



Guide to the Dr. Charles L. Adams Graduate Studies and Department of English Records

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Summary Information

Repository:	University of Nevada, Las Vegas. University Libraries. Special Collections and Archives.
Creator:	Adams, Charles L., 1929-2008
Title:	Dr. Charles L. Adams Graduate Studies and Department of English Records
ID:	UA-00014
Date [inclusive]:	1960 to 1988
Physical Description:	6.48 Cubic Feet (10 boxes)
Physical Description:	5.42 Linear Feet
Language of the Material:	English
Abstract:	The collection is comprised of Dr. Charles L. Adams' committee, senate, and association meeting minutes, correspondence, and records from 1960 to 1988 collected while he worked in both the Department of English and the Graduate Studies division of Nevada Southern University (NSU) and the University of Nevada, Las Vegas (UNLV). The collection documents the establishment of the graduate studies program at NSU before it was UNLV. The collection also includes early information about the Department of English including memoranda and course schedule planning.

Preferred Citation

Dr. Charles L. Adams Graduate Studies and Department of English Records, 1960-1988. UA-00014. Special Collections and Archives, University Libraries, University of Nevada, Las Vegas. Las Vegas, Nevada.

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Biographical Note

Dr. Charles Lynford Adams (1929-2008) was a forty-eight year resident of Las Vegas, Nevada and a professor at the University of Nevada, Las Vegas (UNLV) from 1960 to 1999. Dr. Adams was born in Joliet, Illinois and served in the U.S. Army. He earned his B.A. from Michigan State, his M.A. from the University of Illinois, and his Ph.D. from the University of Oregon. Dr. Adams began his teaching career in 1960 at Nevada Southern University (NSU) and witnessed its growth and

transition into the University of Nevada, Las Vegas. From 1964 to 1971 Dr. Adams was in charge of graduate studies for all of NSU and UNLV until 1972 when the Graduate College was established.

Sources:

"Dr. Charles Adams," Las Vegas Review-Journal accessed February 14, 2018. <http://obits.reviewjournal.com/obituaries/lvrj/obituary.aspx?page=lifestory&pid=142271820>.

Moehring, Eugene P. *The University of Nevada, Las Vegas: A History*. Reno, Nev.: University of Nevada Press, 2007.

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Scope and Contents Note

The collection is comprised of Dr. Charles L. Adams' committee, senate, and association meeting minutes, correspondence, and records from 1960 to 1988 collected while he worked in both the Department of English and Graduate Studies division of Nevada Southern University (NSU) and the University of Nevada, Las Vegas (UNLV). The collection includes records from graduate studies at Nevada Southern University before it was the University of Nevada, Las Vegas such as scheduling, classes offered, and documentation pertaining to the establishment of graduate studies. The Collection also includes information about the English Department at UNLV. The materials about graduate studies at NSU consist of Graduate Council meeting minutes 1966 to 1972, brochures, faculty reorganization lists, and class scheduling planning. The materials about the English Department includes department meeting minutes and memoranda spanning the years 1966 to 1988. The records highlight the transition from NSU to UNLV and the growth and development of the Graduate College and the English department grew and changed. The records also highlight Dr. Adams' work with different committees and organizations including the Faculty Senate, the American Association of University Professors, and the Academic Council.

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Arrangement

Materials are arranged into three series:

- I. Committees, Senates, and Associations;
- II. Communication;
- III. Records.

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Administrative Information

Access Note

Collection is open for research, with the exception of materials that are restricted to protect personally identifiable information. Restrictions are noted at the file level of this inventory and will be open for research use January 1, 2040.

Publication Rights

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Acquisition Note

Materials were transferred to the University Archives in 2008 by Rebecca and Stephen Adams; accession number 2017-041.

Processing Note

These records were processed, organized, and described by Maggie Bukowski in 2018. Maggie Bukowski created the finding aid in 2018.

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Names and Subjects

- English teachers
- Education, Higher -- Administration
- University of Nevada, Las Vegas
- University of Nevada, Las Vegas. Graduate College

Collection Inventory

Series I. Committees, Senates, and Associations, 1964-1984

Physical Description: 6.48 Cubic Feet (10 boxes)

Physical Description: 5.42 Linear Feet

Scope and Contents Note: The Committees, Senates, and Associations series consists of meeting minutes, communication, and memoranda relating to Dr. Charles Adams's work on different committees, senates, and associations from 1964 to 1984. Committees, senates, and associations of particular interest in this series include Nevada Southern University (NSU) Graduate Council meeting minutes, NSU Academic Council, NSU Faculty Reorganization Committee, the University of Nevada, Las Vegas (UNLV) Faculty Senate meeting minutes, the Southern Nevada Teachers of English, and the Nevada Faculty Alliance.

Arrangement: Materials remain in original order.

Title/Description	Containers
Southern Nevada Teachers of English newsletters, Nevada Southern University (NSU) Academic Council meeting minutes and memoranda, American Federation of Teachers newsletters, University of Nevada, Las Vegas (UNLV) Senate meeting minutes, Nevada State Council of Teachers of English newsletters, 1966-1976	box 01
Phi Kappa Phi communication, newsletters, and memorandum; UNLV Senate meeting minutes, 1976-1979	box 02
Phi Kappa Phi communication, newsletters, memoranda; University Music Society newsletters, 1972-1976	box 03
UNLV Senate Code Committee meeting minutes, UNLV Senate meeting minutes, 1974-1978	box 04
UNLV Senate Executive Committee meeting minutes, NSU Coordinating Council meeting minutes, Development Guidelines Committee meeting minutes, Instructional Innovation Committee, 1966-1969	box 05
Academic Council, NSU Faculty Reorganization Committee meeting minutes and memoranda, 1964-1967	box 06
Library Committee meeting minutes, Instructional Innovation Committee meeting minutes, NSU Graduate Council meeting minutes and communication, 1966-1972	box 07
UNLV Faculty Senate meeting minutes, Executive Board of UNLV meeting minutes, 1981-1983	box 08
UNLV Faculty Senate meeting minutes, Undergraduate Committee communication, Freshman English Committee communication, meeting minutes, and memoranda; Nevada Faculty Alliance newsletters, UNLV personnel Committee memoranda, 1979-1986	box 09
UNLV Faculty Senate meeting minutes, Nevada State of Education memoranda and newsletters, 1983-1984	box 10

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Series II. Communication, 1966-1988

Physical Description: 4.54 Cubic Feet (7 boxes)

Physical Description: 3.79 Linear Feet

Scope and Contents Note: The Communication series consists of professional correspondence sent and received by Dr. Charles Adams as well as memoranda and communication received by Dr. Adams from

different campus entities from 1966-1988. This series highlights communication from Nevada Southern University (NSU) such as faculty bulletins as well as memoranda from the College of Arts and Letters and the Department of English.

Arrangement: Materials remain in original order.

Title/Description	Containers
Dr. Charles Adams professional correspondence, 1977-1978	box 01
College of Arts and Letters memoranda, UNLV Faculty Bulletin, English Department correspondence and memoranda, 1976-1979	box 02
Nevada Southern University (NSU) Faculty Bulletin, NSU Faculty Policy Bulletin, 1967-1968	box 05
NSU Faculty Bulletin, NSU Faculty Policy Bulletin, 1966-1967	box 06
English Department memoranda, 1967-1968	box 07
Chancellors memoranda, Dr. Charles Adams professional correspondence, English Department memoranda and correspondence, College of Arts and Letters memoranda, UNLV Faculty Bulletin, Presidents newsletter, 1979-1983	box 08
English Department correspondence and memoranda, College of Arts and Letters memoranda, Dr. Charles Adams professional correspondence, 1982-1988	box 09

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Series III. Subject Files, 1960-1976

Physical Description: 1.94 Cubic Feet (3 boxes)

Physical Description: 1.63 Linear Feet

Scope and Contents Note: The Subject Files series consists of topical files maintained by Dr. Charles Adams from 1960 to 1976. Topics include Nevada Southern University (NSU) class schedules, enrollment, codes and statistics as well as graduate council planning.

Arrangement: Materials remain in original order.

Title/Description	Containers
Nevada Southern University (NSU) statements of operations, NSU admission statistics, NSU class schedules, and Dr. Charles Adams travel claims, 1960-1976	box 01
NSU codes, NSU enrollment and statistics, graduate catalog planning, University of Nevada Las Vegas (UNLV) administrative manual, 1967-1974	box 03
Associates of Art Nursing research and planning, NSU graduate forms planning, 1966-1967	box 06

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