructions, one with annotations and amendments, listing the arrangements and requirements for holding elections. (Previous ref RG8).

1 folder

**UoL/RG/2/7 Election Expenses. 1923-1924**

Expenditure sheets and declaration forms for candidates and election agents with supporting correspondence and various receipts. (Previous ref RG12).

1 envelope

**UoL/RG/2/8 Electoral Information. 1922-1929**

A notebook with cut and pasted copies of Parliamentary Registers, details of proxies, blank election forms, correspondence, memoranda and instructions and guidance notes for elections. (Previous ref RG13).

1 volume

**UoL/RG/2/9 Canvassing Literature. 1929**

Canvassing papers for the re-election of Dr. Ernest Graham-Little. (Previous ref RG14).

1 envelope

**UoL/RG/3/1 Registered Post Record Book. 1939**
UoL/RG/3/2  General Correspondence.  1945
Correspondence regarding issues such as proportional representation, invalid voting papers, expenses, nomination day and postal applications. (Previous ref RG21).

1 envelope

UoL/RG/4/1  "The Reform Act of 1918 Full Text, Annotated with Explanatory Notes".  1918
(Previous ref RG4).

1 envelope

UoL/RG/4/2  Statutory Acts and Orders.  1861-1930
Copies of Statutory Acts (August 1861, August 1867, July 1868, November 1918, July & August 1920, August 1921 and July 1928); Statutory Rules and Orders (1918, 1920 & 1921) and Representation of the People Bill (1918 & 1930) regarding Parliamentary Elections. (Previous ref RG5).

1 envelope
UoL/RO/1/1  Letter Book (I).

1837
October-1840 March

Ms copies of letters, indexed by addressee, a list of institutions in receipt of Regulations in Medicine and copies of minutes of the Senate (January-May 1840) and various Committees and sub-Committees (January 1839-May 1840). (Previous ref RO1/2/1).

1 volume

UoL/RO/1/2  Letter Book (II).

1840 March-1841 July

Ms copies of letters sent by the University indexed by addressee. (Previous ref RO1/2/2).

1 volume

UoL/RO/1/3  Letter Book (III).

1841 July-1842 January

Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO/1/2/3).

1 volume

UoL/RO/1/4  Letter Book (IV).

1842

Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO1/2/4).

1 volume

UoL/RO/1/5  Letter Book (V).

1843

Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO1/2/5).
1 volume

**UoL/RO/1/6 Letter Book (VI).**  1844
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO1/2/6).

1 volume

**UoL/RO/1/7 Letter Book (VII).**  1845
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO1/2/7).

1 volume

**UoL/RO/1/8 Letter Book (VIII).**  1846
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO1/2/8).

1 volume

**UoL/RO/1/9 Letter Book (IX).**  1847
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO1/2/9).

1 volume

**UoL/RO/1/10 Letter Book (X).**  1848
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO1/2/10).

1 volume
UoL/RO/1/11  Letter Book (XI).  1849
January-
1850
January
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO/1/2/11).
1 volume

UoL/RO/1/12  Letter Book (XII).  1850
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO/1/2/12).
1 volume

UoL/RO/1/13  Letter Book (XIII).  1851
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO/1/2/13).
1 volume

UoL/RO/1/14  Letter Book (XIV).  1852
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO/1/2/14).
1 volume

UoL/RO/1/15  Letter Book (XV).  1853
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree.  
(Previous ref RO/1/2/15).

1 volume

**UoL/RO/1/16  Letter Book (XVI).  1854**

Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree.  
(Previous ref RO/1/2/16).

1 volume

**UoL/RO/1/17  Letter Book (XVII).  1855**

Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree.  
(Previous ref RO/1/2/17).

1 volume

**UoL/RO/1/18  Letter Book (XVIII).  1856**

Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree.  
(Previous ref RO/1/2/18).

1 volume

**UoL/RO/1/19  Letter Book (XIX).  1857**

Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree.  
(Previous ref RO/1/2/19).

1 volume

**UoL/RO/1/20  Letter Book (XX).  1858**
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates and regulations for studying for a degree. (Previous ref RO/1/2/20).

1 volume

UoL/RO/1/21 Letter Book (XXI). 1859-1860
Ms copies of letters, indexed by addressee, sent by the University and copies of letter templates. (Previous ref RO/1/2/21).

1 volume

UoL/RO/1/22 Letter Book (XXII). 1860
Ms and press copies of letters, indexed by addressee, sent by the University and copies of letter templates. (Previous ref RO/1/2/22).

1 volume

UoL/RO/1/23 Letter Book. 1859 April-1860 September
Letter book, 960pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/1).

1 volume

UoL/RO/1/24 Letter Book. 1860 September-1862 January
Letter book, 857pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/2).

1 volume

UoL/RO/1/25 Letter Book. 1862 January-1863 June
Letter book, 805pp, containing press copies of letters sent by the University, indexed by addressee. Also included are press copies of an examination paper for an M.A. in Latin and two matriculation examination papers for dictation. (Previous ref RO1/2A/3).

1 volume

UoL/RO/1/26 Letter Book. 1863 June-1864 September

Letter book, 858pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/4).

1 volume

UoL/RO/1/27 Letter Book. 1864 October-1866 January

Letter book, 631pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/5).

1 volume

UoL/RO/1/28 Letter Book. 1866 January-1867 December

Letter book, 945pp, containing press copies of letters sent by the University, indexed by addressee; an extract from a Treasury minute and a query from the Audit Office. (Previous ref RO1/2A/6).

1 volume

UoL/RO/1/29 Letter Book. 1867 December-1869 May
Letter book, 937pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/7).

1 volume

<table>
<thead>
<tr>
<th>UoL/RO/1/30</th>
<th>Letter Book.</th>
<th>1869 June-1870 November</th>
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<tbody>
<tr>
<td>UoL/RO/1/31</td>
<td>Letter Book.</td>
<td>1870 December-1872 March</td>
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<td>UoL/RO/1/32</td>
<td>Letter Book.</td>
<td>1872 March-1873 August</td>
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<td>UoL/RO/1/33</td>
<td>Letter Book.</td>
<td>1873 September-1874 October</td>
</tr>
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<td>UoL/RO/1/34</td>
<td>Letter Book.</td>
<td>1874 November-</td>
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</tbody>
</table>

Letter book, 935pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/8).

1 volume

Letter book, 957pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/9).

1 volume

Letter book, 984pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/10).

1 volume

Letter book, 988pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/11).

1 volume
Letter book, 884pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/12).

1 volume

UoL/RO/1/35  Letter Book.

Letter book, 969pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/13).

1 volume

UoL/RO/1/36  Letter Book.

Letter book, 994pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/14).

1 volume

UoL/RO/1/37  Letter Book.

Letter book, 976pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/15).

1 volume

UoL/RO/1/38  Letter Book.

Letter book, 996pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/16).

1 volume

UoL/RO/1/39  Letter Book.
October-December 1881

Letter book, 961pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/17).

1 volume

UoL/RO/1/40 Letter Book.

1882 January-December

Letter book, 972pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/18).

1 volume

UoL/RO/1/41 Letter Book.

1884 January-1886 August

Letter book, 999pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/19).

1 volume

UoL/RO/1/42 Letter Book.

1886 August-1889 March

Letter book, 993pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/20).

1 volume

UoL/RO/1/43 Letter Book.

1889 April-December

Letter book, 882pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/21).

1 volume
UoL/RO/1/44 Letter Book.

Letter book, 1001pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/22).

1 volume

UoL/RO/1/45 Letter Book.

Letter book, 998pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/23).

1 volume

UoL/RO/1/46 Letter Book.

Letter book, 554pp, containing press copies of letters sent by the University, indexed by addressee. (Previous ref RO1/2A/24).

1 volume

UoL/RO/1/47 Letter Book.

Letter book, 197pp, containing typescript carbon copies of letters sent by the University. (Previous ref RO1/2B/1).

1 volume

UoL/RO/1/48 Letter Book.

1 volume
Letter book, 498pp, containing typescript carbon copies of letters sent by the University. (Previous ref RO1/2B/2).

1 volume

UoL/RO/1/49  Letter Book.  1901 May-September

Letter book, 502pp, containing typescript carbon copies of letters sent by the University indexed by addressee. (Previous ref RO1/2B/3).

1 volume

UoL/RO/1/50  Letter Book.  1901 September-November

Letter book, 506pp, containing carbon copies of letters sent by the University indexed by addressee. (Previous ref RO1/2B/4).

1 volume

UoL/RO/1/51  Letter Book.  1899 January-1901 March

Letter book, 152pp, containing typescript carbon copies of letters from the University Registrar. (Previous ref RO1/2C).

1 volume

UoL/RO/1/52  Correspondence.  1856

Letters including those regarding the resignation of Lord Burlington as Chancellor of the University of London and from the Royal College of Physicians, the Audit Office and the Board of Works. (Previous ref RO1/3/1).

1 folder

UoL/RO/1/53  Correspondence.  1857
Letters including those to The Earl Granville, Chancellor of the University of London and from the Board of Works. Also included are memoranda regarding the University Charter and Statutes. (Previous ref RO1/3/2).

1 folder

**UoL/RO/1/54**  
**Correspondence.**  
1858

Letters including those regarding the University of London Charter and Bye-Laws and from the Inland Revenue, the Home Office, the Office of Works and the Civil Service Commission requesting the use of rooms at Burlington House. (Previous ref RO1/3/3).

1 folder

**UoL/RO/1/55**  
**Correspondence.**  
1859

Letters including those relating to the institution and regulation of degrees by the University of London; Owen's College Manchester; finances and Burlington House and a signed petition protesting against the Senate appointing Dr John Storrar to the Medical Council. (Previous ref RO1/3/4).

1 folder

**UoL/RO/1/56**  
**Correspondence.**  
1860

Letters including those relating to income tax, auditing University accounts, the University Charter, degree examinations and the use of Burlington House and grounds. (Previous ref RO1/3/5).

1 folder

**UoL/RO/1/57**  
**Correspondence.**  
1861

Letters including those relating to conferring degrees, matriculation examinations, the University Charter and the use of Burlington House and grounds. (Previous ref RO1/3/6).

1 folder
Letters including those relating to receipt of the address of the death of Prince Albert; use of Burlington House; the resignation of the Vice-Chancellor of the University, Sir J.G. Shaw Lefevre; details of expenses; nominations for Assistant Clerk to the Senate and the Prussian Charge d'Affaires requesting details of Jewish teaching staff at British universities and colleges. (Previous ref RO1/3/7).

1 folder

Letters including those relating to the use of Burlington House and grounds, Senate resolutions and provision of pensions. (Previous ref RO1/3/8).

1 folder

Letters including those relating to the University Charter, University finances, nominations for Civil Service examinations and agricultural education. (Previous ref RO1/3/9).

1 folder

Letters including those relating to University finances, the use of Burlington House, resolutions and regulations of the Senate, Fellows of the University, accommodation for the Senate and the University Charter. (Previous ref RO1/3/10).

1 folder

Letters including those regarding University finances (including a balance sheet), additional accommodation for the University, Fellows of the University, resolutions of the Senate, use of Burlington House, the Brown Charity and Trust, special examinations/degrees for women and
granting of degrees by the University of Melbourne. (Previous ref RO1/3/11).

1 folder

**UoL/RO/1/63 Treasury & Chancellor of the Exchequer.** 1841
November-1842 March

Printed copies of correspondence with the Treasury and the Chancellor of the Exchequer relating to University expenses, in particular those of examiners, for the years 1842-1843. (Previous ref RO1/7).

1 folder

**UoL/RO/1/64 In-Letters.** 1850-1857

Letters mainly from the Home Office including those relating to the approval of regulations, University Fellows, recognition of other institutions and Parliamentary elections. (RO1/10/1).

1 folder

**UoL/RO/1/65 In-Letters.** 1867-1869

Letters mainly from the Home Office including those relating to the approval of regulations, University Fellows, recognition of other institutions and Parliamentary elections. (RO1/10/1).

1 folder

**UoL/RO/1/66 In-Letters.** 1871-1873

Letters mainly from the Home Office including those relating to the approval of regulations, University Fellows, recognition of other institutions and Parliamentary elections. (RO1/10/2).

1 folder

**UoL/RO/1/67 In-Letters.** 1874-1875
Letters mainly from the Home Office including those relating to the approval of regulations, University Fellows, recognition of other institutions and Parliamentary elections. (RO1/10/2).

1 folder

**UoL/RO/1/68** In-Letters. 1876-1879

Letters mainly from the Home Office including those relating to the approval of regulations, University Fellows, recognition of other institutions and Parliamentary elections. (RO1/10/2).

1 folder

**UoL/RO/1/69** In-Letters. 1890-1892

Letters mainly from the Home Office including those relating to the approval of regulations, University Fellows, recognition of other institutions and Parliamentary elections. (RO1/10/3).

1 folder

**UoL/RO/1/70** In-Letters. 1893-1895

Letters mainly from the Home Office including those relating to the approval of regulations, University Fellows, recognition of other institutions and Parliamentary elections. (RO1/10/3).

1 folder

**UoL/RO/1/71** In-Letters. 1896-1901

Letters mainly from the Home Office including those relating to the approval of regulations, University Fellows, recognition of other institutions, Parliamentary elections and the death of Queen Victoria. (RO1/10/4).

1 folder

**UoL/RO/1/72** Deputation to the Lord President of the Council. 1897 November-December
Letters and supporting paperwork for a conference (December 1897) relating to proposed legislation for the reconstitution of the University and the subsequent deputation to the Lord President of the Council (January 1898). (Previous ref RO1/12).

1 folder

<table>
<thead>
<tr>
<th>UoL/RO/1/73</th>
<th>Deputation to the Lord President of the Council.</th>
<th>1898</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Letters, rough notes, lists of names and supporting paperwork relating to proposed legislation for the reconstitution of the University and a deputation to the Lord President of the Council (January 1898). (Previous ref RO1/12).</td>
<td>January 1-17</td>
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<th>UoL/RO/1/74</th>
<th>Deputation to the Lord President of the Council.</th>
<th>1898</th>
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<tbody>
<tr>
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<td>Letters relating to proposed legislation for the reconstitution of the University and a deputation to the Lord President of the Council (January 1898). (Previous ref RO1/12).</td>
<td>January 18-23</td>
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<th>UoL/RO/1/75</th>
<th>Parliamentary Elections.</th>
<th>1868-1881</th>
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<tbody>
<tr>
<td></td>
<td>Letters and supporting documents, including an Indenture, relating to Parliamentary elections for 1868 and 1880. (Previous ref RO1/16/1-1/16/2).</td>
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<th>UoL/RO/1/76</th>
<th>Matriculation.</th>
<th>1895-1896</th>
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<tbody>
<tr>
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<td>Three letters relating to the University of London matriculation examination. (Previous ref RO1/17).</td>
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<th>UoL/RO/1/77</th>
<th>Burlington House.</th>
<th>1857</th>
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<td></td>
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</table>
Letters from the War Office and the Council of Military Education regarding the use of rooms at Burlington House. (Previous ref RO2/18).

1 folder

**UoL/RO/1/78  Miscellaneous Letters.**

Various miscellaneous letters including a covering memo regarding their discovery in the University Muniments Room. (Previous ref RO1/15).

1 folder

**UoL/RO/1/79  Letters from Examiners.**

Letters include comments on General and Matriculation Examinations, the Examination for Women and scripture. (Previous ref RO2/13/1).

1 folder

**UoL/RO/1/80  Letters from Examiners.**

Letters include comments on study and examinations in music, mechanical science, biology and botany. (Previous ref RO2/13/2).

1 folder

**UoL/RO/1/81  Letters from Examiners.**

Letters include comments on study and examinations in physiology, biology, engineering science, mathematics and chemistry and amendments to regulations. (Previous ref RO2/13/3).

1 folder

**UoL/RO/1/82  Letters from Examiners.**

1880

January-September
Letters include comments on matriculation examinations, physiology, M.A. degree subjects, D.Sc degrees and medicine. Also included are results of the matriculation examination in geometry by students in Mauritius. (Previous ref RO2/13/4).

1 folder

UoL/RO/1/83 Letters from Examiners. 1880 October-December

Letters include comments on practical examinations, natural philosophy, B.A examinations, the matriculation syllabus, students in Mauritius, forensic medicine and examinations in science. (Previous ref RO2/13/4).

1 folder

UoL/RO/1/84 Letters from Examiners. 1881

Letters include comments on preliminary science examinations, natural chemistry, the election of examiners, astronomy and a copy of a matriculation French examination paper. (Previous ref RO2/13/5).

1 folder

UoL/RO/1/85 Letters from Examiners. 1882 January-March

Letters include comments on music, the matriculation syllabus and examinations, zoology, mathematics and surgery. (Previous ref RO2/13/6).

1 folder

UoL/RO/1/86 Letters from Examiners. 1882 April-December

Letters include comments on the nomination of examiners, matriculation and the absence of examiners from meetings. (Previous ref RO2/13/6).
1 folder

UoL/RO/1/87 Letters from Examiners. 1883
January-July

Letters include comments on examiners salaries, books for the sanskrit matriculation examination, classics and special subjects for M. A. degrees. (Previous ref RO2/13/7).

1 folder

UoL/RO/1/88 Letters from Examiners. 1883
August-December

Letters include comments on classics, english, natural philosophy and medicine. Also included is a list of special subjects for the English degree syllabus. (Previous ref RO2/13/7).

1 folder

UoL/RO/1/89 Letters from Examiners. 1884-1886

Letters include comments on LLB, intermediate science, botany, French literature and music examinations and dealing with candidates letters. (Previous ref RO2/13/8).

1 folder

UoL/RO/1/90 Letters from Examiners. undated

Letters include comments on matriculation students, zoology and re-sitting examinations. Also included are examples of exam questions with examiner comments. (Previous ref RO2/13/9).

1 folder

UoL/RO/2/1 Matriculation Fee Book. 1865-1871
Contains student and sub-examiners names and fees. (Previous ref RO2/2/1).

1 notebook
For fee books for rejected students see references UoL/RO/7/1/4-5.

<table>
<thead>
<tr>
<th>UoL/RO/2/2</th>
<th>Matriculation Fee Book.</th>
<th>1875-1876</th>
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<tbody>
<tr>
<td>Contains student names and fees. (Previous ref RO2/2/2).</td>
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<td>For fee books for rejected students see references UoL/RO/7/1/4-5.</td>
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<th>1876-1877</th>
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<th>Matriculation Fee Book.</th>
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<th>1860-1873</th>
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<tr>
<td>Contains student names, fees and payments to the bank. (Previous ref RO2/2/5).</td>
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<td>For fee books for rejected students see references UoL/RO/7/1/4-5.</td>
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<th>1874-1880</th>
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<td>For fee books for rejected students see references UoL/RO/7/1/4-5.</td>
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<table>
<thead>
<tr>
<th>UoL/RO/2/7</th>
<th>Preliminary Scientific Examinations and First M.B. Fee Book.</th>
<th>1860-1875</th>
</tr>
</thead>
</table>
Contains student names, fees and payments to the bank. (Previous ref RO2/2/7).

1 volume
For fee books for rejected students see references UoL/RO/7/1/4-5.

**UoL/RO/2/8** Preliminary Scientific Examination Fee Book. 1876-1885
Contains student names, fees and payments to the bank. (Previous ref RO2/2/8).

1 volume
For fee books for rejected students see references UoL/RO/7/1/4-5.

**UoL/RO/2/9** First M.B. Fee Book. 1876-1885
Contains student names, fees and payments to the bank. (Previous ref RO2/2/9).

1 volume
For fee books for rejected students see references UoL/RO/7/1/4-5.

**UoL/RO/2/10** Rejections at Matriculation & General Examination for Women (Part I). 1878 July
Contains candidate names and month/year of the matriculation examination. (Previous ref RO2/3/1).

1 volume
For fee books for rejected students see UoL/EX/7/1/4-5.

**UoL/RO/2/11** Rejections in Arts, Science, Laws, Medicine & Music (Part II). 1881 January
Contains candidate names and year. (Previous ref RO2/3/2).

1 volume
For fee books for rejected students see UoL/EX/7/1/4-5.

**UoL/RO/2/12** Rejections at Matriculation (Part I). 1881 July
Contains candidate names and month/year. (Previous ref RO2/3/3).

1 volume
For fee books for rejected students see UoL/EX/7/1/4-5.
UoL/RO/2/13  Rejections in Arts, Science, Laws, Medicine & Music (Part II).  
1883 March  
Contains candidate names and year. (Previous ref RO2/3/4).
1 volume  
For fee books for rejected students see UoL/EX/7/1/4-5.

UoL/RO/2/14  Rejections in Matriculation Examination (Part I).  
1889 March  
Contains candidate names and month/year. (Previous ref RO2/3/5).
1 volume  
For fee books for rejected students see UoL/EX/7/1/4-5.

UoL/RO/2/15  Rejections in Arts, Science, Laws, Medicine, Music and in Teachers' Examination (Part II).  
1889 March  
Contains candidate names and year. (Previous ref RO2/3/6).
1 volume  
For fee books for rejected students see UoL/EX/7/1/4-5.

1895 October  
Contains candidate names and month/year. (Previous ref RO2/3/7).
1 volume  
For fee books for rejected students see UoL/EX/7/1/4-5.

1896 March  
Contains candidate names and month/year. (Previous ref RO2/3/8).
1 volume

1901 March
Contains candidate names and month/year with annotations. (Previous ref RO2/3/9).

1 volume

UoL/RO/2/19 Rejections in Arts, Science, Laws, Medicine (B.S., M.S., M.D.), Music and at Teachers' Examination Half-Fee Book (Part II). Contains candidate names and year. (Previous ref RO2/3/10).

1 volume
For fee books for rejected students see UoL/EX/7/1/4-5.


1 volume

UoL/RO/2/21 Matriculation Examination Candidates. List contains candidate, examiner and university names and annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/22 Matriculation Examination Candidates. Contains candidate, examiner and university names with annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/23 Matriculation Examination Candidates. List contains candidate, examiner and university names with annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/24 Matriculation Examination Candidates. 1899 January
List contains candidate, examiner and university names with annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/25 Matriculation Examination Candidates. 1899 June
List of candidates, examiners and university names with annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/26 Matriculation Examination Candidates. 1900 January
List of candidate, examiner and university names with annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/27 Matriculation Examination Candidates. 1900 June
List of candidate, examiner and university names with annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/28 Matriculation Examination Candidates. 1901 January
List of candidate, examiner and university names with annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/29 Matriculation Examination Candidates. 1901 June
List of candidate, examiner and university names with annotations. (Previous ref RO2/4).

1 envelope

UoL/RO/2/30 Matriculation Candidates. 1860 January
Contains candidate names. (Previous ref RO2/5/1).

1 notebook
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<td>Matriculation Candidates.</td>
<td>1860-1869</td>
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<td>Matriculation and Examination for Women Candidates.</td>
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<td>First B.A. Examinations.</td>
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<td>First M.B. Examinations.</td>
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<td>UoL/RO/2/37</td>
<td>Doctor of Laws.</td>
<td>1860-1871</td>
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<td>Matriculation Examination Papers.</td>
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<td>UoL/RO/2/41</td>
<td>Examiners' Reports.</td>
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<td>UoL/RO/2/42</td>
<td>Examiners' Reports.</td>
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Contains candidate names. (Previous ref RO2/5/7).

1 notebook

Contains candidate names. (Previous ref RO2/5/8).

1 notebook

Contains candidate and hospital names. (Previous ref RO/2/5/9).

1 notebook

Contains names of sub-examiners and assistants and their qualifications. (Previous ref RO2/6).

1 notebook

Copies of matriculation examination and matriculation examination for honours papers. (Previous ref RO2/7).

1 volume

Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/1).

1 folder

Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/2).
1 folder

UoL/RO/2/43 Examiners' Reports. 1841
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/3).

1 folder

UoL/RO/2/44 Examiners' Reports. 1842
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/4).

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UoL/RO/2/45 Examiners' Reports. 1843
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/5).

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UoL/RO/2/46 Examiners' Reports. 1844
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/6).

1 folder

UoL/RO/2/47 Examiners' Reports. 1845
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/7).

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UoL/RO/2/48 Examiners' Reports. 1846
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/8).

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UoL/RO/2/49 Examiners' Reports. 1847
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/9).

1 folder

UoL/RO/2/50 Examiners' Reports. 1848
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/10).

1 folder

UoL/RO/2/51 Examiners' Reports. 1849
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/11).

1 folder

UoL/RO/2/52 Examiners' Reports. 1850
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/12).

1 folder

UoL/RO/2/53 Examiners' Reports. 1851
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/13).

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UoL/RO/2/54 Examiners' Reports. 1852
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/14).

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UoL/RO/2/55 Examiners' Reports. 1853
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/15).

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UoL/RO/2/56 Examiners' Reports. 1854
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/16).

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UoL/RO/2/57 Examiners' Reports. 1855
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/17).

1 folder

UoL/RO/2/58 Examiners' Reports. 1856
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/18).

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UoL/RO/2/59 Examiners' Reports. 1857
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/19).

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UoL/RO/2/60 Examiners' Reports. 1858
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/20).

1 folder

**UoL/RO/2/61 Examiners' Reports.**

1859

Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/21).

1 folder

**UoL/RO/2/62 Examiners' Reports.**

1860

January-August

Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/22).

1 folder

**UoL/RO/2/63 Examiners' Reports.**

1860

September-December

Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/22).

1 folder

**UoL/RO/2/64 Examiners' Reports.**

1861

January-July

Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/23).

1 folder

**UoL/RO/2/65 Examiners' Reports.**

1861

August-December
Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/23).

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Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/26).

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<td>1865 January-July</td>
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<td>UoL/RO/2/73</td>
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<td>UoL/RO/2/74</td>
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<td>UoL/RO/2/75</td>
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<td>1866 August-December</td>
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Contains student and examiner names, subjects, type of degree, college or school, results and comments. (Previous ref RO2/14/28).

1 folder

UoL/RO/2/76  Answer Book Reports.  1897-1901
Reports regarding the distribution of examination answer books some with supporting letters. (Previous ref RO2/15).
1 folder

UoL/RO/2/77  General Register of Matriculated Students & Graduates of the University of London.  c1836-1860
(Previous ref RO2/16).
1 volume

UoL/RO/2/78  Register of Examinations.  1870
Details of examination level and subject, date, number of candidates and location within the University of London. (Previous ref RO2/17/1).
1 notebook

UoL/RO/2/79  Register of Examinations.  1874 May-1881 December
Details of examination type, date and location within the University of London. (Previous ref RO2/17/2).
1 volume

UoL/RO/2/80  Examinations Timetable.  1839
1 folder
UoL/RO/2/81 Honours List. 1840

1 folder

UoL/RO/3/1 Senate Minutes. 1848-1852
Extracts from Senate minutes including minutes from 1851 printed by order of Parliament relating to the admission of graduates "to form an integral Portion of the Corporate Body of the University". (Previous ref RO1/8).

1 folder

UoL/RO/3/2 Minutes of the Examiners in Arts. 1853 October-1867 July
Minutes of meetings of Examiners in the Arts. (Previous ref RO2/8/1).

1 volume

UoL/RO/3/3 Minutes of the Examiners in Arts. 1867 November-1884 August
Minutes for meetings of Examiners in the Arts. (Previous ref RO2/8/2).

1 volume

UoL/RO/3/4 Minutes of Examiners in Matriculation. 1864 July-1876 July
Minutes for meetings of Examiners in Matriculation. (Previous ref RO2/9/1).

1 volume

UoL/RO/3/5 Minutes of Examiners in Matriculation. 1877 January-1884 February
Minutes for meetings of Examiners in Matriculation. (Previous ref RO2/9/2).

1 volume

UoL/RO/3/6 Minutes of Examiners in Matriculation. 1884 July-1894 February

Minutes for meetings of Examiners in Matriculation. (Previous ref RO2/9/3).

1 volume

UoL/RO/3/7 Minutes of Examiners in Matriculation. 1894 July-1898 February

Minutes for meetings of Examiners in Matriculation. (Previous ref RO2/9/4).

1 volume

UoL/RO/3/8 Minutes of Examiners for Degrees in Medicine. 1840 June-1880 November

Minutes for meetings of Examiners in Medicine. (Previous ref RO2/10).

1 volume

UoL/RO/3/9 Minutes of the Examiners for Degrees in Science. 1864 July-1901 November

Minutes for meetings of Examiners in Science. (Previous ref RO2/11).

1 volume

UoL/RO/3/10 Minutes of the Examiners for the Examinations of Women. 1869 May-1878 June

Minutes for meetings of Examiners in the Examinations for Women. (Previous ref RO2/12).

1 volume
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<td>Claims of exemption from income tax, a Certificate of Assessment of Duties, duplicate forms of Property and Income Tax for Public Office, details of fees received by the University and of accounts with H.M. Government and Richard &amp; John E. Taylor. (Previous ref RO1/1/6). 1 envelope</td>
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<td>University account sheets. (Previous ref RO1/1/8).</td>
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**UoL/RO/4/12** Financial Documents. 1852-1853
A Certificate of Assessment of Duties, a form of Property and Income Tax for Public Office, audit notes and a pay list of messengers. (Previous ref RO1/1/10).

1 envelope

**UoL/RO/4/13** Anatomy Licence. 1879
Licence issued to Henry Nottridge Moseley, M.A. & F.R.S. (Previous ref RO1/4).

1 folder

**UoL/RO/4/14** Inspector of Schools of Anatomy. 1871-1883
Counterfoils and receipts, issued by the Inspector of Schools of Anatomy, for bodies for anatomy classes and certificates for the removal of bodies and for their burial. (Previous ref RO1/5/1).

1 book

**UoL/RO/4/15** Inspector of Schools of Anatomy. 1883-1888
Counterfoils and receipts, issued by the Inspector of Schools of Anatomy, for bodies for anatomy classes and certificates for the removal of bodies and for their burial. (Previous ref RO1/5/2).

1 book

**UoL/RO/4/16** Cort Testimonial Fund Committee. 1791-1865
Letters, financial papers, extracts from newspapers, a statement of claims, minutes and a petition with a supporting report relating to the Cort Testimonial Fund established by members of the Royal Society of Arts. (Previous ref RO1/6).

1 folder

**UoL/RO/4/17** University Regulations and By-Laws. 1838-1845
Copies of regulations for degree examinations and copies of Senate minutes. (Previous ref RO1/9/1).

1 folder

**UoL/RO/4/18** University Regulations and By-Laws. 1858
Copies of regulations for degree examinations and by-laws. (Previous ref RO1/9/2).

1 folder

**UoL/RO/4/19** University Regulations and By-Laws. 1859-1865
Copies of Senate minutes and regulations for degree examinations, some with covering letters with the wax seal of the Home Office. (Previous ref RO1/9/2).

1 folder

**UoL/RO/4/20** University Regulations and By-Laws. 1868-1875
Copies of Senate minutes and regulations for degree examinations, some with covering letters with the wax seal of the Home Office. (Previous ref RO1/9/2).

1 folder

**UoL/RO/4/21** University Regulations and By-Laws. 1876-1879
Copies of Senate minutes and regulations for degree examinations, some with covering letters with the wax seal of the Home Office. (Previous ref RO1/9/3).

1 folder

**UoL/RO/4/22** University Regulations and By-Laws. 1880-1881
Copies of regulations for degree examinations including covering letters with the wax seal of the Home Office. (Previous ref RO1/9/3).

1 folder
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<td>Copies of regulations for degree examinations. (Previous ref RO1/9/5).</td>
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<tr>
<td></td>
<td>1 folder</td>
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</tr>
<tr>
<td>UoL/RO/4/28</td>
<td>Legal Papers.</td>
<td>1861-1864</td>
</tr>
<tr>
<td></td>
<td>Two affidavits, a Bill of Complaint, a transcript of the shorthand writer's notes, correspondence, notes and a press cutting relating to a dispute over the award of the gold medal in the LLD examination of 1861. (Previous ref RO1/11).</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 folder</td>
<td></td>
</tr>
</tbody>
</table>
UoL/RO/4/29  Royal Warrants.  1890-1899
Three signed Royal warrants appointing Fellows of the University of London, covering letters and a series of receipts signed by those appointed Fellows. (Previous ref RO1/18).

1 folder

UoL/RO/5/1  Scrapbook of Press Cuttings.  1892
Press cuttings relating to the proposed reconstitution of the University of London. (Previous ref RO1/13/1).

1 volume

UoL/RO/5/2  Scrapbook of Press Cuttings.  1893-1894
Press cuttings relating to the proposed reconstitution of the University of London. (Previous ref RO1/13/2).

1 volume

UoL/RO/5/3  Scrapbook of Press Cuttings.  1895-1898
Press cuttings relating to the proposed reconstitution of the University of London. (Previous ref RO1/13/3).

1 volume

UoL/RO/5/4  Press Cuttings.  1883-1890
Press cuttings relating to the proposed establishment of the University of London as a teaching institution. Also included is a letter from Sir George Young to the Chancellor of the University. (Previous ref RO1/14).

1 folder
<table>
<thead>
<tr>
<th>UoL/RO/5/5</th>
<th>Photographs of Examination Rooms and Equipment</th>
<th>c1890</th>
</tr>
</thead>
<tbody>
<tr>
<td>UoL/RO/6/1</td>
<td>Designs for University Medals.</td>
<td>c1850</td>
</tr>
<tr>
<td>UoL/RO/6/2</td>
<td>Engravings of University of London Colleges and Institutes.</td>
<td>c1890</td>
</tr>
<tr>
<td>UoL/RO/6/3</td>
<td>Seal Matrices and Dies.</td>
<td>c1850</td>
</tr>
<tr>
<td>UoL/RO/6/4</td>
<td>Specimen Diplomas and Certificates.</td>
<td>c1890</td>
</tr>
<tr>
<td>UoL/RO/6/5</td>
<td>Specimen Diplomas and Certificates.</td>
<td>c1870</td>
</tr>
</tbody>
</table>

Photographs of Examination Rooms and Equipment.
Nine black and white photographs, in a portfolio with a table of contents, showing rooms for practical examinations in physics, physiology, histology, chemistry, botany and zoology and tables of apparatus for examinations in physiology, chemistry, physics, botany and zoology. (Previous ref RO2/19).

1 folder

Designs for University Medals.
Draft designs of medals, with annotations, for University examinations. (Previous ref RO1/19).

1 folder

Engravings of University of London Colleges and Institutes.
Prints of engravings of colleges and institutes affiliated with the University of London before 1858. (Previous ref RO1/20).

1 folder

Seal Matrices and Dies.
A wooden box containing seal matrices and dies for the University of London. (Previous ref RO1/21).

1 wooden box

Specimen Diplomas and Certificates.
Portfolio containing specimen diplomas and certificates on parchment for University of London degrees and examinations, with a specimen of the Seal of the University. (Previous ref RO2/21).

1 folder

Specimen Diplomas and Certificates.

A volume of specimen diplomas and certificates for University of London degrees and examinations. (Previous ref RO2/22).

1 volume

**UoL/RO/6/6 Examination Box. 1840**

A large wooden box with "MB Second Examination 1840" stencilled on the front. It may have been used to transport or store examination scripts. (Previous ref RO2/20).

1 wooden box
The papers and correspondence listed below cover the period from the founding of the University in 1836 until 1922. The title is a misnomer since the papers do not constitute a "collection", still less one made by the Registrar. The office of Registrar was, in fact, abolished in 1901 whereas some of the papers are of a later date.

Boxes 1-56 are the remains of records found in the 'Muniment Room' in the early 1950s which Dorothy Matthew, a retired member of staff, sorted into a rough subject arrangement. She was authorised to destroy a great deal of the material and kept only what she considered to be representative of the period.

Boxes 37-44 were found in the Library bookstack in the late 1970s or early 1980s and added to the other material. Further papers of a similar nature are included in RO1 and RO2.

A Handlist to the University of London Registrars' Collection was compiled by Kate Davenport in 1981 and is available for consultation in the Palaeography Room. There is also a draft subject index to boxes 37-44 which was compiled in 1984 (see RC45).

<table>
<thead>
<tr>
<th>RC</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/1-8</td>
<td>1840-50</td>
<td>Miscellaneous</td>
</tr>
<tr>
<td>2/1-18</td>
<td>1856-69</td>
<td>&quot;</td>
</tr>
<tr>
<td>3/1-19</td>
<td>1880-89</td>
<td>&quot;</td>
</tr>
<tr>
<td>5/1-125</td>
<td>1890-96</td>
<td>&quot;</td>
</tr>
<tr>
<td>6/1-78</td>
<td>1897-98</td>
<td>&quot;</td>
</tr>
<tr>
<td>7/1-77</td>
<td>1899</td>
<td>&quot;</td>
</tr>
<tr>
<td>9/1-80</td>
<td>1900-01</td>
<td>&quot;</td>
</tr>
<tr>
<td>10/1-72</td>
<td>1900</td>
<td>Miscellaneous</td>
</tr>
<tr>
<td>11/1-129</td>
<td>1901</td>
<td>&quot;</td>
</tr>
<tr>
<td>12/1-9</td>
<td>1863-1906</td>
<td>Legal opinions</td>
</tr>
<tr>
<td>13/1-4</td>
<td>1838-1907</td>
<td>University arms, colours, motto.</td>
</tr>
<tr>
<td>14/1-27</td>
<td>1916</td>
<td>Press Agreement Committee papers.</td>
</tr>
<tr>
<td>15/1-11</td>
<td>1872-1901</td>
<td>Correspondence concerning the Royal Family.</td>
</tr>
<tr>
<td>16/1-21</td>
<td>1875-1900</td>
<td>Colonial examinations</td>
</tr>
<tr>
<td>17/1-10</td>
<td>1837-91</td>
<td>Printed copies of University Charters and drafts.</td>
</tr>
</tbody>
</table>
RC REGISTRARS' COLLECTION

RC 18/3 Notebook containing the minutes of a meeting of the Board of Studies in Modern Language, with a list of people misusing London degree titles in advertisements. 1896-98

Note: RC 18/1-2 were transferred to the Senate group of records See ST 3/6 and ST 2/4/1

RC 19/1-25 Examinations for women. 1856-94.

RC 20/1-22 Medicine. Medical education in general. 1833-99

RC 21/1-22 Medicine. Medical education within the University. 1871-99.

RC 22 Material for the Principal's Handbook. 1922.

RC 23/1-20 Reconstruction of the University. 1880-89.
RC 24/1-16 " " " 1890-92.
RC 25/1-24 " " " 1893-98.

RC 26/1-5 University of London Act. 1898-1900.

RC 27/1-20 Papers resulting from the passing of the University of London Act. 1898-1900.


RC 30/1-2 Treasury letters. Government vote and miscellaneous. 1842-1900

RC 31/1-5 Treasury letters. Staff examiners, library, benefactors, accommodation. 1867-1900.

RC 32/1-10 Royal Commission, 1911, and University finance. 1908-11.

RC 33/1-37 Miscellaneous. June 1897

RC 34/1-7 King's College Transfer Act 1908. 1908-9.

RC 35/1-37 Warrants appointing Fellows. 1850-86.

RC 36/1-44 Correspondence concerning the Preliminary Scientific Examination. 1869-87.

RC 37/1-73 Examinations. 1838-89

RC 38/1-81 Examinations. 1890-96.

RC 39/1-34 Examinations. 1896-99.
REGISTRAR'S OFFICE

RC REGISTRARS' COLLECTION

RC 40/1-21 Medical examinations, science degrees and colonial examinations. 1859-99.

RC 41/1-14 Correspondence concerning the work of the Association for Promoting and Teaching University for London. 1885-6.

RC 42/1-20 Miscellaneous. 1856-1901

RC 43/1-22 Miscellaneous. 1898-1919.

RC 44/1-20 Miscellaneous. 1836-98.


16 boxes
UoL/SA/1/1 Staff Association. 1946 May-1969 December
Minutes, agenda and supporting paperwork for meetings of the Association. (Previous ref SA1/7/1).
1 volume

UoL/SA/1/2 Staff Association. 1970 January-1974 November
Minutes, agenda and supporting paperwork for meetings of the Association. (Previous ref SA1/7/2).
1 volume

UoL/SA/1/3 Staff Association. 1975 February-1980 December
Minutes, agenda and supporting paperwork for meetings of the Association. (Previous ref SA1/7/3).
1 volume

UoL/SA/1/4 Staff Association. 1980 November-1984 November
Minutes, agenda and supporting paperwork for meetings of the Association. (Previous ref SA1/7/4).
1 volume

UoL/SA/1/5 Central University Staff Joint Consultative Committee. 1971 January-1975 July
Minutes, agenda and supporting paperwork for meetings of the Committee. (Previous ref SA1/8/1/1).
1 volume

UoL/SA/1/6 Central University Staff Joint Consultative 1975
Committee.

Minutes, agenda and supporting paperwork for meetings of the Committee. (Previous ref SA1/8/1/2).

1 volume

UoL/SA/1/7 Central University Staff Joint Consultative Committee.

Minutes, agenda and supporting paperwork for meetings of the Committee. (Previous ref SA1/8/1/3).

1 volume

UoL/SA/1/8 Central University Safety Committee.

Minutes and supporting paperwork for meetings of the Committee.

1 volume

UoL/SA/2 Reports.


1 volume
<table>
<thead>
<tr>
<th>Reference</th>
<th>Description</th>
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<tbody>
<tr>
<td>UoL/SA/3/1</td>
<td>Senate House Cricket Club. 1952-1958 Correspondence relating to match fixtures and fixture lists. (Previous ref SA2/2/1). 1 folder</td>
</tr>
<tr>
<td>UoL/SA/3/2</td>
<td>Senate House Cricket Club. 1959-1960 Correspondence relating to match fixtures and fixture lists. (Previous ref SA2/2/1). 1 folder</td>
</tr>
<tr>
<td>UoL/SA/3/3</td>
<td>Senate House Cricket Club. 1955-1957 Correspondence, financial details, programmes, dance cards, ticket applications and tickets for annual dinners held by the Cricket Club. (Previous ref SA2/2/2). 1 folder</td>
</tr>
<tr>
<td>UoL/SA/3/4</td>
<td>Senate House Cricket Club. 1957-1960 Correspondence, memoranda, receipts and forms for the returns of expenses and proceeds for the Cricket Club Grand National Draw. Details of the names and addresses of those entering the draw are currently closed in accordance with the Data Protection Act. (Previous ref SA2/2/3). 1 folder</td>
</tr>
<tr>
<td>UoL/SA/3/5</td>
<td>Senate House Cricket Club. 1958 Correspondence relating to an appeal by the National Spastics Society. (Previous ref SA2/2/4). 1 folder</td>
</tr>
<tr>
<td>UoL/SA/3/6</td>
<td>Senate House Cricket Team Black and White Photograph with Players Names. 1954 (Previous ref SA2/3). 1 folder</td>
</tr>
<tr>
<td>UoL/SA/3/7</td>
<td>Gardening Club.</td>
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<tr>
<td>Treasurer's papers including correspondence, details of income and expenditure, reports, lists of members and minutes of an annual general meeting. (Previous ref SA3/1/1).</td>
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<td>1 folder</td>
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<tr>
<td>Treasurer's papers including correspondence, details of income and expenditure, reports, membership lists and minutes of annual general meetings. (Previous ref SA3/1/1).</td>
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<tr>
<th>UoL/SA/3/9</th>
<th>Gardening Club.</th>
<th>1962-1964</th>
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<tr>
<td>Treasurer's papers including correspondence, details of income and expenditure, membership lists, reports and minutes of annual general meetings. (Previous ref SA3/1/1).</td>
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<table>
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<tr>
<th>UoL/SA/3/10</th>
<th>Gardening Club.</th>
<th>1965-1969</th>
</tr>
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<tbody>
<tr>
<td>Treasurer's papers including correspondence, reports, details of income and expenditure, receipts, membership lists and meeting agenda. (Previous ref SA3/1/2).</td>
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<thead>
<tr>
<th>UoL/SA/3/11</th>
<th>Senate House Players/Senate House Drama Group.</th>
<th>1955-c1980</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programmes for productions of &quot;The Corn is Green&quot; by Emlyn Williams and &quot;Bell, Book and Candle&quot; by John van Druten (Senate House Players) and &quot;84, Charing Cross Road&quot; by Helene Hanff (Senate House Drama Group). (Previous ref SA4/1/1-4/1/4).</td>
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<tr>
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<tr>
<th>UoL/SA/3/12</th>
<th>University of London Society of Change</th>
<th>1994-1995</th>
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<tr>
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<td>Description</td>
<td>Period</td>
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<td>(Previous ref SA5/1/2).</td>
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<td>1 report</td>
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<td>(Previous ref SA5/1/3).</td>
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<td>(Previous ref SA5/1/4).</td>
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<td>(Previous ref SA5/1/5).</td>
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<td>1 report</td>
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<td></td>
<td>(Previous ref SA5/1/6).</td>
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</table>
University of London Society of Change
Ringers Annual Report.
(Previous ref SA5/1/7).
1 report

(Previous ref SA5/1/8).
1 report

(Previous ref SA5/1/9).
1 report

(Previous ref SA5/1/10).
1 report

(Previous ref SA5/1/11).
1 report

(Previous ref SA5/1/12).
1 report

A programme for "Thespis or The Gods Grown Old" by W.S. Gilbert and A. S. Sullivan. (Previous ref SA7/1).

1 folder

UoL/SA/3/26  Musical Society.  1948
A programme for a concert at the Central Hall, Westminster.

1 folder

Minutes, agenda, memoranda, details of income and expenditure, names of committee members, a copy of the Society’s constitution and information about wine tasting events.

1 folder

UoL/SA/3/28  Senate House Cricket Club.  1951-1953
Honorary Secretary's papers including correspondence, memoranda, minutes, agenda, reports of annual general meetings, details of income and expenditure and match fixtures and results. (Previous ref SA2/1/1).

1 folder

UoL/SA/3/29  Senate House Cricket Club.  1954-1955
Honorary Secretary's papers including correspondence, memoranda, minutes, agenda, reports of annual general meetings, details of income and expenditure and match fixtures and results. (Previous ref SA2/1/1).

1 folder
UoL/SA/3/30 Senate House Cricket Club. 1956-1961
Honorary Secretary's papers including correspondence, memoranda, minutes, agenda, reports of annual general meetings, details of income and expenditure and match fixtures and results. (Previous ref SA2/1/2).

1 folder

UoL/SA/4/1 Staff Association Newsletters. 1937 April-1968 March
(Previous ref SA1/1/1).

1 volume

UoL/SA/4/2 Staff Association Newsletters. 1969 April-1981 June
(Previous ref SA1/1/2).

1 volume

UoL/SA/4/3 Staff Association Newsletter. 2001 May

1 folder


1 folder

UoL/SA/4/5 Staff Association Newsletters. 1981 December-1984 November

1 folder
UoL/SAS University of London School of Advanced Study. 1989-1997

Council for the University of London Institutes for Advanced Study Meeting Papers (CULIAS) meeting papers including minutes, agenda and supporting paperwork; administrative papers including correspondence, memos, file and meeting notes and guides and course programmes for School of Advanced Study Institutes.

7 folders and 7 publications

UoL/SAS/1/1 Meeting Papers. 1989-1990
Agenda and minutes and other supporting paperwork including correspondence, guidance notes and details of strategic planning and academic plans for Institutes.

1 folder

UoL/SAS/1/2 Meeting Papers. 1991
Minutes and agenda and supporting paperwork including notes by the Strategic Issues Group; “Governance of the University”, a report by the Vice-Chancellor; details of the federal and central support structure of the University and a proposal for a merger between the IHR and IUSS.

1 folder

UoL/SAS/1/3 Meeting Papers. 1992
Agenda and minutes and supporting paperwork including file notes, a report on the Warburg Institute and details of an Institute of Advanced Study, its national role and funding figures.

1 folder

UoL/SAS/1/4 Meeting Papers. 1993
Agenda and minutes and supporting paperwork including correspondence, meeting notes, a report to the Joint Planning Committee, terms of reference for CULIAS and details about members, grant allocations and the award of degrees.

1 folder
UoL/SAS/2/1 **Administrative Papers.**

Memos and file notes including draft proposals for the School of Advanced Study, a draft constitution and details of the filing system.

1 folder

UoL/SAS/2/2 **Administrative Papers.**

Correspondence and memos and file notes including details of HEFCE funding, the production of annual reports, associate membership of the School by The British Institute in Paris, the Centre for Defence Studies and the Courtauld Institute and decisions on the constitution.

1 folder

UoL/SAS/2/3 **Administrative Papers.**

Correspondence, emails, memos and meeting notes including details of amendments to research funding, accommodation for the School in the Senate House, the purchase and loan of equipment, access to library facilities and proposals for a computer service.

1 folder

UoL/SAS/3/1 **"ULIAS: A guide to University of London Institutes for Advanced Study".**

1 publication

UoL/SAS/3/2 **"The History of the Book" M.A Degree Prospectus.**

1 publication
<table>
<thead>
<tr>
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<tbody>
<tr>
<td></td>
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<td>UoL/SAS/3/5</td>
<td>School of Advanced Study Guide.</td>
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<td>UoL/SAS/3/6</td>
<td>&quot;The Book as Revelation&quot; an Inaugural Lecture by R.C. Ralston.</td>
<td>1996</td>
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<td></td>
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<td>UoL/SAS/3/7</td>
<td>The History of the Book M.A. Programme.</td>
<td>1996</td>
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<td>1 publication</td>
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</tbody>
</table>
Minutes, agenda and supporting paperwork for meetings of the Standing Conference.

7 folders

**UoL/SC/1 Meeting Papers.** 1977-1979
Minutes with supporting paperwork including reports; information about retirement and a one day conference on Committee Servicing (22 March 1979); details of training needs; suggested functions of the School Training Officer and booklets titled, "Annual Report Calendar Year 1978" and "Training Opportunities".

1 folder

**UoL/SC/2 Meeting Papers.** 1980-1983
Minutes and agenda with supporting paperwork including names of members of sub-committees, details of Federal Training Programmes for March/October 1983, reports, notes of meetings and visits, a copy of an induction checklist and details of the structure and role of University Training Committees.

1 folder

**UoL/SC/3 Meeting Papers.** 1984-1986
Minutes and agenda with supporting paperwork including correspondence; reports; memoranda; minutes of meetings held by Training Committees for Manual and Ancillary Staff, Technical Staff, Clerical and Related Staff and Administrative Staff and details of members of the Standing Conference.

1 folder

**UoL/SC/4 Meeting Papers.** 1987-1989
Minutes and agenda with supporting paperwork including lists of members and regional groups, a timetable for a retirement workshop, guidance notes on institutional plans by the Universities Funding Council, reports, a survey of school training budgets,
a prospectus of training courses and details of proposed courses.

1 folder

UoL/SC/5  Meeting Papers.  1990-1992
Minutes and agenda with supporting paperwork including meeting notes, memoranda, reports, details of the future of the training committees, programmes for training courses and a summary of results of a survey of institutional training needs.

1 folder

UoL/SC/6  Meeting Papers.  1993-1996
Minutes and agenda with supporting paperwork including correspondence, discussion papers, memoranda, reports, a copy of UCoSDA Briefing Paper Sixteen (March 1995) and a membership list.

1 folder

UoL/SC/7  Meeting Papers.  1997-2000
Minutes and agenda with supporting paperwork including reports, membership lists, a copy of "Bett on People" a UCoSDA Occasional Paper, details of courses, memoranda and an ILT Newsletter (April 1999).

1 folder
Minutes of the Matriculation and School Examinations Council (to 1929, Matriculation Board). 1908-39.
Unsigned (except 1916-19 and 1921-30)
Indexed (except 1911-21 and 1927-9)

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>1</td>
<td>1908-9</td>
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<td>1911-16</td>
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<td>1921-4</td>
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<td>1924-7</td>
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<td>1927-9</td>
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<td>9</td>
<td>1929-30</td>
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</tbody>
</table>

1½ volumes and 2 ½ envelopes (4, 5, 8)
SCHOOL EXAMINATIONS BOARD

SE 2 MATRICULATION

SE 2/1/1-16
Registers of exemptions from Matriculation through outside examinations. 1905-51

1. 1905-19
2. 1919-26
3. 1926-30
4. 1930-4
5. 1934-8
6. 1938-41
7. 1941-3
8. 1943-5

9. 1945-6
10. 1946-7
11. 1947-8
12. 1948-9
13. 1949-50
14. 1950-1
15. 1951 (26-30 April)
16. 1951 (30 April)

16 volumes

SE 2/2/1-2
Report, by subject, of examiners on Matriculation examinations. 1930-9

1. 1930-4
2. 1935-9

2 envelopes

SE 2/3/1-25
Negative microfilms of Matriculation examination mark sheets. 1904-51. Arranged by date of examination and candidate number.

1. 1904-6
2. 1907-8
3. 1909-11
4. 1912-14
5. 1915-18
6. 1919-20
7. 1921-2
8. 1923-4
9. 1925-6
10. 1927-8
11. 1929-30
12. 1931-2
13. 1933-4

14. 1935-6
15. 1937-8
16. 1939-40
17. 1941-2
18. 1943-4
19. 1945
20. 1946
21. 1947
22. 1948
23. 1949
24. 1950
25. 1951

25 reels
Correspondence, chiefly with examiners, concerning the setting of the General School Examination 1935-8.

1. 1935-6 (Midsummer 1936 examination)
2. 1936   (December 1936)
3. 1936-7 (Midsummer 1937)
4. 1937-8 (Midsummer 1938)

4 envelopes

Correspondence and other papers relating to the setting and marking by the University of the scholarship examination at Wintringham School, Grimsby. 1932-5

1. 1932
2. 1933
3. 1934
4. 1935

4 envelopes

Negative microfilms of General School Examinations mark sheets. 1918-50

Arranged by date of examination, name of school and candidate number.

1. 1918-19
2. 1920-1 Midsummer examinations  
   1920-4 December examinations
3. 1922 Midsummer
4. 1923 Midsummer
5. 1924 Midsummer
6. 1925 Midsummer  
   1925-6 December
7. 1926 Midsummer
8. 1927 Midsummer  
   1927-8 December
9. 1928 Midsummer
10. 1929 Midsummer
11. 1930 Midsummer
Negative microfilms of General School Examinations mark sheets. 1918-50 (contd.)

Arranged by date of examination, name of school and candidate number.

12. 1931     Midsummer  
       1929-31 December

13. 1932     Midsummer  
       1932-3 December

14. 1933     Midsummer

15. 1934     Midsummer and December

16. 1935     Midsummer and December

17. 1936     Midsummer and December

18. 1937     Midsummer and December

19. 1938     Midsummer and December

20. 1939     Midsummer and December

21. 1940     Midsummer

22. 1941     Midsummer
       1940-1 December

23. 1942     Midsummer and December

24. 1943     Midsummer
       1943-4 December

25. 1944     Midsummer

26. 1945     Midsummer and December

27. 1946     Midsummer (part)

28. 1946     Midsummer (part) and December

29. 1947     Midsummer (part)

30. 1947     Midsummer (part) and December

31. 1948     Midsummer (part)

32. 1948     Midsummer (part) and December

33. 1949     Midsummer (part)

34. 1949     Midsummer (part) and December

35. 1950     Midsummer (part)

36. 1950     Midsummer (part) and December

36 reels