



Guide to the University of Nevada, Las Vegas Office of the Vice President for Business Affairs Records

This finding aid was created by UNLV Special Collections and Archives staff. This copy was published on March 28, 2022. Please contact special.collections@unlv.edu for questions regarding this collection.

Persistent URL for this finding aid: <http://n2t.net/ark:/62930/f1gg89>

© 2022 The Regents of the University of Nevada. All rights reserved.

**University of Nevada, Las Vegas. University Libraries. Special
Collections and Archives.**

Box 457010

4505 S. Maryland Parkway

Las Vegas, Nevada 89154-7010

special.collections@unlv.edu

Table of Contents

Summary Information	3
Biographical Note	4
Scope and Contents Note	5
Arrangement Note	5
Administrative Information	6
Names and Subjects	6
Collection Inventory	6
Westfall Correspondence	6
Financial Records	21
Nevada Southern University (NSU) Land Foundation	27
Board of Regents agendas	28

Summary Information

Repository:	University of Nevada, Las Vegas. University Libraries. Special Collections and Archives.
Creator:	University of Nevada, Las Vegas. Office of Vice President for Business Affairs
Contributor:	Westfall, Herman, 1926-2012
Title:	University of Nevada, Las Vegas Office of the Vice President for Business Affairs Records
ID:	UA-00046
Date [inclusive]:	approximately 1954-1988
Physical Description:	25.95 Linear Feet
Physical Description:	26.86 Cubic Feet (43 boxes, 1 flat file)
Language of the Material:	English
Abstract:	The records are comprised of budgetary and financial information dating from 1954 to 1988 created by the University of Nevada, Las Vegas (UNLV) Office of the Vice President for Business Affairs. The records include information about UNLV budgets, physical plant information, work programs, and correspondence sent to and from Herman Westfall, Vice President of Business Affairs from 1962 to 1987. The collection also includes Herman Westfall's correspondence files which contain information such as estimative budgets, correspondence with UNLV presidents and colleges, contracts, memoranda, and committee information.

Preferred Citation

Office of the Vice President for Business Affairs Records, 1954-1988. UA-00046, Special Collections and Archives, University Libraries, University of Nevada, Las Vegas. Las Vegas, Nevada.

[^ Return to Table of Contents](#)

Biographical Note

The Office of the Vice President for Business Affairs was an office housed in the president of the University of Nevada, Las Vegas (UNLV) cabinet from 1975 to 1989. The office was responsible for overseeing the university's finances including long term business plans, overarching budgets, and investments. When the Southern Regional Division of the University of Nevada opened in Las Vegas, Nevada in 1962 the office was named the Business Manager. In 1962 Herman Westfall became the first business manager for the Southern Regional Division of the University of Nevada. Westfall continued to hold this position when the Southern Regional Division of the University of Nevada transitioned to Nevada Southern in 1965.

Source:

"Herman Westfall," Las Vegas Review-Journal (Las Vegas, NV), <http://obits.reviewjournal.com/obituaries/lvrj/obituary.aspx?pid=156954135>

Chronology	
1962	Herman Westfall became the Business Manager for Nevada Southern University (NSU).
1965	The Southern Regional Division of the University of Nevada transitioned to Nevada Southern University.
1969	Nevada Southern University became independent of the University of Nevada, Reno (UNR) and the University of Nevada, Las Vegas (UNLV) is established. Herman Westfall became the Vice President for Business Affairs at UNLV.
1987	Herman Westfall retired.
1989	The Office of the Vice President for Business Affairs became the Vice President for Finance and Administration.
2001	The Vice President for Finance and Administration was renamed the Vice President for Finance.
2018	As of 2018 the position was called the Vice President for Finance and Business.

[^ Return to Table of Contents](#)

Scope and Contents Note

The records are comprised of budgetary and financial information dating from 1954 to 1988 created by the University of Nevada, Las Vegas (UNLV) Office of the Vice President for Business Affairs. The records include information about UNLV budgets, physical plant information, work programs, and correspondence sent to and written by Herman Westfall, who served as business manager of Nevada Southern University and then Vice President of Business Affairs at UNLV from 1969 to 1987. The records contain overarching budgetary and financial information about UNLV and the Nevada System of Higher Education as well as detailed budgetary and financial information such as work program details that record the demographics of UNLV employees over a span of years. The records also contain information about UNLV physical plant and the Nevada Southern University Land Foundation that offer detailed financial records about UNLV building and grounds upkeep and improvements. They also provide information about the acquisition of land for university development. Herman Westfall's correspondence files includes information such as estimated budgets, correspondence with UNLV presidents and colleges, contracts, memoranda, and committee information. The collection provides a financial and budgetary overview of UNLV from its inception as Nevada Southern University and charts the university's growth and expansion into the late 1980s.

[^ Return to Table of Contents](#)

Arrangement Note

These records are arranged into four series:

Series I. Westfall Correspondence, 1966-1988;

Series II. Financial Records, 1954-1982;

Series III. Nevada Southern University Land Foundation, 1967-1983;

Series IV. Board of Regents, 1981-1982.

[^ Return to Table of Contents](#)

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 on January 1, 2063.

Publication Rights

Materials in this collection may be protected by copyrights and other rights. See [Reproductions and Use](#) on the UNLV Special Collections website for more information about reproductions and permissions to publish.

Acquisition Note

Materials were transferred to the University Archives in 1987 by the Office of the Vice President for Business Affairs; accession numbers AC 52, AC 67, AC 72, 1987-172, 1988-007.

Processing Note

In 2018 the materials were processed, arranged, and described by Maggie Bukowski.

[^ Return to Table of Contents](#)

Names and Subjects

- Financial records
- Financial statements
- Land use
- Education, Higher -- Administration
- Nevada System of Higher Education
- University of Nevada, Las Vegas -- History

Collection Inventory

Westfall Correspondence, 1966-1988

Physical Description: 14.83 Linear Feet

Physical Description: 17.68 Cubic Feet (28 boxes)

Scope and Contents Note: The records are comprised of professional correspondence created by Herman Westfall in his role as Business Manager from 1962 to 1969 for Nevada Southern University (NSU) and his later position at the University of Nevada, Las Vegas as the Vice President of Business Affairs from 1966 to 1988. The series highlights correspondence between Westfall and other campus entities such as the Office of the President, the Deans of various colleges, and the offices of the Controller, Personnel, Physical Plant, Purchasing, and Central Services. Main topics of correspondence include tuition, employee salaries, department budgets, and annual reports. Overall the correspondence focuses on financial planning and information for the university as a whole.

Arrangement Note: Materials are roughly arranged chronologically.

Title/Description	Containers
Work Program, 1980-1981	box 15
Work Program, 1980-1981	box 15
Physical Plant Planning Committee, 1977-1978	box 15
Administrative Job Security Committee, 1977-1978	box 15
Union Expansion Committee, 1977-1978	box 15
Investment Bids and Bank Summary reports, 1977-1978	box 15
Revenue Estimations and Accounting reports, 1977-1978	box 15
Estimative Budget, 1977-1978	box 15
Campus Improvement Planning, 1975-1979	box 15
UNLV Bookstore Remodeling, 1977-1978	box 15
Bicycle Path, 1976-1978	box 15
Enrollment reports and projects, 1977	box 15
Notice of public hearings and rezoning requests, 1978	box 15
Lease agreements with convention center, 1977-1978	box 15
Attorney General correspondence, 1978	box 15
Lorne Seidmann-Assistant. General Counsel correspondence, 1978	box 15
Chancellor Neil Humphrey correspondence, 1977-1978	box 15
Board of Regents correspondence, 1977-1978	box 15
Physical Plant Planning Committee, 1977	box 16
President Baepler correspondence, 1977	box 16
President Baepler correspondence, 1978	box 16
General correspondence, 1977-1978	box 16
Vice President Gentile correspondence, 1977-1978	box 16
Dean of Arts and Letters Unrue correspondence, 1977-1978	box 16
Vice President Dixon correspondence, 1977-1978	box 16
Vice President Glennen correspondence, 1977-1978	box 16

Wayne Williams, Controller, correspondence, 1977-1978	box 16
Robert Lamkin, Personnel, correspondence, 1977-1978	box 16
Ross Morton and Charles Moody, Physical Plant, correspondence, 1977-1978	box 16
A.L. Cunningham, Purchasing, correspondence, 1977-1978	box 16
Bob Roberts, Central Services, correspondence, 1978	box 16
General correspondence and information, 1977-1978	box 16
General correspondence and information, 1977-1978	box 16
Adjunct faculty, 1975-1976	box 16
Faculty information bulletins, 1977-1978	box 16
Classified staff employees council bulletins, 1977-1978	box 16
Campus updates, 1977-1978	box 16
Payroll banking, 1977-1978	box 16
V.P. Business Affairs interdepartmental requisitions (IDR's), requests for checks, 1977-1978	box 16
Miscellaneous requests for check and IDR's, 1976-1978	box 16
President Boyer-Clark County Community College (CCCC) correspondence, 1977-1978	box 16
Payroll banking, 1978-1980	box 16
V.P. Business Affairs IDR's, request for checks, travel requests, 1978-1979	box 16
Miscellaneous requests for check and IDR's, 1978-1978	box 16
Student union task force, 1979	box 16
Investment bids and bank summary reports, 1978-1979	box 17
Revenue estimations, accounting reports, 1978-1979	box 17
1978 summer session, 1978	box 17
Biennial Budget, 1979-1981	box 17
Israel Bonds, 1977-1978	box 17
One-shot equipment list, 1979-1981	box 17
Business office centers, 1977	box 17
Capital improvements, 1977	box 17
Enrollment reports and projections, 1979-1979	box 17
Western Association of College and University Business Officers - National Association of College and University Business Officers (WACUBO-NACUBO), 1977-1979	box 17

Notice of public hearings and rezoning requests, 1978-1979	box 17
General correspondence, 1978-1979	box 17
Lorne Seidman-Assistant. General Counsel, UNS correspondence, 1979	box 17
Chancellor Baepler and staff correspondence, 1978-1979	box 17
Board of Regents correspondence, 1978-1979	box 17
Acting President Dixon correspondence, 1978	box 17
Vice President Gentile correspondence, 1979	box 17
Vice President Glennen correspondence, 1979	box 17
Dean of Arts and Letters correspondence, 1978-1979	box 17
Dean of Education correspondence, 1979	box 17
Dean of Hotel College correspondence, 1978	box 17
Dean of Science, Math, and Engineering correspondence, 1978-1979	box 17
Dean of Graduate College correspondence, 1978-1979	box 17
Dean of Continuing Education correspondence, 1978-1979	box 17
Director of Athletics correspondence, 1977-1979	box 17
Wayne Williams, Controller correspondence, 1978-1979	box 17
Robert Lamkin, personnel correspondence, 1978-1979	box 18
Charles Moody, Physical Plant correspondence, 1978-1979	box 18
A.L. Cunningham Purchasing correspondence, 1979	box 18
Bob Roberts, Central Services correspondence, 1978	box 18
General correspondence and information, 1979	box 18
General correspondence and information, 1978-1979	box 18
CCCC, correspondence, 1978-1979	box 18
Audit reports, University of Nevada System (UNS) internal audit, 1977-1979	box 18
University Research Council, 1976-1977	box 18
Investment bids and bank summary records, 1976-1977	box 18
Revenue estimations and accounting reports, 1976-1977	box 18
Work program, 1976-1977	box 18
Estimative budget, 1976-1977	box 18
Grants and contracts reports, 1976-1977	box 18
Landscape architect, Saladino, 1976-1977	box 18
Enrollment reports and projections, 1976-1977	

	box 18
Notice of public hearings and rezoning requests, 1976-1977	box 18
Occupational Health and Safety Administration (OSHA), 1976-1977	box 18
Athletics correspondence, 1976-1977	box 18
Lease agreements-Las Vegas Stadium, 1976-1977	box 18
Baja, California trip agreement, 1976-1977	box 18
Music contracts, 1976-1977	box 19
Ham concert hall contracts, 1976-1977	box 19
Title XX vendor contracts-Rehab Division-State Department of Human Resources, 1976-1977	box 19
Hilton Hotel corporation contract, 1976-1977	box 19
General correspondence, 1976-1977	box 19
Chancellor Neil Humphrey correspondence, 1976-1977	box 19
President Baepler correspondence, 1977 Physical Description: 2 Files	box 19
Payroll banking, 1976-1977	box 19
Vice President Dixon correspondence, 1976-1977	box 19
Vice President Gentile correspondence, 1976-1977	box 19
General correspondence and information, 1977	box 19
General correspondence and information, 1976	box 19
Wayne Williams, Controller correspondence, 1976-1977	box 19
Summer session budget, 1976-1977	box 19
Charles Vanda and concert hall series, 1976-1977	box 20
Bob Roberts, Central Services correspondence, 1976-1977	box 20
A.L. Cunningham, purchasing correspondence, 1976-1977	box 20
Ross Morton, physical plan correspondence, 1976-1977	box 20
Robert Lamkin, personnel correspondence, 1976-1977	box 20
Vice President Glennen correspondence, 1976-1977	box 20
Dean, Arts and Letters correspondence, 1976-1977	box 20
Notices of terminations, 1976-1977	box 20
Federal and state audit reports, 1975-1976	box 20
UNS internal audit, 1975-1976	box 20
Overhead cost rates, 1975-1976	box 20

Investment bids and banking statements, 1975-1976	box 20
Revenue estimations/accounting reports, 1975-1976	box 20
Estimated budgets, 1975-1976	box 20
Information on fees, 1975-1976	box 20
Enrollment reports and projections, 1975-1976	box 20
WACUBO-NACUBO, 1975-1976	box 20
Notice of public hearings and rezoning requests, 1975-1976	box 20
Lease agreements-convention center, 1975-1976	box 20
Lease agreements-Las Vegas Stadium, 1975-1976	box 20
Saga Food service contracts, 1975-1976	box 20
Miscellaneous contracts and agreements, 1975-1976	box 20
General correspondence, 1975-1976	box 20
Vice President Gentile correspondence, 1975-1976	box 20
Vice President Dixon correspondence, 1975-1976	box 20
Vice President Glennen correspondence, 1975-1976	box 20
Wayne Williams, Controller correspondence, 1975-1976	box 20
Robert Lamkin, personnel correspondence, 1975-1976	box 21
Ross Morton, physical plan correspondence, 1975-1976	box 21
A.L. Cunningham, purchasing correspondence, 1975-1976	box 21
Bob Roberts, Central Services correspondence, 1975-1976	box 21
Chancellor Neil D. Humphrey correspondence, 1975-1976	box 21
Attorney General correspondence, 1975-1976	box 21
President Baepler correspondence, 1975-1976	box 21
President Baepler correspondence, 1976	box 21
General information and correspondence, 1976	box 21
General information and correspondence, 1975	box 21
Payroll banking, 1975-1976	box 21
Residency committee, 1975-1976	box 21
Vending machine committee, 1975	box 21
Administrative manual-UNLV, Business Office Section, 1975-1976	box 21
UNS comprehensive planning, 1975-1979	box 21
<i>Charting a Course for UNS A Ten Year Budget</i> , 1976	box 22

UNS Automated Budget Process, 1975	box 22
Master list of authorized professional positions, 1975-1976	box 22
Overhead cost rate, 1974-1975	box 22
Financial statement guidelines, 1974-1975	box 22
Investment bids, 1974-1975	box 22
Revenue estimates and accounting reports, 1974-1975	box 22
Capital improvement program, 1973-1975	box 22
Building costs/survey costs studies, 1974-1975	box 22
WACUBO-NACUBO, 1974-1975	box 22
Water and sewer mains, 1974-1975	box 22
Education building elevator, 1974-1975	box 22
Radio and television agreements, 1974-1975	box 22
Lease agreement with convention center, 1974-1975	box 22
Alcohol permits, 1974-1975	box 22
Lease agreement with Las Vegas stadium, 1974-1975	box 22
Nebraska Book co. agreement, 1974-1975	box 22
UNLV miscellaneous rental agreements, 1974-1975	box 22
Paper King agreement, 1974-1975	box 22
Saga Food agreements, 1974-1975	box 22
Attorney General correspondence, permanent file, 1975-1975	box 22
General correspondence, 1975	box 22
Chancellor Neil D. Humphrey correspondence, 1974-1975	box 22
General memoranda on campus, 1974	box 22
General correspondence, 1974-1975	box 22
President Donald Baepler correspondence, 1974-1975	box 23
President Donald Baepler correspondence, 1974-1975	box 23
Vice President Gentile correspondence, 1974-1975	box 23
Vice President Brock Dixon correspondence, 1974-1975	box 23
Janet MacDonald correspondence, 1974-1975	box 23
Wayne Williams, Controller correspondence, 1974-1975	box 23
Robert Lamkin, personnel correspondence, 1974-1975	box 23
Ross Morton, physical plan correspondence, 1974-1975	box 23

A.L. Cunningham, purchasing correspondence, 1974-1975	box 23
Physical Plant Planning Committee, 1973-1974	box 23
President's Advisory Cabinet (Acting President Baepler), 1973-1974	box 23
Residency committee, 1973-1974	box 23
Xerox committee, 1973-1974	box 23
Student Union committee, 1973-1974	box 23
Overhead costs, 1973-1974	box 23
Deficit spending procedures and authorizations, 1973-1974	box 23
Capital improvement fee, 1973-1974	box 23
Investments and bids, 1973-1974	box 23
Revenue estimations and accounting reports, 1973-1974	box 23
UNLV development plan, 1973-1974	box 24
Building costs, 1973-1974	box 24
Accreditation report, 1973-1974	box 24
WACUBO-NACUBO, 1973-1974	box 24
Notice of public hearings and rezoning requests, 1973-1974	box 24
Alcohol permits, 1973-1974	box 24
Accounting machine, 1973-1974	box 24
Patent policy, 1973-1974	box 24
Cedar City, Utah project, 1973-1974	box 24
Public Service Commission, 1973-1974	box 24
Sewage treatment plan open training course, 1973-1974	box 24
SCT LOCUS, 1973-1974	box 24
Stagehands, 1973-1974	box 24
Bureau of Mines leases, 1973-1974	box 24
Federal Aviation Administration (F.A.A.) Moving Target Indicator Reflector, 1973-1974	box 24
Directory agreement, 1973-1974	box 24
Saga Foods contracts, 1973-1974	box 24
UNLV music/museum rental agreement, 1973-1974	box 24
Scenic flight charter agreement, 1973-1974	box 24
General correspondence, 1973-1974	box 24
Neil D. Humphrey correspondence, 1973-1974	

box 24

General correspondence, 1973-1974	box 24
State Public Works office, 1973-1974	box 24
Donald Baepler correspondence, 1973-1974	box 24
Donald Baepler correspondence, 1973-1974	box 24
Brock Dixon correspondence, 1973-1974	box 24
Janet MacDonald correspondence, 1973-1974	box 24
Wayne Williams, Controller correspondence, 1973-1974	box 24
A.L. Cunningham, purchasing correspondence, 1973-1974	box 24
Robert Lamkin, personnel correspondence, 1973-1974	box 24
Bob Roberts, Central Services correspondence, 1973-1974	box 24
General business office staff correspondence, 1973-1974	box 24
General correspondence, 1973	box 24
General correspondence, 1974	box 24
Ten Year Plan, 1972-1973	box 25
Overhead costs, 1972-1973	box 25
Land acquisition, 1972-1973	box 25
Capital improvement plan, 1972-1973	box 25
NACUBO Professional File, 1972-1973	box 25
Annual report, 1972-1973	box 25
Notice of public hearings, zoning, etc., 1972-1973	box 25
Alcohol permits, 1972-1973	box 25
KORK TV contract-Humanities building, 1972-1973	box 25
Student Union fire, 1972-1973	box 25
KORK TV fire, 1972-1973	box 25
General correspondence, 1972	box 25
General correspondence, 1973	box 25
State planning board, 1972-1973	box 25
Vice President Donald Baepler correspondence, 1972-1973	box 25
Dean of Administration Brock Dixon correspondence, 1972-1973	box 25
President Zorn correspondence, 1973	box 25
President Zorn correspondence, 1973	box 25

Janet Sanford correspondence, 1972-1973	box 25
Wayne Williams, Controller correspondence, 1972-1973	box 26
Robert Lamkin, personnel correspondence, 1972-1973	box 26
Gene Perry, purchasing correspondence, 1972-1973	box 26
Bob Roberts, Central Services correspondence, 1972-1973	box 26
Ross Morton, physical plan correspondence, 1972-1973	box 26
General correspondence, 1972-1973	box 26
General correspondence, 1973	box 26
Radio and TV broadcast agreements, 1972-1973	box 26
Lease agreement-convention center, 1972-1973	box 26
UNLV museum rental agreement, 1972-1973	box 26
Saga Food contract, 1972-1973	box 26
Bookstore financial reports, 1971-1972	box 26
Investments and bids, 1971-1972	box 26
Accounting reports, 1972	box 26
Avis Rent-A-Car, 1968-1971	box 26
Hertz Rent-A-Car, 1968-1971	box 26
Space utilization, 1969	box 26
Federal grants, 1965	box 26
Neil D. Humphrey correspondence, 1969-1972	box 26
Roman Zorn correspondence, 1971	box 27
Roman Zorn correspondence, 1972	box 27
Wayne Williams, Controller correspondence, 1971-1972	box 27
Robert Lamkin, personnel correspondence, 1971-1972	box 27
Gene Perry, purchasing correspondence, 1971-1972	box 27
Ross Morton, physical plant correspondence, 1971-1972	box 27
Bob Roberts, Central Services correspondence, 1971-1972	box 27
Donald Baepler correspondence, 1971-1972	box 27
Janet Sanford correspondence, 1970-1972	box 27
Brock Dixon correspondence, 1971-1972	box 27
General correspondence, 1971-1972	box 27

Physical Description: 4 Files

State Planning Board, 1968-1972	box 27
Long term incoming protection, 1971-1972	box 27
Personal accident correspondence, 1972	box 28
Guidelines for preparation of financial statements, 1974	box 28
UNS Code, 1972-1976	box 28
Northwest Association of Secondary and Higher Schools Evaluation Committee Report, 1970	box 28
<i>A Manual on Financial Aids</i> , 1974	box 28
Nevada Higher Education to 1980, Volume I, 1968	box 28
Athletic Scholarship and Ticket Control Manual, 1967	box 28
Physical education equipment sales control manual, 1976	box 28
General catalog UNLV, 1972-1973	box 28
Recommended Capital Improvement Program, 1973-1975	box 28
Planning Inventory Master Plan UNLV, 1974	box 28
Fall 1970 faculty load studies, 1970	box 28
Student evaluation of faculty spring, 1972	box 28
Basketball UNLV, 1973-1974	box 28
Administrative manual UNLV, 1977	box 28
Nevada Southern University Land Foundation, 1968-1974	box 28

Physical Description: 9 Files

Audits, 1971-1973	box 28
-------------------	--------

Physical Description: 3 Files

Review of University of Nevada computer facility, 1974	box 28
Budget Reduction Committee, 1982-1983	box 29
Xerox Committee, 1981-1983	box 29
NIC Study Committee, 1982	box 29
Arena Management Committee, 1981	box 29
Energy Savings Committee, 1977-1982	box 29
Swimming Pool Committee, 1982-1987	box 29
Thomas and Mack Center Budget Policy Committee, 1985	box 29

Physical Description: 2 Files

Management Information Systems (MIS) Committee, 1986	box 29
--	--------

Physical Description: 2 Files

Computer policy and planning committee, 1983-1987	box 29
Physical Description: 2 Files	
Computer policy and planning committee, 1983-1987	box 30
First National Bank of Nevada, 1968-1971	box 30
Silver State Credit Union, 1975-1977	box 30
Mailing Data Permit, 1966-1980	box 30
Public Employee Retirement System (PERS) Retirement Rules, 1980	box 30
Computer Policy and planning committee, 1975	box 30
Historical information UNLV, 1972-1983	box 30
Athletic code, 1987	box 30
Grants and contracts reports, correspondence, information, 1976-1986	box 30
Classified salary adjustment and Consumer Price Index (CPI) adjustment, 1980-1981	box 30
Physical plan planning committee, 1978-1984	box 30
Dormitory Feasibility Committee, 1981-1985	box 30
Committees, misc., 1983-1987	box 31
Athletic Cash Flow Committee, 1983-1985	box 31
Physical Description: 2 Files	
Phi Kappa Phi convention, 1977	box 31
Dean of Student Affairs, 1980-1985	box 31
Physical Description: 2 Files	
Alumni Affairs, 1983-1985	box 31
Faculty Senate, 1982-1983	box 31
Consolidated Students of the University of Nevada, Las Vegas (CSUN), 1982-1985	box 31
University Police, 1982-1985	box 31
V.P. for Business Affairs-misc., 1983-1985	box 31
Office of Information, 1980-1985	box 32
Institutional Analysis and Planning, 1978-1985	box 32
Institutional Analysis and Planning, 1978-1985	box 32
Clark County Community College, 1982-1984	box 32
DRI misc. and Rad. Safety Board, 1982-1984	box 32
Concert hall/Charles Vanda, 1978-1985	box 32

General correspondence, 1980-1982	box 32
Central Services, 1981-1985	box 32
Purchasing, 1984-1985	box 32
Physical Plant, 1979-1985 Physical Description: 4 Files	box 32
Personnel, 1984-1985	box 33
Controller's Office, 1983-1985	box 33
Student Union, 1982-1984	box 33
Registrar, 1982-1984	box 33
Admissions, 1983-1984	box 33
Museum of Natural History, 1981-1985	box 33
Computer Center, 1982-1984	box 33
Thomas and Mack correspondence, 1984-1985	box 34
School of Health, P.E., Rec., and Dance, 1982-1985	box 34
Audio Visual Department, 1982-1985	box 34
Director of the Library, 1981-1985	box 34
Dean, Continuing Education, 1980-1985	box 34
Dean, Graduate College, 1980-1985	box 34
Dean, Science, Math and Engineering, 1980-1985	box 34
Dean, Hotel Administration, 1980-1985	box 34
Dean, Education, 1980-1985	box 34
Center for Business and Economic Research, 1984-1985	box 34
Dean, Business and Economics, 1981-1985	box 34
Dean, Allied Health, 1981-1985	box 35
Dean, Arts and Letters, 1981-1987 Physical Description: 2 Files	box 35
Vice President for Academic Affairs (FY 1978 Payroll History and Projection-Classified Staff), 1978	box 44
Vice President for Academic Affairs Correspondence, 1977-1979 Physical Description: 2 Files	box 44
Vice President for Academic Affairs-Budget and Personnel Records, 1978-1979	box 44
Vice President for Academic Affairs, 1980-1985	box 35

Physical Description: 2 Files

Vice President for Development and University Relations, 1982-1985	box 35
Vice President for Development and University Relations, 1980-1981	box 35
President's Office, 1980-1985	box 35
Physical Description: 2 Files	
Board of Regents, 1980-1984	box 35
Physical Description: 3 Files	
Chancellor, 1978-1981	box 36
Rules and disciplinary procedures, 1970	box 36
Accreditation Report, 1970	box 36
Accreditation Report, 1980	box 36
Athletics, 1979-1980	box 36
Space committee, 1978	box 36
Investment bids and bank summary reports, 1979-1980	box 36
Marching band committee, 1978-1980	box 36
UNLV automated budget procedures, 1975	box 37
Estimative budgets, 1979-1980	box 37
Summer session, 1979	box 37
CSUN radio station, 1978-1979	box 37
Relocation of the day care center, 1978	box 37
Enrollment reports and projections, 1979	box 37
WACUBO-NACUBO, 1979	box 37
Lease agreements with convention center, 1978-1980	box 37
Chancellor correspondence, 1979-1980	box 37
President Goodall, 1979-1980	box 37
Physical Description: 2 Files	
Dean, Arts and Letters, 1979-1980	box 37
Vice President Dixon, 1979-1980	box 37
Dean, Allied Health, 1979	box 37
Dean, Education, 1979-1980	box 37
Dean, Hotel Administration, 1979	box 37
Dean, Science, Math and Engineering, 1979-1980	box 37
Dean, Graduate College, 1979-1980	box 37

Vice President Glennen, 1979-1980	box 37
Dean, Continuing Education, 1979-1980	box 38
Wayne E. Williams, Controller, 1979-1980	box 38
Robert M. Lamkin, Personnel, 1979-1980	box 38
Charles Moody, Physical Plant, 1979-1980	box 38
Director, Athletics, 1979-1980	box 38
A.L. "Tip" Cunningham, Purchasing, 1979-1980	box 38
Bob Roberts, Central Services, 1979-1980	box 38
General correspondence, 1979-1980 Physical Description: 2 Files	box 38
President, Clark County Community College, 1979-1980	box 38
Director of Special Projects, Summer Session Salary Schedule, 1974	box 39
Vice President for Business Affairs, 1975-1977	box 39
Office of the Purchasing Administrator, 1978	box 39
Motor Pool, undated	box 39
Central Services, 1976-1978	box 39
State of Nevada Commission on Group Insurance, 1976	box 39
Office of the Personnel Administrator, 1975-1981	box 39
State Personnel Division, 1978-1980	box 39
Physical Plant, 1973-1981	box 39
Office of the Plant Engineer, 1979	box 39
Controller, 1975	box 39
Classified Study Employee Council, 1981	box 39
State of Nevada The Executive Budget, 1985-1987	box 40
Investment Performance Analysis, 1980	box 40
Investment Performance Analysis, 1980	box 40
Wright Hall Floor Plan, 1982-1985	flat file 43
Teacher Education Building Floor Plan, 3rd Floor, 1984-1985	flat file 43
University of Nevada, Las Vegas Physical Plant Map, undated	flat file 43
University of Nevada, Las Vegas Land Acquired Since July 1, 1971 Map, 1983	flat file 43

University of Nevada, Las Vegas Campus Map, undated	flat file 43
Land Foundation Plot Plan, 1984-1985	flat file 43
General Memoranda, 1975 Restricted Note: Materials are restricted to protect personally identifiable information and will be open for research use on January 1, 2050.	box 41
Info on Registration, 1977-1979 Restricted Note: Materials are restricted to protect personally identifiable information and will be open for research use on January 1, 2054	box 41
Prof. Employees Contract and Budget Changes/Information, 1980-1984 Restricted Note: Materials are restricted to protect personally identifiable information and will be open for research use on January 1, 2059.	box 41
Budget Reductions, 1982-1983 Restricted Note: Materials are restricted to protect personally identifiable information and will be open for research on January 1, 2058.	box 41
Financial Aid Office, 1982-1985 Restricted Note: Materials are restricted to protect personally identifiable information and will be open for research use on January 1, 2060.	box 41
Employee Injury Report, 1983 Restricted Note: Materials are restricted to protect personally identifiable information and will be open for research on January 1, 2058.	box 41
Director, Athletics, 1985-1988 Restricted Note: Materials are restricted to protect personally identifiable information and will be open for research use on January 1, 2063.	box 41

[^ Return to Table of Contents](#)

Financial Records, 1954-1982

Physical Description: 7.04 Linear Feet

Physical Description: 8.42 Cubic Feet (13 boxes)

Scope and Contents Note: The records are comprised of financial records maintained and/or created by Herman Westfall related to overarching university budgetary information from 1954 to 1982. The records highlight financial reports for the whole university, estimated budgets, work program worksheets, and audit reports.

Arrangement Note: Materials are roughly arranged chronologically.

Title/Description	Containers
Financial report, University of Nevada, undated	box 06
Financial report, University of Nevada, 1954-1956	box 06
Financial report, University of Nevada, 1956-1958	box 06
Financial report, University of Nevada, 1960-1961	box 06
Financial report, University of Nevada, 1962-1963	box 06
Financial report, University of Nevada, 1961-1962	box 06
Financial report, University of Nevada, 1963	box 06
Financial report, University of Nevada, 1961-1962	box 06
Financial report, University of Nevada, 1962-1963	box 06
University of Nevada proposed work budget, 1962-1965	box 06
Financial statement, 1964-1965	box 06
Estimated budgets, 1966-1967	box 06
Financial report, 1966	box 06
Audit, University of Nevada, Kafoury, Armstrong Co., 1967	box 06
Master list of authorized professional positions, 1967-1968	box 06
Financial report, 1967	box 06
Financial work program, 1968-1969	box 06
Financial report, 1968-1969	box 06
Cost of instruction, 1968-1969	box 06
Master list of authorized professional positions, 1968-1969	box 07
Work program, 1968-1969	box 07
Estimated budget, 1968-1969	box 07
Audit, Kafoury, Armstrong and Co., 1969	box 07
Budget request, 1969-1971	box 07
Work program, 1969-1970	box 07
Financial report, 1969	box 07
Capital improvement request, 1969-1971	box 07
Master list of authorized professional positions, 1970-1971	box 07
Estimated budget, 1969-1970	box 07
Master list of authorized professional positions, 1970-1971	box 07
Capital improvement request, 1972-1973	box 07

Audit report, Laventhol, Kreikstein, Horwath and Horwath, 1971	box 07
Financial report, 1971	box 07
Part Time Instructor New Salary Schedule, 1962-1965	box 07
Work program, 1970-1971	box 07
Financial statement, 1970	box 08
Estimated budget, 1970-1971	box 08
Work program, 1971-1972	box 08
Budget request, 1971-1973	box 08
Work program, 1972-1973	box 08
Budget request, 1971-1973	box 08
Estimated budget, 1971-1972	box 08
Work program, 1970-1971	box 08
Financial report, 1972	box 08
Work program, 1973-1974	box 08
Financial report, 1973	box 08
Estimated budget, 1973-1974	box 08
Audit report, Harris, Kerry and Forester, 1974	box 08
Master list of authorized professional positions, 1975-1976	box 08
Audit-bond funds report, 1974	box 08
Audit report, Harris, Kerry and Forester, 1974	box 08
Work program, 1974-1975	box 08
Master list of authorized professional positions, work program and estimated budget, 1974-1975	box 08
Master list of authorized professional positions, 1975-1976	box 08
Audit report, Harris, Kerry and Forester, 1975	box 08
Bond fund report, Harris, Kerr and Forster, 1975	box 08
Financial report, UNR, 1975	box 08
Financial report, 1977	box 08
Budget request, 1975-1977	box 08
Financial statement, 1976	box 08
Student fee revenue bonds, Kafoury, Armstrong and Turner, 1976	box 08
Capital improvement request, 1975-1979	box 08
Financial statement, Harris, Kerr and Forster, 1977	

	box 08
Financial statement, UNLV, 1977	box 08
Work program, 1977-1978	box 08
Audit student fee revenue bonds, Kafoury, Armstrong and Co., 1977	box 09
Building request, 1975-1977	box 09
Work program detail sheets, 1977-1978	box 09
Work program, 1977-1978	box 09
Budget request, 1977-1979	box 09
Work program, 1975-1976	box 09
Work program, 1976-1977	box 09
Budget request, 1981-1983	box 09
Work program, 1978-1979	box 09
Work program, 1979-1980	box 09
Budget request, 1979-1980	box 09
Financial statement, 1980	box 09
Financial report, 1980	box 09
Budget request, DRI, 1979-1981	box 09
Capital improvement budget, 1979-1980	box 09
Capital improvement program, 1977-1981	box 09
Budget request, 1979-1981	box 09
Student fee revenue bond audit, 12/31/80, Kafoury, Armstrong and Co., 1980	box 09
Work program, 1976-1977	box 11
Financial statement, UNLV, 1980	box 11
U.S. Dept. of Housing and Urban Development, Kafoury, Armstrong and Co., 1979	box 11
Financial statement, UNLV, 1979	box 11
Analysis of special services, 1958-1960	box 11
Financial report, UNS, 1979	box 11
Financial report, UNS, 1978	box 11
National Direct Student Loan Program Audit, UNLV, Kafoury, Armstrong and Co., 1978	box 11
National Direct Student Loan Program Audit, CCCC, Kafoury, Armstrong and Co., 1978	box 11

Financial statement, UNLV, 1978	box 11
U.S. Dept. of Housing and Urban Development, Kafoury, Armstrong and Co., 1978	box 11
Student Fee Revenue Audit, 12/31/80, Kafoury, Armstrong and Co., 1978	box 12
Work program, 1980-1981	box 12
Budget request, 1981-1983	box 12
Budget request working papers, 1977-1979	box 12
Operating budget, 1981-1982	box 12
Residence Hall Audit, Kafoury, Armstrong and Co., 1984	box 12
Clark County Community College (CCCC) Student Fee Audit, Kafoury, Armstrong and Co., 1982	box 12
Report on Internal Account Control and Management Letter, Kafoury, Armstrong and Co., 1982	box 12
Residence hall audit, Kafoury, Armstrong and Co., 1984	box 12
Operating budget, 1983-1984	box 12
Budget request, 1977-1978	box 12
Financial statement, UNLV, 1981	box 12
Audit CCCC student federal aid, 1981	box 12
Financial report, UNS, 1981	box 12
Student financial aid, UNLV, 1981	box 12
Work program, 1980-1981	box 12
Work program, 1981-1982	box 12
Development plan, Nevada Southern University, 1968-1978	box 38
Standards committee report, physical plant administration, 1966	box 38
Prospectus, University of Nevada revenue bonds, 1965	box 38
Official statement, \$9,100,000 Revenue Bonds, 1979	box 38
<i>Public Education in Nevada, A Plan for the 70's</i> , 1971	box 38
Student Fee Revenue Bonds Prospectus \$930,000, 1970	box 38
Non-Teaching Faculty Statistics, 1973-1979	box 38
Budget Requests, 1976-1977	box 01
Work Program, 1976-1977	box 01
Work Program, 1976-1977	box 01
Work Program, 1976-1977	box 01

Misc. Budget Materials, 1983-1984	box 03
Budget Requests, 1977-1979 Physical Description: 6 Files	box 03
Professional Master Lists (Handwritten), 1976-1977	box 02
Resource Allocation Comparision, Work Program, University Requests,, 1977-1981	box 02
Resource Allocation Continued, 1977-1981	box 02
Comparison of Governors, Executive Budget, Work Program, 1977-1979	box 02
Revenue by Source, 1977-1981	box 02
Statewide Programs, 1977-1981	box 02
Work Program, 1979	box 02
Senate Committee-Faculty priviledges and Benefits, 1970-1980	box 02
Clark County Community College (CCCC) Budget Work Sheets, 1979-1981	box 14
Business Center South (BCS) Budget Work Sheets, 1979-1981	box 14
Statewide Programs Biennial Budget Work Sheets, 1979-1981	box 14
Intercollegiate Athletics (ICA) Biennial Budget Worksheets, 1979-1981	box 14
Merit Computations, 1978	box 14
Real Estate not in section 22, 1962-1974	box 14
Reductions, 1979-1980	box 14
New Programs, 1978	box 14
Work Program, 1980-1981	box 14
UNLV Biennial Budget Work Sheets, 1979-1981	box 15
Work Programs, 1980-1981	box 05
UNLV Work Program Supplement, 1978-1980	box 04
UNLV Work Program, 1978-1980	box 04
Work Program Detail Sheets, 1979-1980	box 04
Work Program Clark County Community College, 1980-1982	box 04
Work Program Business Center South (BCS) and Intercollegiate Athletics (ICA) Statewide), 1980-1981	box 04
Work Program, 1979-1980	box 04
Work Program, Statewide-BCS and ICA, 1979-1980	box 04

[^ Return to Table of Contents](#)

Nevada Southern University (NSU) Land Foundation, 1967-1983

Physical Description: 2.17 Linear Feet

Physical Description: 2.59 Cubic Feet (4 boxes)

Scope and Contents Note: The records are comprised of Nevada Southern University (NSU) Land Foundation correspondence, accounting, land sale records, and bylaws from 1967-1983. These records highlight the expansion of NSU and its relationship to growth and development of Las Vegas, Nevada.

Arrangement Note: Materials are arranged by type.

Title/Description	Containers
Records and minutes, list of members inclusive, undated	box 12
University of Nevada, Las Vegas Student Fee Revenue Bond Funds, 1980	box 12
Correspondence, tax info, 1982	box 12
Accounting, correspondence and tax info, 1981-1983	box 12
Accounting, 1967-1971	box 12
Accounting, 1971-1972	box 12
Land sale records, 1975	box 12
Accounting, 1972-1973	box 12
Accounting, 1973-1974	box 12
Accounting, 1974-1975	box 12
Accounting, 1976-1977	box 12
Accounting, 1973-1976	box 13
Accounting, 1977-1978	box 13
Accounting, 1978-1979	box 13
Accounting, 1979-1980	box 13
Accounting, 1980-1981	box 13
Audit reports, 1967-1976	box 13
Correspondence, Bonding Attorneys Series A Bonds, 1967-1970	box 13
Bylaws and Articles of Incorporation, 1967	box 13
Correspondence, Bonding Attorneys, Series B Bonds, 1972-1973	box 13
Internal Revenue Service information, 1969-1975	box 13
Correspondence, 1967-1972	box 13
Correspondence, 1975-1976	box 13
Correspondence, 1972-1973	box 13
Correspondence, 1973-1974	box 13
Correspondence, 1974-1975	box 13

Land appraisals, 1968	box 13
Correspondence, 1977	box 13
Land information, 1977	box 14
Land Foundation Accounting Records, 1967-1974	box 42

[^ Return to Table of Contents](#)

Board of Regents agendas, 1981-1982

Physical Description: 1.63 Linear Feet

Physical Description: 1.94 Cubic Feet (3 boxes)

Scope and Contents Note: The records are comprised of the Nevada System of Higher Education (NSHE) Board of Regent agendas from 1981 to 1982. The agendas contain information about various school in the NSHE system such as the University of Nevada, Las Vegas and the University of Nevada, Reno.

Arrangement Note: Materials are arranged chronologically.

Title/Description	Containers
Board of Regents agendas, 1981-1982	box 09
Board of Regents agendas, 1981-1982	box 10
Board of Regents agendas, 1981-1982	box 11

[^ Return to Table of Contents](#)