

**UNIVERSITY OF PENNSYLVANIA ARCHIVES**  
**GENERAL PLAN OF ORGANIZATION**

All numbers assigned to material in Archives will commence with UP.

UPA through UPK inclusive will be reserved for material strictly archival in nature

UPL through UPO inclusive will be reserved for publications.

UPP through UPZ inclusive will be reserved for auxiliary material, properly belonging in the Archives, but not archival material in the narrower sense.

Plan initiated 29 September 1948

Revised: October 1958, April 1963, March 1968, July 1970, July 1991; December 2000; March 2001; July 2001, August 2001, September 2001.

## Rules for Classification of New Material

August 2001

1. The assignment of all classification numbers shall be primarily based upon the function of the office which generated the records rather than the hierarchy of the University. The following record groups shall contain archival collections whose functions are outlined below:

- UPA- Records only of the top level administrative and academic offices, such as the Board of Trustees, Office of the Secretary, Office of the President, Office of the Provost, Office of the Executive Vice President
- UPB- Records of all academic offices and divisions except for the medical affairs divisions and the School of Engineering and Applied Science. This group shall also include all records of the Vice Provost offices, except for the Vice Provost for University Life
- UPC- Records of all administrative and academic divisions relating to medical or health affairs, such as medical, nursing, dental, and veterinary schools as well as all hospital records
- UPD- Records of the School of Engineering and Applied Science
- UPE- Records relating to student affairs and student activities directed by the University, such as intercollegiate athletics. This group shall include the Vice Provost for University Life, the Admissions Office, Office of the Registrar, Office of Finance Aid.
- UPF- Records of all administrative offices relating to fund-raising, development, alumni and publicity
- UPH- Records of the offices which manage the finances and investments of the University, such as the Vice President for Finance, Treasurer, Comptroller, Real Estate, as well as Audit and Compliance.
- UPJ- Records of all business services or administrative support offices, such as facilities, human resources and public safety.
- UPQ- Records of faculty/staff and faculty/staff-related organizations which are independent of the University
- UPS- Records of student and student-related organizations which are independent of the University.
- UPT- Records of alumni organizations which are independent of the University and personal papers of individuals with University affiliations
- UPV- Records of independent organizations and bodies which do not fall into the categories established by UPS or UPT.
- UPW- Collections which contain exclusively course material and notes created by students while attending the University.
- UPX- Collections which are *exclusively* in the form of photographs, motion pictures, or videos.
- MEM- Collections which contain *exclusively* realia or memorabilia.

2. All new numbers assigned in each record group shall be done in strict consecutive order beginning with the number 500.
3. The use of decimals to designate series, genre, form or different levels in an office or school hierarchy is to be discontinued for all new classifications. Only integers are to be used.
4. Any reclassification of existing collections should follow the new rules for record group designation and numbering.
5. Reclassification shall be done on an as need basis, particularly if the old designation is in conflict the new function-based system.
6. Accessions can be added to existing record groups, such as UPB 1.9, but the creation of any new decimals should be done only if absolutely necessary.
7. The use of the UPG classification from this day forward shall reserved only for special events that were managed and organized by a special group or committee which was a combination of several different schools or offices. All other records of special events shall remain with the office which generated records.
8. All realia or memorabilia which are not a distinct, discrete collection shall remain with the records of the office which either generated, used, or owned the material.

## ARCHIVAL UNIVERSITY COLLECTIONS

- UPA Trustees and General Administration
- UPB Schools and Divisions, other than Medical and  
Engineering; Academic Surveys of the University
  - 1-9 Schools
  - 30-99 Divisions
- UPC Medical Affairs: Medical, Veterinary, Dental, and Nursing Schools; Hospitals; Student Health
  - 1 Vice President for Medical Affairs
  - 2-11 Educational Divisions
  - 12-16 Service Divisions
  - 40-49 Independent Medical Units
  - 50-56.1 Medical Units Incorporated into Penn
- UPD Engineering
- UPE Student Affairs (Academic)
- UPF Development; Public Relations; Alumni Records and Relations
- UPG Special Events and Occasions
- UPH Offices of the Treasurer and Comptroller
- UPI Reports
- UPJ Business Offices; Personnel; Buildings and Grounds; Security; Bookstore; etc.

## PUBLICATIONS

UPL Publications of the University and its Divisions

1-999 General

1000-1999.1 Divisions

UPM Publications of Students, Alumni and Outside Organizations

1-999 General Student Periodicals

1000-1999 Special Groups or Schools

4000-4999 Women Students

7000-7999 Class Records and Yearbooks

8000-8999 Alumni Publications

UPO Lectures and Addresses

UPP University Divisions and Faculty: histories, biographies, scrapbooks, and memorabilia

1-99 Histories of the University

30-59 Histories of Division other than Medical

60-89 Histories of Medical Divisions

90-99 Other Histories

100-198 Guides, Directories and Descriptive Accounts

200-1440 Miscellaneous Scrapbooks and Memorabilia

9000-9500 Non-University Publications

## AUXILIARY

UPQ	Faculty Group Organizations and Activities (non academic)
UPR	Administration (non-academic) (no longer used)
UPS	Student Life and Activities (non-academic); Scrapbooks
1-20	General
21-39	Public Occasions
40-60	Societies, Clubs and Student Governments
66-76	Cultural Activities
80-	Athletic Organizations
200	Women Students Life and Activities
250-259	Student Regulations and Information
UPT	Personal Papers; Alumni Committees and Societies
50	Personal Papers
100-299	Alumni Collections
U	To Be Processed (no longer used)
UPV	Non-Penn Corporate Bodies
UPW	Curriculum and Lecture Notes
UPX	Visual Materials
UPY	Temporary Deposits (no longer used)
UPZ	Stockpile Publications

## **UPA TRUSTEES AND GENERAL ADMINISTRATION**

### **UPA 1 Trustees**

- .1 Minutes
- .11 Reports
- .2 Supporting Papers
- .5 Minutes of Trustees Committees
- .51 Reports and Correspondence of Committees
- .85 Committees of Reorganization
- .9 Offices of Trustees
  - .91 Files of the Chairman of the Trustees

### **UPA 2 Charters, Statutes, By-Laws, and Rules**

### **UPA 3 General Administration, 1740-1930 (“Archives General”)**

Pre 1820 (“Dallett Guide Collection,” calendared in *Guide to the Archives of the University of Pennsylvania from 1740 to 1820*, by Francis James Dallett)

From 1821-1930

### **UPA 4 President** (formerly called Central

Administration), 1930 – present

## **UPA 5 Assistants to the President on Certain Specific**

### **Projects**

- .2 Files of University Art Collection, 1959-1979
- .7 Office of Assistant to President for Federal Relations (1971)
- .8 Assistant to President for Special Projects  
W767 Dilys Winegrad
- .9 *President's Committees*  
U58 *President's Committee on University Life*

## **UPA 6 Provost**

- .1 Duties of the Provost, Co-education, and the  
University's Relations to the State
- .2 Provost's Papers
  - .2H Harrison
  - .2M Musser
  - .2P Penniman
- .4 Provost's General File
- .5 Provost's Staff Conference File
- .7 Vice Provost's General File
- .8 Vice Provost's Departmental File
- .9 *Vice Provost for Research*
- .11 Vice Provost for University Life Oral History  
Project (Women's Oral History Project)
- .12 Vice Provost for Information Systems and Computing

[moved to UPB 501]

**UPA 7 Executive Vice-President** (formerly called  
Administrative Vice-President)

- .1 Vice-President's Papers
  - .1B Brakeley
  - .1D Dubarry
  - .1M Musser
  - .1O O' Bannon

**UPA 8 Secretary**

- .1 Secretary papers
  - .1 A583 Angell
- .3 Pre-1900 Material

**UPA 9 Office of the Recorder**

**UPA 10 University Activity during World War II**

**UPA 11 Board of Deans**

**UPB SCHOOLS AND DIVISIONS** (other than Medical and Engineering)

**UPB 1 College**

- .1 College Faculty Minutes
- .2 College Committees Records (including Minutes)
- .21 Academic Council
- .3 Printed Materials, Forms, etc.
- .35 Rules and Regulations
- .4 General Correspondence
- .42 Assistant Dean's Correspondence
- .43 Files of Individual Officers
- .45 Student Records
- .5 Financial Records: Budgets, etc.
- .6 Personnel Office Files
- .7 Staff & Personnel Records
- .701 Term Teaching Records
- .71 Grade Sheets
- .715 Entrance Exams, SAT cards, etc.
- .72 Applications for Admission - see UPE 2.66
- .75 Courses offered, Course Cards, etc.
- .79 Registration Records
- .8 Prizes (plus initial: 1.8R for Reed Prize, etc.)
- .9 Departmental Records
  - .9 AF Afro-American Studies
  - .9 AS Astronomy

- .9 ASFC Flower and Cook Observatory
- .9 BIO Biology
- .9 BT Botany
- .9 BTS Botanical Society of Pennsylvania
- .9 CHEM Chemistry
- .9 E English
- .9 GER German
- .9 H History
- .9 HA History of Art
- .9 L Linguistics
- .9 M Music
- .9 MM Multimedia and Educational Technology
- Services
- .9 Phi Philosophy
- .9 PHY Physics
- .9 POL Political Science
- .9 PSY Psychology
- .9 RL Romance Languages
- .9 RS Religious Studies (Religious Thought)
- .9 WS Women's Studies
- .9 Z Zoological
- .10 Alumni

**UPB 2 C College of General Studies**  
 (formerly College Collateral Courses)

- .4 Correspondence and Records
- .41 Dean's Correspondence
- .45 Student Records
- .5 Financial Records
- .71 Grade Sheets

**UPB 2 S Summer School**

- .4 Correspondence and Records
- .45 Student Records
- .5 Financial Records
- .71 Grade Sheets

**UPB 2 TV Television Courses**

**UPB 3 College of Liberal Arts for Women**

- .1 Faculty Minutes
- .2 Dean's Files, Committees and History
- .3 Advisory Board to the Dean
- .4 Surveys and Reports
- .5 Grades
- .6 Continuing Education for Women

**UPB 4 School of Education**

- .1 Faculty Minutes
- .2 Committee Records

- .4 Dean' s Office Correspondence
- .5 Student Files
- .6 Student Records (transcripts)
- .7 Miscellaneous Student Academic Records and Faculty Teaching Records
  - Course Cards
  - Grade Sheets and Books
  - Term Teaching Records
- .8 Professional Fraternities and Societies
- .9 Programs
  - Illman-Carter School
    - Administrative
    - Children' s Class Records
  - Schoolmen's Week

**UPB 5 Wharton School**

- .1 Faculty Minutes
- .2 Committee Minutes
- .3 Conferences and Symposia, by title and date
- .4 Dean's Office
- .42 Assistant and Associate Dean' s Office
- .43 Non-academic divisions
  - (use abbreviations for divisions such as EA for External Affairs)
- .45 Student records
- .5 Financial Records, Budgets, etc.

- .55 Term Teaching Records
- .71 Grade Sheets
- .74 Student Activities
- .9 Departmental Records
  - .9 IR Industrial Research
  - .9 M Marketing
  - .9 PS Political Science
- .95 Special Programs
  - .95 ISVIP International Study of Value in Politics
  - .95 K Karachi Project
- .10 Wharton Alumni

**UPB 5E Wharton Evening School of Accounts and Finance**

- .4 Reports of the Director
- .61 Registration Sheets
- .62 Extension School Registration Sheets
- .63 Extension School Registration Sheets, Educational  
and Academic Subjects
- .74 *Commencement material*

**UPB 5G Wharton Graduate School**

- .4 General Correspondence
- .45 Student Files
- .46 Student Correspondence Files
- .61 Student Vital Statistics

- .684 MBA Alumni Correspondence
- .71 Grades Sheets
- .9 Division Committees
- .91 Programs, Reports, etc. (by title and date)

**UPB 5X Wharton Executive Education**

**UPB 6 Law School**

- .1 Faculty Minutes
- .2 Committee Minutes and Papers
- .3 Printed materials, forms and scrapbooks
- .4 Papers, 1890-1947
- .41 Dean's Records
- .43 Secretary's Correspondence
- .45 Student Records (Transcripts)
- .47 Dean's Copies Personnel Records
- .5 Financial Records, Budgets, and Budget materials
- .6 Student Affairs
- .61 Grade Sheets and other grade material
- .62 Admissions
- .63 Fellowships & Scholarships
- .64 Registration Materials
- .65 Bursars Materials
- .7 Student Activities
- .71 Student Files

- .78 Law Alumni Society
- .8 Curriculum
- .9 Health Law Project
- .10 Alumni Materials
- .11 Bound Records of Law School

### **UPB 7 Graduate School of Arts and Sciences**

- .1 Faculty Minutes
- .2 Committee Minutes and Correspondence
- .3 Scrapbooks of Printed Material
- .35 Rules and Regulations
- .4 Correspondence
- .41 Dean's Correspondence
- .42 Correspondence of Roy Nichols
- .43 Supplemental Materials
- .44 *Long Range Planning*
- .45 Financial Records
- .6 Student Record Books
- .61 Graduate Students Association Materials
- .62 Student Records
- .71 Grade Sheets
- .72 Applications for Admissions
- .73 Fellowship and Scholarship Applications
- .74 Commencement Material
- .75 Course Cards

- .76 Fellowships and Scholarship Material
- .77 Assignments Sheets
- .79 Registration Cards
- .8 Published Dissertations
- .9 Departmental Records
  - .9 BRC Behavioral Research Council
  - .9 SAS South Asia Studies
  - .9 PWP *University of Pennsylvania Committee on Post-War Problems*

**UPB 8 Graduate School of Fine Arts**

- .1 Faculty and Board Minutes
- .2 Committee Minutes
- .35 Rules and Regulations
- .4 Correspondence (*Warren Powers Laird papers*)
- .41 *Dean's Office Files (Including Correspondence)*
- .5 Financial Records
- .6 Student Records
- .61 Student Files
- .7 Scholarships and Prizes
- .8 Design Program
- .9 Departmental Records
  - .9 Env *Environmental Studies*
  - .9 FA Department of Fine Arts
- .10 Resume Books and Guides

**UPB 9 School of Social Work**

- .4 Correspondence
- .5 Financial Records
- .72 Student Records
- .9 Evelyn Butler Pamphlet Collection

**UPB 10 Annenberg Center**

**UPB 11 Annenberg School**

**UPB 12 Albert Greenfield Center for Human Relations**

**UPB 16 Laboratory for Research on the Structure of Matter**

- .5 Financial Records

**UPB 20 Faculty Committees**

- .3 Faculty Committee on Honorary Degrees

**UPB 21 Committee of Undergraduate Deans**

**UPB 22 Council of Baccalaureate Faculties**

**UPB 25 University Senate**

- .1 Advisory Committee
- .2 *Faculty Grievance Commission*

- UPB 30      Educational Council**  
                  .4      Committee on Advancement of Research
- UPB 31      University Development Commission**
- UPB 32      University Council**  
                  .6      Reports
- UPB 33      Faculty of Arts & Sciences: Steering Committee**  
                  .1      Minutes & Correspondence
- UPB 35      Educational Surveys**  
                  .1      Consultants Reports & Committee Working Papers  
                  .2      Working Papers (individual with some exceptions)  
                  .3      President's Package  
                  .4      Bound Volumes  
                  .6      Published Reports
- UPB 36      Miscellaneous Surveys (By title, date and sub number)**  
                  .1      Patent Surveys
- UPB 37      Valley Forge Survey, 1930**

- UPB 38**      **Report to Middle States Association of College and Secondary Schools (1952 and 1963)**
- UPB 40**      **Computer Center (ISC, Office of Information      Systems and Computing)**
- UPB 45**      **Office of the Chaplain**
- .5      Reports
- .8      George D. Boardman Lectureship in Christian Ethics
- UPB 50**      **Archives**
- .1      Request Sheets
- .2      Checkout Books
- .3      Society of American Archivists
- .4      Correspondence and Records
- .9      Old Shelf Lists, Plans of Organization, etc.
- UPB 55**      **University Library**
- .01      General Information
- .3      Lippincott Library
- .4      Penniman Library
- UPB 56**      **Union Library Catalogue and Philadelphia Biographical Center**
- UPB 60**      **University of Pennsylvania Press**
- .2      Miscellaneous

- .3 Invoices
- .4 General Correspondence
- .43 Bicentennial Publications Correspondence
- .45 Manufacturing and Publicity Correspondence
- .5 Manuscripts
- .55 Press Proofs (Galleys)
- .6 Advertising Department
- .7 Contracts and Minutes
- .8 Dictionary of Biography Cards
- .9 University Press Publications
  - .9A Listings Press Publications
- .91 Correspondence re: rejected manuscripts

**UPB 65 University Museum** (see also UPA 6.2H)

- .1 Minutes
- .2 Constitution

**UPB 68 Department of Intercollegiate Athletics**

(See UPS 82)

**UPB 70 Reserve Officers Training Corps (ROTC)**

- .7 Cadet Folders (not retained as of 8-20-70)

**UPB 72 Student Army Training Corps (SATC) (World War I)**









- .7 Student Records
- .71 Grade Sheets and Exam Records
- .72 Microfilm of transcripts and students folders
- .8 Prizes
- .9 Departmental Records
  - .9 C Community Medicine
  - .9 D Dermatology
  - .9 H Harrison Surgical Research
  - .9 J Johnson Research Foundation
  - .9 MI Minority Affairs
  - .9 MM Medical Microbiology
  - .9 P Pharmacology
- .10 Alumni
- .12 Medical School Societies, References and Non-Penn
  - .12 JMS John Morgan Society

### **UPC 3 Graduate School of Medicine**

- .1 Correspondence
- .2 Organization
- .22 Organization of the Faculty
- .3 Matriculation Book
- .6 Student Records
- .8 Scrapbooks

### **UPC 4 Dental School**

- .1 Minutes
- .2 Financial Records
- .3 Financial Reports and Records of Inactive Faculty
- .6 Student Records
- .60 *Student Enrollment Lists and Other Records*
- .61 *Dropped out Students*
- .62 Student Grades
- .67 Parietal Records
- .9H6 Hygienists' Folders
- .10 *Alumni Events Scrapbook and Questionnaires*
- .11 Dental School Library Archives

#### **UPC 5 School of Veterinary Medicine**

- .4 Correspondence
- .6 Student Files and Transcripts
- .61 Files of Rejected Applicants
- .62 Files of Withdrawals
- .66 Exam Papers and Grade

#### **UPC 6 School of Auxiliary Medical Services**

(formerly Auxillary Department of Medicine)

#### **UPC 7 School of Allied Medical Professions**

(formerly Philadelphia School of Occupational Therapy,  
merged 1950)

- .1 Minutes
- .4 General Correspondence
- .7 Student Records

**UPC 8 School of Nursing**

- .1 Minutes, Constitution and By-Laws
- .4 General Correspondence
- .7 Student Records

**UPC 10 Survey of Medical Affairs**

**UPC 12-16 Service Divisions**

**UPC 12 University Hospital**

- .1 Board of Managers Minutes
- .2 Executive Committee Minutes
- .3 Reports
- .3 C Consultants' Reports
- .4 Health Service Research Library Committee
- .6 Financial and Superintendent's Records
- .7 Legal Affairs
- .8 Organization and Laws of the Hospital
- .9 Miscellaneous Memoranda

**UPC 13      Graduate Hospital**

- .1      Board of Managers Minutes
- .2      Constitutions, etc.
- .3      Reports
- .4      Correspondence

**UPC 14      U.S. Army Base Hospital No. 20, World War I**

(see also UPP 71)

**UPC 15      U.S. Army 20th General Hospital, World War II**

**UPC 16      Student Health Service**

- .3      Lists of Polio Shots 1956-57
- .5      Student Health Folders 1931-54 (destroyed 8-1971)
- .51     Index Cards to Records Prior to 1954  
(destroyed 8-1971)
- .6      Student Health Folders 1954-57
- .7      Student Health Folders 1954 - present
- .71     Student Health Folders "Big Pull"
- .72     Forms of Students who did not use Student Health Service and Student without charts
- .75     Medical Reports, Correspondence, X-rays, etc.

**UPC 40-49      Medical Units not Subordinate to Schools or Hospitals**

**UPC 40      Wistar Institute**

(see also UPH 9.9 WI for financial records)

- .1      Memoranda, Reports, Correspondence, Publications
- .2      Organization, By-Laws, etc.

**UPC 41      Canton Christian College**

- .1      Memorandums, Reports, Correspondence, Publications
- .2      Organization, By-Laws, etc.

**UPC 50      Records of Medical Units no longer in Independent Existence**

- .1      Howard Hospital
- .2      Polyclinic Hospital
- .3      Medico-Chi College and Hospital
  - .31      Minutes
  - .32      *Memorabilia*
  - .33      Correspondence and Records
  - .34      Patient Records
  - .35      Financial Records and Misc.
- .4      Diagnostic Hospital
- .5      Orthopaedic Hospital
- .6      Gynecean Hospital
- .7      Woman's Hospital and West Philadelphia Hospital  
for Women - records transferred to Medical  
College of Pennsylvania

- .8 Phipps Institute
- .9 Presbyterian Medical Center

**UPC 55 Hospitals Abroad, with some U. of P. Connections**

- .2 St. Luke's, Manilla

**UPC 56 Philadelphia General Hospital**

- .2 Minutes, Records and Correspondence
- .35 Records
- .4 Correspondence
- .45 General Files and Student Evaluations
- .5 Financial Records
- .9 Departmental Records

**UPC 57 Federated Medical Resources**



## **UPD            ENGINEERING**

### **UPD 1 Vice-President for Engineering Affairs**

### **UPD 2 Towne Scientific School**

- .1     Minutes and Correspondence
- .2     Civil Engineering
- .3     Mechanical Engineering
- .4     Engineering Mechanics
- .5     Institute for Direct Energy Conversion
- .6     Special World War II Programs (Non-Credit) Index  
              Cards (also see UPB 91.2)
- .7     Student Records

### **UPD 3 Chemical Engineering**

- .8     New Department of Science opened 1872

### **UPD 8 Electrical Engineering**

- .1     Office of Vice-President relative to Moore School
- .2     Faculty Minutes
- .3     Office of Business Manager
- .4     Office of the Director
- .5     Correspondence
- .7     Student Records
- .11    ENIAC Trial Record Collection

**UPD 9 Metallurgical Engineering**

.9 Metallurgy and Materials Science

**UPD 11 School of Engineering and Applied Science**

.1 Miscellaneous Material

.7 Student Records

.8 Summer Employment for Engineering Undergraduates

**UPD 12 Graduate School of Arts and Sciences (Engineering  
Records)**

.7 Student Records

**UPE            STUDENT AFFAIRS**

**UPE 2 Admissions**

- .6      Admissions Office
- .602    Entrance Examination Cards
- .61     Certificates of Admission
- .62     McBee Cards
- .65     Accession Lists for all schools (retired 9-7-70)
- .66     Applications

**UPE 3 Office of the Registrar**

- .4      General Student Records
- .5      Certificates of Admission
- .6      Report of Grade Sheets
- .61     Grade Reports and Grade Changes
- .7      Class Schedules

**UPE 4 Scholarships and Student Aid**

- .1      Reports and Statistics
- .4      General Scholarship Correspondence
- .43     Senatorial Scholarships Correspondence & Records
- .45     Loans Accounts Paid in full
- .6      Student Aid Financial Folders
- .65     Time Sheets
- .66     Student Employment Personnel Records

- .67 College Work-Study Program
- .7 Scholarship Recipients
- .71 Scholarship Recipients pre-1917
- .10 Correspondence (*Special, given directly to Archives*)

#### **UPE 5 Dean of Student Affairs**

- .40 Correspondence
- .45 Disciplinary Files

#### **UPE 6 Dean of Residential Life**

(Formed in 1960 From Dean of Men)

- .1 Correspondence
- .5 Director of Residence
- .51 Correspondence
- .55 Bills and Leases
- .56 Dormitory Registration Books

#### **UPE 7 Dean of Women**

- .3 Scrapbooks
- .4 Correspondence
- .5 Budgets
- .6 Student Files
- .7 Staff and Personnel Records
- .9 B Bennett Club/Bennett Union

**UPE 8 Penn Women's Center**

**UPE 10 Houston Hall** (exclusive of store and cafeteria)

.7 Director's Office

**UPE 15 Office of International Services**

(Formerly Foreign Students Office)

.09 John Melba research questionnaires, 1960

.6 Student Records

**UPE 16 Health Professions Advisory Board**

(Formerly pre-Medical Advisory Board)

.6 Student Records

**UPE 25 Office of Athletic Communication**



## **UPF DEVELOPMENT**

### **UPF 1 Funds**

- .2 Bicentennial Campaign
- .22 Publicity
- .4 Central Files
- .8 Master Alumni File (Index to Matriculates)
- .9 AR Alumni Records
- .9 AR(WWII) *Alumni Records of WWII*

### **UPF 5 Director of Development**

- .1 Alumni Annual Giving
- .15 Benjamin Franklin Associates
- .2 Bequests
- .21 Gifts to the University
- .22 *Planned giving programs*
- .3 Capital Campaigns
- .31 Medical Alumni Annual Giving
- .32 Program for the Eighties

### **UPF 6 Director of Alumni Relations**

### **UPF 8 University Relations (Director of Public Relations)**

- .5 News and Public Affairs Office (News Bureau)
- .5 I “Info Files”

**UPF 9 Director of Placement - Career Planning and Placement**

.2 Minutes of the Committee on University Placement

.9PI Personnel Index

**UPF 10 WXPB-FM (Radio station : Philadelphia)**

**UPF 500 Office of Commonwealth Relations**

**UPG      SPECIAL EVENTS AND OCCASIONS**

**UPG 1 Miscellaneous Presentations**

C692 Coleman Speech

**UPG 4      President's Lectures**

**UPG 6 University Day**

- .2      Addresses
- .21     Proceedings
- .22     Miscellaneous Materials

**UPG 7 Commencement Programs**

- .1      Citations and Honorary Degrees
- .2      Commencement Addresses
- .21     Proceedings
- .22     *Information*
- .3      Correspondence
- .4      *Presentation of diploma (Medical school)*

**UPG 8 Convocations (including Founder's Day)**

- .1      Citations and Honorary Degrees
- .2      Addresses
- .21     Proceedings
- .3      Correspondence

## **UPG 9 Programs and Invitations**

### **UPG 10      Baccalaureate Services**

- .2      Addresses
- .23     Baccalaureate Chapel

### **UPG 15      University Co-sponsored Concerts and Events**

- .1      National Open-Air Festival Society
- .2      Shakespeare Week
- .3      Cultural Olympics

### **UPG 25      Opening Exercises, by schools**

- .1      College
- .12     Addresses
  - S.1     Summer Session
- .5      Wharton
- .52     Wharton Addresses
- .7      Graduate School
- .72     Graduate School Addresses
- .8      Law School
- .82     Law School Addresses and Lectures
- .9      Medical Designations
- .91     Medical School
- .912    Medical School Addresses

- .92 Medico-Chirurgical College
- .922 Addresses
- .97 Veterinary Department
- .972 Addresses
- .98 Institute of Hygiene
- .981 Program (including addresses)
- .982 Addresses

**UPG 27 Commencement of Individual Schools, Addresses**

- .631 *Paper read before the Franklin Institute*
- .91 Medical Graduates
- .912 Addresses

**UPG 28 University Hospital Antiques Show**

- .1 Catalogues

**UPG 30 Restoration of Buildings**

Arranged by cutter number of name of building, eg. UPG 30 F 988 for Furness.

**UPG 35 Dedications of Buildings by School & Divisions**

(no decimal) Building Dedication Committees (1904-1915)

- .1 College
- .12 Proceedings and Addresses
- .2 *Robert Wood Johnson Pavilion*
- .6 Engineering

- .62 Moore School
- .621 Moore School Proceedings, Addresses, etc.
- .63 Engineering Department
- .631 Engineering Department Program, Minutes, Speeches, etc.

Dedication of the New Building

- .8 Law School
- .81 Law School Proceedings, Program, Speeches, etc.
- .82 Dedication of New Building, 1900
- .9 Medical - Alphabetical by Division and Date
- .913 *Medical Laboratory dedication, 1904*
- .923 *Evans Dental Institute*

**UPG 40 Dedications of Non-Academic Buildings**

Arranged by cutter number of name of building.

**UPG 50 Dedications of Libraries**

- .1 Corner-stone
- .2 Addresses
- .3 *Proceedings*

**UPG 51 Bechstein Germanic Library**

- .12 Addresses, etc.

**UPG 55 Memorial Services**

- UPG 60      Anniversary Services and Celebrations**
- H843.1      Houston Hall Centennial, 1996
- .952      *Dental School 75<sup>th</sup> anniversary program*
- .953      *Dental School 75<sup>th</sup> anniversary booklet*
- 
- UPG 65      Exhibitions**
- .12      *Addresses, catalogs, etc.*
- 
- UPG 70      Inaugural Addresses, etc.**
- .2      *Provost inauguration*
- .932      *Hospital inauguration*
- 
- UPG 80      Lecture Series**
- .1      Free Public Lectures
- .9w      *Wharton Dept. Lectures*
- 
- UPG 90      University Sponsored Interdisciplinary Conferences or Colloquia**
- .1      Conference on Population
- 
- UPG 100      Alumni Meetings, Speeches, etc. - by divisions and dates**
- 
- UPG 101      Alumni Society of Engineers**
- 
- UPG 102      Miscellaneous (to be used as last resort only)**

- UPG 103**      **School of Arts and Sciences – Anniversary**
- UPG 105**      **Wharton School Alumni Society**
- UPG 111**      **Wharton School Centennial**  
                  .1      *Calendar*
- UPG 200**      **University Bicentennial, 1940**  
                  .19      *Conference Publications*  
                  .20      *Program [?]*
- UPG 210**      **Benjamin Franklin Memorial, 1914**
- UPG 225**      **Medical Bicentennial, 1965**
- UPG 250**      **University Library Bicentennial, 1951**
- UPG 251**      **Pennsylvania Bicentennial, 1976**
- UPG 275**      **1975 Commencement**
- UPG 300**      **Area Universities Bicentennial Exhibition, 1976**
- UPG 325**      **Bicentennial of the United States, 1976**

- UPG 335 Office of International Programs**
- UPG 350 Century of Black Presence Exhibition, 1980-81**
- UPG 375 Hackney Inauguration, 1981**
- UPG 380 The Penn Family, The University and the Institutions of Philadelphia, 1982**
- UPG 381 Harnwell House display, 1982**
- UPG 382 Houston Hall display case, 1982**
- UPG 383 William Penn Charter School Exhibition, 1982**
- UPG 384 ENIAC Tribute (ENIAC 40<sup>th</sup> anniversary)**
- UPG 384 Houston Exhibition, 1984**
- UPG 385 School of Veterinary Medicine Centennial, 1984**
- UPG 387 Pappas Fellowship**
- UPG 388 Penn's 250th Celebration, 1990**
- UPG 389 William Pepper/Department of Pathology Laboratory Centennial**



- .2 Real Estate Inventories, Deeds and Inventories of  
Assets and Equipment Cards
- .3 Project and Research Grants
- .4 Closed Contracts
- .5 Insurance Office

#### **UPH 4**

- .1 Treasurer's Correspondence
- .2 Comptroller's Correspondence
- .3 Bursar's Correspondence
- .4 Financial Vice President Correspondence
- .5 Annual Reports
- .6 Budget Sheets and Trial Balances
- .7 *Faculty Housing Files*
- .9 Misc. Financial Correspondence

#### **UPH 5**

- .1 Hospital Notes and Journals
- .2 Patient Records
- .3 Health Insurance Records
- .9DC Diagnostic Clinic
- .12 *Woman's Hospital*

#### **UPH 6**

- .1 Student Fees Section

- .11 Student Deposit Ledger Cards
- .12 Student Fees Daily Cash
- .13 Student Fees Registration Receipts
- .14 Student Advance Receipts (SAR)
- .15 Student Fees Checks and Vouchers
- .2 Scholarship Vouchers
- .3 Student Loans (including Girard Trust Company  
"Assured Education Plan")
- .4 Fund Accounting Section
- .5 Veterans Contact Office
- .51 *Veterans Contact Office*. Sample Records
- .6 Alumni Contributions
- .9 Misc. Student Records

## **UPH 7**

- .1 B&G Time Cards
- .2 B&G Charge Books
- .3 B&G Billings

## **UPH 8**

- .1 Registers and Current Expense Ledger Cards
- .2 Distributions (Monthly and Semi-Monthly)
- .21 *Payroll Distribution and insurance Records*
- .3 Payroll Adds and Debits
- .4 Payroll Pink Appointment Sheets

Personnel Action Forms

.5 Payroll - General Accounts and Accounts

Payable Outstanding Lists

.6 Salary Spreads

.7 Payroll Authorizations

.8 General Account Records

.9 Payroll Summaries and Misc.

## **UPH 9**

.9ASTP *Army Specialized Training Program (ASTP)*

.9BE Bennett Club

.9CV ?????

.9DIA Department of Intercollegiate Athletics and  
Physical Education Department

.9EI Evans Institute

.9FC *Faculty Club*

.9HH Houston Hall

.9MS Moore School

.9NOBS "NOBS" Program Research

.9OSRD "OSRD" Contract

.9SATC "SATC"

.9WI Wistar Institute

## **UPH 10**

.1 Daily Cash Slips

- .2 Cashiers Memos and Yellow Copies of "D" Slips
- .3 Bank Deposit Slips
- .4 Samples of Regular and Special, Petty Cash, Regular and Special Checks and Vouchers
- .9 *Cashier's Miscellaneous*

**UPH II**

- .1 Trust Vouchers

**UPH 20** Division of Institutional Real Estate

**UPH 100** Regular and Special Vouchers

**UPH 101** Special Petty Cash Vouchers

**UPH 102** Regular and Special Checks

**UPH 103** General Account and Administration Checks

**UPH 104** Payroll "A" and "B" Checks

**UPH 105** Time Sheets and Salary Cards

**UPH 106** Extra Services Time Cards

**UPH 107**

White Sheets

**UPH 108**

Investment Office Records

## **UPI      REPORTS**

### **UPI 20 University Annual Reports**

- .1 Faculty of Arts and Sciences
- .2 Copus Research Project
- .3 Executive Committee of the Faculty of the  
Graduate School
- .4 Faculty Research Committee

### **UPI 25 University Offices**

- .1 President
- .2 Provost
- .21 *ComPENNdium (Office of Institutional Research and Analysis)*
- .3 Senior Vice President for Management
- .4 Financial Report
- .5 Treasurer and Investments
- .55 *Report on Audit*
- .6 Endowments and Other Funds
- .7 Gifts, Grants and Bequests
- .8 Registrar
- .81 Course Enrollment
- .82 Student Enrollment
- .9 Annual Giving
- .91 Student Financial Aid
- .92 Placement Service and Student Aid

- .93 Law School Annual Giving
- .94 Wharton Graduate Annual Giving
- .95 *Alumni annual giving*
- .96 *Penn Social Work Honor Roll*
- .97 *Personnel Annual Report*
- .10 Personnel
- .11 Confidential analysis - statistical profile of  
freshmen 1955-67
- .15 *Biennial report*

**UPI 50 Individual Reports - by Title, Dates and Author**

- .1 University-wide Ad-hoc Task Forces, Commissions,  
etc., dealing with University-wide matters
- .2 University-wide Ad-hoc Task Forces, Commissions,  
etc., dealing with particular schools,  
departments
- .3 University in relation to the community, city or  
region
- .5 Ad-hoc Commissions narrower than University-wide  
but broader than school or department dealing  
with school or department matters
- .6 Report on the School of Fine Arts
- .7 Committee on Educational Policy and Planning
- .8 Committee of Faculty Representatives on University  
Policy

- .9 Committee to Study the Organization of  
Pennsylvania Alumni
- [.10 Stassen, Harold, Four Years at Pennsylvania, Sept.  
17, 1948-Jan. 19, 1953: A Report to the  
Trustees of the University of Pennsylvania.]  
*[Chen's note: I50.10 merged with I50.1]*
- .11 *College of General Studies*
- .12 *Educational Conference of the Summer School*
- .13 *Student Committee on Undergraduate Education*
- .15 *Second Education Conference and Summer School*
- .17 *Affirmative Action Plan*

**UPI 107 Graduate School of Arts and Sciences**

- .1 Dean of Faculty
- .2 Executive Committee of Faculty

**UPI 120 Vice President of Coordinated Planning**

- .1 Integrated Development Plan
- .2 Student Housing Program

**UPI 230 Wharton**

- .1 Wharton Graduate Division
- .2 Wharton Partnership
- .21 Special Committees
- .3 Human Resources Center, Department of Management

- .4 Wharton Entrepreneurial Center
- .5 Leonard Davis Institute of Health Economics
- .6 *SEI Center*
- .9 IR Department of Industrial Research
- .9 PR Pension Research Council

**UPI 234      Extension School - Scranton**

**UPI 235      Wharton School, Huebner Foundation**

*UPI 236      Fishman-Davidson Center for the Study of the Service  
Sector*

*UPI 238      Division of Human Resources*

**UPI 278      Greenfield Center**

**UPI 280      Law School**

- .1 Center for Study of Financial Institutions

*UPI 300      Office of International Programs*

**UPI 310      Laboratory for Research on the Structure of Matter**

**UPI 320      Afro-American Studies Program**

- UPI 321 African-American Resource Center*
- UPI 350 University Libraries**  
.3 Lippincott Library
- UPI 355 Faculty of Arts and Sciences**
- UPI 360 University Museum**
- UPI 362 Towne School**  
.1 *Department of Chemical Engineering*
- UPI 363 Engineering Division Research Activities**  
.1 *Institute for Advanced Science and Technology*
- UPI 365 Security and Safety**
- UPI 370 Morris Arboretum**
- UPI 375 General Alumni Society**  
.1 A Study of Alumni Opinion & Readership (First in Nation)
- UPI 376 Foreign Policy Research Institute**



- .6 Pathological Department
- .7 *Radiology Department*
- .8 Wistar Institute
- .9 Health Law Project
- .10 School of Medicine Annual Giving
- .11 *20<sup>th</sup> General Hospital Report, 1943-1945*

**UPI 492 Hospital of the University**

- .3 Training School for Nurses
- .5 Radiology
- .6 *Student Health Service*

**UPI 493 University Hospital (Board of Managers)**

- .5 Department of Radiology

**UPI 494 University Medical Center**

**UPI 495 Presbyterian-University of Pennsylvania Medical Center**

**UPI 496** *Hospital of the Graduate School of Medicine (Medico-Chirurgical Hospital, Polyclinic Hospital of the College for Graduates in Medicine, and Graduate Hospital)*

- .1 *(Medico-Chirurgical Hospital)*
- .2 *Polyclinic Hospital of the College for Graduates*

*in Medicine*

.3 *Graduate Hospital*

**UPI 497** **Animal House Committee** (*Veterinary School*)

*UPI 498* *School of Veterinary Medicine*

**UPJ BUSINESS**

**UPJ 1 Vice-President**

**UPJ 2 Senior Vice President for Management and Finance**

**UPJ 3 Personnel**

- .1 Personnel Records of employees
- .2 Benefits and Claims, Insurance Records
- .3 Budget Proposals
- .4 Correspondence
- .5 Surveys and Reports
- .6 Miscellaneous
- .7 Human Resources Office

**UPJ 5 Physical Plant Planning**

**UPJ 6 Building and Grounds**

- .5 Fraternity and Dormitory Maintenance
- .7 Campus Police
- .9 Blueprints
  - .9 C Office of Construction Engineer
  - .9 E Engineering Service
    - .91 E Specifications
    - .92 E Projects

- .93 E General Building Repairs
- .94 E Building Surveys
- .95 E Buildings and Grounds Prints and Letters
- .95 FCCS First Church of Christ, Scientist
- .96 E Blueprints
- .97 E Estimates

**UPJ 7 Construction Department**

- .6 Contracts and Correspondence

**UPJ 8 Houston Hall Store**

**UPJ 9 Office of Planning and Design**

- .1 Blueprints
- .4 *Correspondence files and reports*

**UPJ 10 Department of Security and Safety**

- .1 Occupational injuries and illnesses report

**UPJ 25 Management Analysis Service**

- .15 Biennial Report The President's View

**UPL PUBLICATIONS OF THE UNIVERSITY AND ITS BRANCHES**

**UPL 1 University Catalogues**

.1 Bulletin

**UPL 10 Announcements (by School)**

.010 Concerning Admission to the Undergraduate Schools  
and Undergraduate Courses of Study

.011 Undergraduate Programs for Men and Women

.012 Freshman Seminar Programs - Course offering &  
leaders

.013 Wartime Accelerated Program

.014 Concerning Scholarships

.015 Course Guide

.016 Dorms for Women

.017 Dorms for Men

.018 Course and Room Roster

.019 Course Register

.02 Course Timetable

.04 Department of Physical Education

.05 Department of Military Science and Tactics

.051 Army Reserve Officers Training Corps Unit

.052 Naval Reserve Officers Training Corps Unit

.053 Air Force Reserve Officers Training Corps Unit

.06 Undergraduate Catalogues

- UPL 10**
- .1 College
    - .100 *Undergraduate programs*
    - .102 Training & Development Opportunities for Staff & Faculty
    - .11 *Pamphlets*
    - .111 Emphases
    - .12 College of General Studies (formerly College Collateral Courses)
    - .122 College of General Studies Special Programs
    - .13 The School of American History and Institutions
    - .14 Summer School
    - .15 Morris Arboretum
    - .152 *South Asia Regional Studies and other Special Programs*
    - .19 Departmental (with abbreviations, e.g. BIO=Biology)
    - .191 Social Activities & Lectures - Summer School
  - .2 College for Women Announcements
    - .25 Programs for Women
    - .251 First Announcement - includes organization of CW
  - .3 Wharton School
    - .31 *Decision Science*
    - .32 Wharton School Graduate Division
    - .321 Supplemental Information
    - .322 Systems Design Training Program

	.323	Wharton MBA Course Guide
	.326	<i>Doctoral Program</i>
	.327	<i>MBA Brochure</i>
	.328	<i>MBA Placement Survey</i>
	.34	Evening School of Accounts and Finance
	.343	Extension School, Scranton
	.345	Extension School, Reading
	.346	<i>Aresty Institute</i>
	.36	<i>Executive MBA Program</i>
	.4	<u>School of Education</u>
<b>UPL 10</b>	.43	Cultural Olympics
	.44	Schoolmen's Week Programs (Now defunct - 6-11-68)
	.45	Schoolmen's Week Proceedings
	.46	School of Social Work
	.48	Dept of Child Helping - Wm. T. Carter Foundation <i>(Illman Carter Unit Announcement)</i>
	.49	Vacation School and Recreation Center for Boys & Girls
	.5	<u>School of Fine Arts</u> <i>(Bulletin and Announcement)</i>
	.51	School of Architecture
	.52	Graduate School of Fine Arts
	.521	Supplemental Announcements
	.6	<u>Towne School</u>
	.62	Moore School
	.63	Engineering School (Towne and Moore combined)

- .631 Annual Inspection Trips
- .634 Continuing Engineering Studies
- .64 Energy Center
- .66 Graduate Studies in Electrical Engineering
- .68 Graduate Program in Physics
- .7 Graduate School of Arts and Sciences (formerly  
Department of Philosophy)
- .71 Graduate Department for Women
- .72 Supplemental information (inc. Doctoral  
Dissertation Manual)
- .74 *Graduate Courses of Studies*
- .78 Albert M. Greenfield Center for Human Relations
- .79 Annenberg School of Communications
- UPL 10** .8 Law School
- .81 Descriptive Supplements
- .91 School of Medicine
- .918 Wistar Institute
- .92 Graduate School of Medicine (*& Auxiliary Dept*)
- .923 Graduate School of Medicine - Dental (post-  
graduate courses)
- .924 Philadelphia Polyclinic Hospital
- .925 Medico-Chirurgical College
- .93 School of Nursing
- .936 School of Nursing of the Hosp. of the Grad. School of

Medicine

- .937 School of Nursing - Graduate Division
- .94 School of Biomedical Education
- .95 Dental School
- .951 Penn Dental Surgery
- .956 Courses in Oral Hygiene
- .96 Division of Advanced Dental Education
- .97 Veterinary Medicine
- .98 School of Hygiene and Public Health
- .99 School of Auxiliary Medical Services (now Allied  
Medical Professions)
- .100 Urban Studies Program
- .101 Training and Research in Transportation Center  
C.U.R.E. Center for Urban Research and  
Experiment

**UPL 11 University Announcements, Bound (Green Pigs)**

**UPL 12 Department of Recreation Announcements**

**UPL 95 Directories - Trustees, Faculty, Staff and Students**

- .04 Guidelines for Boards of Overseers
- .05 Directory of University Trustees
- .1 Faculty and Staff Directory (*including Students up  
to 1955*)
- .2 Directory of Students

- .21 Law School Student Directory
- .213 *Medical Alumni Weekend*
- .214 Penn Education Degrees and Awards Ceremony
- .215 Alumni Weekend
- .216 Undergraduate Division Graduation Ceremony
- .217 Master of Business Administration Graduation  
Ceremony
- .218 Wharton School Calendar
- .219 Wharton Alumni Weekend
- .22 Wharton Graduate Student Directory
- .221 Wharton Alumni Directory
- .222 Wharton Directory (Health Care Administration)
- .223 Wharton School Directory
- .224 Joseph Lauder Institute of Management Studies
- .225 Wharton MBA Student Directory
- .226 Resumes Health Care Management MBA Graduates
- .227 Recent Research at Wharton
- .228 *Wharton Alumni Directory, European Edition  
(International)*
- .23 Benjamin Franklin Society Directory
- .234 *Benjamin Franklin Scholar/General Honors Student  
Directory*
- UPL 95** .24 Wharton Doctoral Student Directory
- .25 New Student Week

- .26 Class of [ ] Reunion Directory
- .27 Awards Ceremony Army Officer Education Program
- .3 Hospital
- .31 Graduate Hospital
- .4 Libraries
- .5 Engineering Alumni Society Directory
- .6 International Students and Personnel
- .65 Community Services Directory
- .66 *Community Involvement Directory*
- .7 University Hospital Staff
- .8 Fraternity/Sorority Directory
- .85 Penn Planner
- .88 Resident Advisor, Senior Resident, Head Resident
- .89 Van Pelt College House Directory
- .9 School of Medicine Class Matriculating
- .91 Hill People Directory
- .915 A Semester in Hill
- .917 Topical and Interdisciplinary Studies -  
A Directory for Students
- .92 Afro American Studies Program Directory
- .99 School of Medicine Directory

**UPL 98 Description, History and Procedures**

- .1 Handbook for Faculty and Administration
- .10 Handbook, University Library

- .11 Graduate School of Arts and Sciences Student Handbook
- .112 Your University
- .111 *Office of Research Administration Handbook*
- .113 Handbook for Faculty and Academic Administrators A Selection of Policies and Procedures
- .113A *Graduate Academic Bulletin*
- .114 Law Library Guide
- .115 Law School Guide to Faculty Expertise
- .116 *Lippincott Library Guide*
- .117 *University Policies and Procedures*
- .12 Wharton (*Undergraduate*) Student Handbook
- .121 Wharton Graduate Program in Operations Research
- .122 Wharton Guide to Faculty
- .125 Wharton Faculty Guide. Vitae Publications
- .126 Policies and Procedures
- .127 Wharton School MBA Student Handbook
- .128 Bioengineering Graduate Manual
- .129 Bioengineering Undergraduate Manual
- .13 Guide to Graduate School of Education
- .131 *Benefits Handbook for Faculty and Administration*
- .14 Manual of the University/Faculty Senate
- .15 Fraternity and Sorority Handbook
- .156 Fraternity and Sorority Handbook by Fraternity or

	Sorority
.16	Handbook
.17	Transfer Student Handbook
.171	<i>Transfer Student Guide</i>
.172	<i>Penn TA Handbook</i>
.173	Handbook for Foreign Students and Scholars
.174	Student Activities Council Manual
.18	Getting To, From and Around Penn
.185	Department of Residential Living Staff Manual
.19	A Manual for Doctoral Students
.2	Handbook for Students (regardless of office of origin)
.22	Visitor's Guide
.26	<i>Handbook for Faculty and Staff on Foundations</i>
.3	Recreation Handbook
.335	Guide to Student Health Services
.35	Freshman Handbook
.37	Upper Class Handbook
.38	Sophomore Handbook
.4	Guide for Employees of the Graduate Hospital
.41	Nursing Faculty and Research Guide
.42	Handbook Pre-Health Professions
.43	Placement Manual
.44	<i>Placement Guide</i>
.5	Guide to Student Services

- .55 *Quadglomerate*
- .551 A Semester in Hill
- .552 Information for Applicants
- .553 *Residential Living Handbook*
- .554 *Residential Options for Undergraduates*
- .555 *Graduate Residential Options*
- .558 *PennVirons*
- .6 The One University Handbook
- .62 Transition
- .63 *Moore School Undergraduate Education Manual*
- .65 Safer Living Guide
- .655 *Public Safety Procedure Manual*
- .7 Soccer Guide
- .71 Lacrosse Handbook
- .8 Winter Sports Guide
- .9 Law School Student Handbook
- .91 Penn Med Guide
- .92 Student Financial Aid Handbook. School of  
Medicine
- .93 *Student Health Handbook*
- .941 *Residential Living Occupancy Agreement Form*
- .95 *School of Dental Medicine Handbook*

*UPL 140*

- .1 *Institute of Contemporary Catalog of Exhibits*

*UPL 520 School of Education. Studies in Education*

**UPL 530 Bibliography of Faculty and Staff Publications**

**UPL 531 Faculty Research Interest**

**UPL 600-700 General University Descriptive Pamphlets and Calendars**

**UPL 601 Calendar of Events** (later known as Monthly  
Activities Calendar)

**UPL 602 Calendar and Chronicles**

**UPL 603 View**

**UPL 604 Research Updates**

- .1 Procedure for obtaining support of research  
programs and policy with respect to research for  
private industry

**UPL 700-750 Reprints (Department Collections)**

**UPL 700 Department of Surgery and Harrison Department of Surgical Research**

**UPL 701 Botanical Laboratory**

**UPL 702 Zoological Laboratory**

**UPL 703 Laboratory of Neuropathology**

**UPL 704 Department of Physiology**

**UPL 705 Department of Pathology**

**UPL 706 William Pepper Laboratory of Clinical Medicine**

**UPL 707 Graduate School of Medicine, Cancer Research Lab**

**UPL 708 Laboratory of Hygiene**

**UPL 709 Transactions and Proceedings of the Botanical Society**

**UPL 751-800 Publications of Department of Various Schools**

**UPL 751 Romance Languages**

- UPL 752      Mathematics**
- UPL 753      History**
- UPL 754      Philosophy**
- UPL 755      Zoological Laboratories**
- UPL 756      Philology and Literature**
- UPL 757      Law**
- UPL 758      Industrial Research Department**
- UPL 759      Political Economy**
- UPL 760      Anthropology**  
    *.1      Philadelphia Anthropological Society*
- UPL 761      Folklore and Folklife**
- UPL 1000     Computer Center News Monitor**  
    *.2      Network News*

**UPL 1002**     **ARG (*Arthur Ross Gallery*) Newsletter**

**UPL 1003**     **Dean's Admission Newsletter**

.1     University of Pennsylvania Public Service

**UPL 1005**     **Placement Service Newsletter**

.1     Undergraduate Newsletter

.2     Association of Alumnae Newsletter

**UPL 1006**     **Graduate Newsletter**

**UPL 1007**     **Communications Inventory**

**UPL 1010**     **Publications of Schools**

(follow organization of UPL 10)

.09     *Annenberg School - Newslink*

.10     Communications - Annenberg School

.100     Newsletter of Transportation Program

.101     Front and Center

.102     Penn Performs

.11     Center for History of Chemistry

.111     Center for the Study of History of Nursing

.12     English Department Newsletter

.125     *American Society for 18<sup>th</sup> Century Studies*

.126     *Penn Language News*

- .13 Music at Penn - Music Department
- .14 Curtis Organ Restoration Society
- .15 Center for Italian Studies Newsletter
- .159 *Jewish Studies at Penn*
- .16 GAPSA (*Graduate and Professional Student Assembly*)  
Newsletter
- UPL 1010** .161 GAPSA-GSAC (*Graduate Student Associations Council*)  
Newsletter
- .162 GSAC Newsletter
- .163 *Graduate Perspective*
- .17 Afro American Studies Program Newsletter
- .172 The BAFS (*Black Administrators, Faculty & Staff*)  
Grapevine
- .173 The Black Wharton Undergraduate Association
- .174 The BGAPSA Newsletter
- .175 Newsletter The Dubois We are an African People
- .176 ULOZI Black Literary Circle
- .177 *The Vibes*
- .178 *African Rhythms Dance and Drum Troupe*
- .18 American Studies Association Newsletter
- .19 G Department of Germanic Languages Newsletter
- .19 H History Department
  - .2 Translations and reprints of original  
sources in History
  - .25 State Documents on Federal Relations

	.3	History Department Newsletter
	.20	HS Society for Social Studies of Science
	.21	Fels Penn
	.22	The Service Bulletin
	.23	Federal Relations Report
	.24	Penn Economics
	.3	Wharton Notes
	.31	Wharton Quarterly/The Wharton Magazine
	.310	Wharton Real Estate Newsletter
	.311	Wharton Account
<b>UPL 1010</b>	.312	Interchange (National Health Care Management Center, Leonard Davis Institute)
	.313	Healthbeat
	.314	Executive Bulletin
	.315	LDI News (Leonard Davis Institute of Health Economics)
	.316	The Wharton Experience (Wharton Evening School Council)
	.317	Wharton Alumni Club Newsletter
	.318	SEC Update (Snider Entrepreneurial Center)
	.319	Wharton News Update (Newsletter for Faculty and Staff at Wharton)
	.32	<i>Wharton Research Update</i>
	.321	<i>The Whartonite</i>
	.322	LDI Health Policy Research Quarterly (Leonard

- Davis Institute of Health Economics)
- .323 *Wharton Executive Issues*
- .324 *Wharton, Impact*
- .325 *LDI (Quarterly (Leonard Davis Institute of Health Economics) Issues Brief*
- .326 *Wharton Information Guide*
- .327 *Wharton Real Estate Review*
- .332 *Wharton. The Dean's Letter*
- .333 *Wharton. Vice Dean's Newsletter*
- .334 *Wharton. Alumni Admissions Network*
- .336 *Wharton. News from Wharton West Phila. Project*
- .337 *Wharton. Executive Development*
- .341 *Community-Wharton Education Program*
- .35 *Morris Arboretum Newsletter*
- .4 Educational Quarterly
- .41 Fraternity Newsletters (Use initials of fraternities)
- .42 Fraternally Speaking Newsletter, Fraternities and Sororities
- .423 *Penn Theta Newsletter*
- .43 Studies in Education - Abstracts of Dr. Studies
- .431 Tutoring Center Newsletter
- .435 *Penn Education*
- .44 Copus - The Student Brief
- .442 *Houston Hall Hallmarks*

- .445 PSA Today, Penn Student Agencies Newsletter
- .45 Economic aspects of public education in  
Pennsylvania
- .456 *Newsbrief. Center for School Study Councils*
- UPL 1010** .46 Policy Perspectives. Pew Higher Education  
Research Program Sponsored by the Pew Charitable  
Trusts
- .47 *University of Pennsylvania Hospital. Turnaround*
- .48 *Penn Wise*
- .5 School of Architecture Biennial Review
- .51 Bulletin of School of Architecture
- .512 *School of Architecture. Newsletter*
- .515 Penn In Ink
- .52 Graduate School of Fine Arts
- .521 South Asia News
- .522 Ora-Cle. A research and scholarship newsletter  
for faculty and staff at Penn
- .523 Literacy Research Center
- .5231  
*NCAL (National Center on Adult Literacy) Connections*
- .524 Penn Women's Network. Penn Women's Center
- .525 Penn Women's News
- .526 Newsletter. Alice Paul Research Center-Women's  
Studies Program
- .527 *Trustees' Council of Penn Women. Council*

*Communique*

- .528 *Passport*
- .529 *Alice Paul Center-Women's Studies Program.*  
*Newsletter*
- .53 Office of International Programs. *Kaleidoscope*
- .531 Penn - China Newsletter
- .532 International Dimensions. Office of International  
Programs
- .533 Foreign Student News. Office of International  
Programs.
- .534 El Pipila - Chicano Newsletter
- .535 Varta Indian Students Association
- .536 Inside Economics of the Soviet Union and Eastern  
Europe
- .537 *Christian Association Newsletter*
- .538 *Sound Politicks*
- .54 CA Perspectives. (Christian Association)
- UPL 1010** .541 International Women's Group Newsletter
- .545 Centerpiece. Newsletter of the Student Volunteer  
Center. Christian Association
- .55 School of Fine Arts Regulations
- .56 Faculty of Arts Sciences Newsletter
- .564 Aegis. College of General Studies Newsletter
- .565 Faculty of Arts and Sciences Dateline
- .566 College. A newsletter that pertains to the

College of Arts and Sciences.

.567 CGS Reports. Penn Arts & Sciences Newsletter

.568 BFS Newsletter. Benjamin Franklin Scholars  
Newsletter

.57 Online with SRS. (Student Records System) Office  
of the Registrar

.58 Institute for Environmental Studies. Abstracts of Ph.D

Dissertation in City Planning.

.59 Philadelphia, Past, Present & Future Newsletter.  
Center for Philadelphia Studies School of Public  
and Urban Policy

.595 *New Art in Philadelphia*

.6 Connecting Rod. School of Engineering

.61 Towne Talk. Towne Scientific School.

.611 Towne School Newsletter. Later called Penn  
Engineering & Applied Engineering News

.612 *Chemical Engineering News*

.62 Engineering Needs You. Towne Scientific School &  
Moore School of Electrical Engineering

**UPL 1010** .621 Shall I Study Engineering. The Engineering Schools of the  
University of Pennsylvania.

.622 A Catechism. The Engineering Schools of the  
University of Pennsylvania.

.623 Are Engineers & Chemists Employed?. Towne  
Scientific School

- .624 Engineering: A Career, A Culture
- .626 Penn Distillates - A newsletter from the  
department of chemical engineering.
- .63 The Moore School Undergraduate Education
- .632 *Sci-Tech Library News*
- .635 The Eniac. Published by Moore School Computing  
Facility.
- .65 IEEE Almanack. Moore School of Electrical  
Engineering
- .70 Powerline. Energy Club.
- .71 News Letter Graduate School of Arts and Sciences. Later  
named Colloquy.
- .72 Penn NROTC Alumni Newsletter
- .725 *The Crusader, newsletter of the Crusader Battalion, US Army ROTC*
- .73 Penn Wargamers Newsletter. Student Club
- .74 Angles. Magazine of the Penn Political Union.
- .75 News from Lesbian & Gays at Penn
- .76 Out/Lines Newsletter for Penn's lesbian, gay, and  
bisexual communities
- .77 *The Society Newsletter. Society for the Scientific Study of Sex, Inc.*
- UPL 1010** .78 Bonis Avibus. Published by the Greenfield  
Intercultural Center Mentoring Program.
- .79 News Annenberg Center. Annenberg Center.
- .80 In Brief. Campaign for the University of  
Pennsylvania Law School

- .81 Law Review
- .82 The Wistar Prospectus. Quarterly published to ensure the continued progress of the institute's research activities
- .83 *Market Report. Penn Medical Center*
- .91 University Medical Magazine (now University of Pennsylvania Medical Bulletin)
- .911 University of Pennsylvania Medical Bulletin (*new title, different from L1010.91, the latter being a research magazine*)
- .912 Reprints of University of Pennsylvania Medical Bulletin
- .913 Pennpsych. Newsletter of the Department of Psychology
- .914 Marriage Council News. School of Medicine
- .915 Medical Affairs
- .916 Weekly Calendar - Medical Affairs Division
- .917 Penn Med Notes (*Penn Medicine--since 1995?*)
- .918 Vital Signs. Publication of the Hospital of the University of Pennsylvania.
- .919 Ars Moriendi Newsletter. Published by the Health and Human Values Task Force. Care
- .92 News of Graduate School of Medicine
- .921 BioMed. Biomedical Graduate Studies
- .9214

*Center for Bioethics Newsletter*

- UPL 1010** .922 Institute on Aging Newsletter. Formally Center  
for the Study of Aging
- .923 McNeil Center Report. Research in Anesthesia  
Department of Anesthesia
- .924 Research and Training Center for Rehabilitation of Elderly  
Disabled Individuals
- .925 Chi Bulletin. Medico-Chirurgical College
- .926 Journal of the Medico Chirurgical College
- .927 Robert Wood Johnson Foundation Teaching Nursing  
Home Program Newsletter
- .928 *The Central File (Newsletter of the School of  
Medicine)*
- .929 *Bulletin of the Biological Basis of Behavior  
Program*
- .93 School of Medicine Research Manual
- .931 Department of Psychiatry: Summary of Research  
Programs
- .932 Mahoney Institute of Neurological Sciences Forum
- .933 *Penn Pulse. A Publication for the Faculty,  
Residents, & Fellows of the University of  
Pennsylvania Medical Center*
- .934 PENNursing News. A campaign Update for Nursing's  
Friends and Volunteers
- .935 The Chronicle. Formerly the Center for the Study

- of the History of Nursing Newsletter
- .936 Newsletter for the School of Nursing
- .937 Society of the Alumni of the School of Nursing  
Newsletter
- .938 Sigma Theta Tau International Honor Society  
Newsletter School of Nursing
- .94 Faculty Bibliography: School of Medicine
- .941 *Penn Med News. School of Medicine Publication*
- .942 *Penn Today. Medical Center--A Continuing Medical  
Education Resource For Practicing Physicians and  
Faculty*
- .943 *Wistar News*
- .95 Faculty News and Notes of the Dental School
- .951 *School of Dental Medicine. Newsletters (Word of  
the; ReCap*
- .9512  
*Sound Bites. Dental Health News for PFP Plan  
Subscribers*
- .952 *School of Dental Medicine. Continuing Education  
Center Newsletter*
- .953 *The Turnaround Times (Pathology & Laboratory  
Medicine)*
- .955 *SDMessenger (School of Dental Medicine)*
- .956 *Probe & Explorer (School of Dental Medicine)*
- .957 *CCEB Newsletter (Center for Clinical Epidemiology*

*and Biostatistics)*

.958 *Penn Health Magazine*

- UPL 1010** .96 Cheek By Jowl. News from the School of Dental  
Medicine
- .97 Bellwether. Newsmagazine of the School of  
Veterinary Medicine
- .98 The PennVetter. Newsletter of the School of  
Veterinary Medicine
- .985 ULAR Newsletter. University Laboratory Animal  
Resources
- .986 *Newsletter of the Department of Zoology*
- .99 Veterinary Alumni Newsletter

**UPL 1020-1099 Divisions other than Medical**

Reserve .5 under each for handbooks, by-laws, etc. Use title cutter and date.

**UPL 1025**

.15 Nutrition News. Hospitality Services

**UPL 1030 Morris Arboretum**

- .15 Morris Arboretum Bulletin
- .6 Lecture Series Announcements
- .7 Morris Arboretum Monographs

**UPL 1050    University Libraries**

- .15    Library Chronicle
- .17    *The Pilot (Lippincott Library)*
- .18    Penn Libraries News
- .19    *Lippincott Infoline*
- .20    Gargoyle
- .25    Lamp
- .30    Ivy Leaf
- .40    Newsletter from the Libraries
- .41    Newsletter from the Library Administration
- .42    Bibliotheca. Friends of the Library of the  
University of Pennsylvania
- .46    Library. Named Funds for Knowledge and  
Information Resources
- .47    *PACSCL News (Philadelphia Consortium of Special  
Collections Libraries)*
- .55    Architectural Archives
- .58    Online News. Institute of Scientific Information
- .65    *Local 590 AFSCME Library Workers Union Newsletter*
- .90    Single Issue Publications
- .91    Medical Library News
- .912    *Health Science News*
- .915    *Biomedical Library. News and User's Guide*
- .916    *Health Sciences Libraries*
- .92    University Library Exhibition Catalogue

<i>UPL 1059</i>	<i>Center for History of Chemistry</i>
<i>.1</i>	<i>Guide</i>
<i>.15</i>	<i>Corporate History</i>
<b>UPL 1060</b>	<b>University Museum</b>
<i>.10</i>	<i>Bulletin, 1897-1902</i>
<i>.15</i>	<i>Transactions, 1904-1907</i>
<i>.155</i>	<i>List of Members, 1905</i>
<i>.16</i>	<i>Reprints from Transactions</i>
<i>.20</i>	<i>Journal, 1910-1935 (Including also MASCA Journal, 1978-1984; MASCA: Museum Applied Science Center for Archaeology)</i>
<i>.25</i>	<i>Bulletin, 1930-1958</i>
<i>.251</i>	<i>Expedition, 1958-1964</i>
<i>.30</i>	<i>Discoveries</i>
<b>UPL 1060</b>	<i>.35 News</i>
	<i>.36 Events at the Museum</i>
	<i>.50 Department of Archaeology. (MASCA Newsletter)</i>
	<i>.51 Report of Board of Managers (of the Department of Archeology and Paleontology)</i>
	<i>.52 Program of fund-raising benefits</i>
	<i>.53 Exhibits - Monographs</i>
	<i>.54 Handbooks</i>
	<i>.55 Catalogs</i>

- .56 Papers
- .57 Special Report
- .59 List of Members
- .70 Reports on Expeditions (by year)
- .75 Museum Calendars
- .80 Museum Newsletter
- .90 Catalogues of Casts, Photographs, Publications
- .91 Catalogues - Special Exhibition
- .92 Catalogues - Museum General Holdings
- .93 Music, Film and Lecture Series: Announcements,  
Invitations, etc.
- .94 Miscellaneous Publications
- .945 *Complete Catalog of Publications*

*UPL 1061 Victorian Landscapes in America: the Garden as Artifact*

**UPL 1070 Fund**

- .1 Fund Report
- .2 The Pennsylvania Worker
- .3 *University of Pennsylvania Fund Bulletin/News*
- .4 *University of Pennsylvania News Sheets*
- .5 *Wharton Campaign Journal*

**UPL 1075 Public Relations**

- .1 About Pennsylvania

- .10 Editorial Comments of the Philadelphia Newspapers
- .11 Penn News Digest
- .12 Penn Health and Medical News
- .13 Wharton News
- .14 *Penn Parents*
- .142 *Parents Weekend*
- .15 Omnibus Mailings. Alumni Relations
- .16 Inside the Campaign. Campaign for Penn
- .165 *Bequest Notes*
- .17 News Update Medicine & Science
- .18 The Campaign For Penn Keeping Franklin's Promise
- .2 Alumni Schools Program Newsletter
- .4 Hail Pennsylvania
- .5 From College Hall
- .6 Up-Date
- .8 Of Mutual Interest
- .9 Pennsylvania in the News (National Edition)

**UPL 1076 Foreign Policy Research Institute**

- .1 Monograph Series
- .2 Orbis

*UPL 1077 Slavic Review*

**UPL 1080 Department of Intercollegiate Athletics. (*Franklin Field Illustrated*)**

- .11 *Palestra Illustrated*
- .15 *Franklin Field Illustrated - Football*
- .19 Monthly Magazine Edition
- .20 Franklin Field Illustrated - Field Hockey
- .21 Pennsylvania Hockey
- .22 Goal Newsletter (put out by the Friends of  
Pennsylvania Hockey)
- .23 Varsity Hockey Scorebooks
- .24 Winter Sports Schedules
- .25 Invitation to Schools to Participate in Relay  
Carnival
- .35 Invitation Interscholastic Track and Field  
Championship Meet
- .40 Heptagonal Games
- .41 The Quaker Relay
- .42 Pennsylvania Men's Track and Field
- .43 Pennsylvania Women's Track and Field Cross Country
- .45 Eastern Intercollegiate Wrestling Association  
Championship Program
- .47 IC-AAA Annual Track Championship
- .48 Intercollegiate Association Amateur Athletes of  
American Track and Field Championships
- .49 Annual Middle States Interscholastic Track and  
Field Championships
- .50 Dual and Quad Meets

.51	Eastern Intercollegiate Invitation Swimming Meet
.53	Baseball Schedule
.54	Pennsylvania Basketball Information Guide - Men
.55	Pennsylvania Basketball Information Guide - Women
.56	Basketball at the Palestra
.57	Basketball Banquet
.58	Ivy Basketball League Information Guide
.59	Intercollegiate Athletic Association Suntory Ball Basketball Program (Japan)
.60	Eastern Intercollegiate Basketball
.62	Annual Quaker City Basketball Tournaments
.63	A.I.A.W. Intercollegiate Athletics for Women
.64	Pennsylvania Football Information Guide Schedule
.66	Ivy League Football
.67	Pennsylvania Lacrosse
.68	Soccer Information Guide
.69	Athletics. Weekly newsletter highlighting Penn athletes
.70	Pennsylvania Wrestling
.71	<i>Pennsylvania Fencing</i>
.72	<i>Pennsylvania Crew</i>
.73	<i>Pennsylvania Volleyball</i>
.74	<i>Pennsylvania Gymnastics</i>
.75	<i>Pennsylvania Men's Tennis</i>
.755	<i>Pennsylvania Men's and Women's Tennis</i>

- .76 *Pennsylvania Women's Tennis*
- .77 *Pennsylvania Hockey*
- .78 *Recreation*

**UPL 1090      Service Divisions**

- .25 Focus of Foundations (Foundation Information Center)
- .26 Off Campus Living Newsletter
- .27 *Penncap Post*
- .28 *Pennrug*
- .30 A-3 Assembly Bulletin
- .31 *A-1 Assembly Newsletter*
- .35 Faculty and Staff Newsletter (The Almanac)
- .37 Penn Paper. Administration Newspaper
- .38 Extern. School of Medicine Newspaper.
- .39 The Compass. Newspaper for the University Community
- .40 The Vision. Independent Newspaper - Published by African American Students
- .41 *The Voice*
- .42 *Black Alumni Society*
- .43 *Pennsylvania Current*
- .50 Purchasing News of Note
- .51 *Communicative Services News*
- .512 *Center for Communications and Information Science*

*and Policy*

- .53 *Interesting IV Views (Penn Medical Quarterly)*
- .75 Penn Line
- .80 The Bridge Personnel Budget Payroll Newsletter
- .81 *Energy Center Quarterly*
- .85 University Placement Review
- .90 Service Line - Operational Services
- .91 Hill News. Newsletter from Hill House
- .92 Faculty Club Newsletter
- .93 Penn House Times
- .932 Quadrambles. Newsletter from the Quad
- .933 Second Degree Graduate Towers Newsletter
- .934 Westwind
- .935 WXPN Staff Newsletter
- .936 King's English
- .937 Unrenovated News
- .938 Upper Quad Gargoylian
- .939 Undergraduate Residence Rent Schedule
- .94 Press Sheet. University Press
- .941 *Graduate Residence Rent Schedule*
- .942 *College Houses Rent Schedule*
- .943 *Green Piece*
- .944 *The WEB*
- .945 Forthcoming Books. University Press
- .946 *Imprint (Catalog of University Press Books)*

- .95 Pennsport
- .96 Personnel Relations Newsletter
- .97 Safety Resources Guide - Department of Public  
Safety and the Penn Women's Center
- .971 *Safety Bulletin*
- .98 Print Out

**UPL 1100 Hospital of the University of Pennsylvania**

- .1 Chart
- .10 Hospital of the University of Pennsylvania  
Bulletin - Weekly during World War II (1942-45)
- .12 *Hospital of the University of Pennsylvania  
Newsletter of the Medical Staff*
- .2 Viewpoints (Friends of Scheie Eye Institute)
- .3 Round HUP (now Cheer HUP)
- .4 Wake HUP News (for patients)
- .5 Depression Unit Newsletter
- .6 Hupdate
- .7 Medical Developments (Medical Center Development)
- .8 *News from the Medical Board (HUP)*
- .85 *Hospital of the University of Pennsylvania News*

**UPL 1110 Graduate Hospital**

- .1 Newsletter for Medical Staff
- .2 *Medical Newsletter*

- .3 Outlook
- .4 Thermometer

**UPL 1112 Presbyterian-University of Pennsylvania Medical Center**

- .1 Centerpost

*UPL 1119 University of Pennsylvania. Report on Veterinary  
Medicine*

**UPL 1120 Advancing Veterinary Medicine**

**UPL 1130 - See UPB 130**

- .1 Human Resources Center Newsletter
- .14 Human Resources Center Reports
- .15 Human Resources. Training and Development  
Opportunities
- .16 *Benefits News*
- .17 *Benefits*
- .2 Institute for Urban Studies
- .3 Institute for Environmental Studies
- .31 Reports

**UPL 1200 Proceedings and conferences (General and by schools and divisions)**

- .005 *President's Lectures*
- .3 *Wharton School*

.63 *Engineering School*

.93 *Nursing School*

**UPL 1205 Labor Relations Council of the Wharton School**  
*Conference Proceedings*

**UPL 1300 Pamphlets, etc., of general interest (other than**  
**University Press Publications)**

.2 *Wharton Account*

**UPM 1-999 GENERAL STUDENT PERIODICALS**

**UPM 101 University Courier**

**UPM 102 Penn Law Forum**

**UPM 103 WXPn Express**

**UPM 104 University Magazine**

.5 Pennsylvania Bulletin

**UPM 105 Daily Pennsylvanian**

[.1 Guide to Courses (reclassified in 2001 as UPM 1452)]

.2 The Bookend

.3 Pictorial Supplement

.4 Founder's Day

.6 Point Sixty

.7 Summer Pennsylvanian

**UPM 106 34th Street**

**UPM 107 Windfall**

**UPM 108 The New Voice**

**UPM 109      The Plenum Press**

**UPM 605      The University**

**UPM 606      Spring Fling**

**UPM 610      Chaff**

**UPM 620      Red and Blue**  
                  .1      Reprint

**UPM 625      Penn World Review**

**UPM 628      Junto**

**UPM 630      Franklin**

**UPM 661      Studying Women**

**UPM 662      Literary Monthly**

**UPM 663      A Voyage Out (Women's Literary Magazine)**

**UPM 664      MSS**

**UPM 665**     **Pennsylvania Literary Review**

**UPM 666**     **The Handle**

**UPM 667**     **Philomel**

**UPM 668**     **Hill People**

**UPM 669**     **Quadglomerate**

**UPM 670**     **Pennsylvania Review**

**UPM 671**     **Hispanic Review**

*UPM 672*     *Mosaic*

*UPM 674*     *SEAS. Literary Magazine*

**UPM 685**     **Global Affairs (*The Unifier*)**

**UPM 688**     **Ch'ing shih wen-t**

**UPM 690**     **Anacrusis**

**UPM 695**     **Fallout**

<b>UPM 700</b>	<b>Columns</b>
<b>UPM 953</b>	<b>Pennsylvania Noise</b>
<b>UPM 954</b>	<b>Punchbowl</b>
<b>UPM 955</b>	<b>Penn Pix (Pennsylvania Pictures)</b>
<b>UPM 956</b>	<b>Highball</b>
<b>UPM 957</b>	<b>Satyr</b>
<i>UPM 958</i>	<i>Gadfly</i>
<b>UPM 965</b>	<b>Penn Comment</b>
<b>UPM 967</b>	<b>Penn Perspectives</b>
<b>UPM 970</b>	<b>The Ambassador</b>

**UPM 1000-1999      STUDENT PUBLICATIONS (SPECIAL SCHOOL OR GROUPS)**

**UPM 1030    L'Aile** (Romance Languages Club Magazine)

**UPM 1040    The Pennsylvania Varsity Club**

- .1      Pennsylvania Sports News
- .2      Pennsylvania Varsity Club Sports News
- .3      Varsity Pen
- .4      Pennsylvania Varsity Club News
- .5      Varsity "P" Dinner

**UPM 1041    Pennsylvania Hockey News**

**UPM 1042    University of Pennsylvania Football Newsletter**

**UPM 1045    Pennsylvania Rowing News**

**UPM 1062    Bifocal (Houston Hall Board)**

**UPM 1063    Skimmer Day (Houston Hall Board)**

*UPM 1064    Panic*

**UPM 1070    Penn Dialogue (Young Republicans)**

**UPM 1072 Veritas (Young Americans for Freedom)**

*UPM 1073 The U. A. Bulletin (Undergraduate Assembly)*

**UPM 1074 The Flame**

*UPM 1075 William Penn Club Newsletter*

**UPM 1076 The Men's Student Government Spectator**

**UPM 1077 Orion Science Fiction Magazine**

**UPM 1078 Event Horizon**

**UPM 1079 Comic Collectors**

**UPM 1090 Penn Press**

**UPM 1101 Veterans Club Bulletin**

**UPM 1103 Sky Knight**

**UPM 1105 Penn Chantey**

**UPM 1106 Penn Sabre - AROTC**

**UPM 1107 Gremlin Gazette**

**UPM 1108 The ROTC Record**

*UPM 1109 Midwatch*

**UPM 1150 Christian Association**

- .1 Comment
- .2 Colloquy
- .3 The CA Advocate
- .4 The Jubilee Barker
- .5 The CA Perspectives

**UPM 1155 Hillel**

- .1 Hillel Pen
- .2 IZFA Newsletter
- .3 Hillel Journal
- .4 Hillelite
- .5 Hillel Herald

**UPM 1157 Newman Knight**

- .1 Assent
- .2 *Newman News*

**UPM 1160 Community Involvement Council**

- .1 Issues
- .2 Insight
- .4 *Community Connection*
- .5 Branching Out

**UPM 1212 Evening Pennsylvanians**

**UPM 1300**

- .2 Wharton Account (published by Wharton undergraduates)

**UPM 1301 Wharton School Bulletin**

**UPM 1302 The Robert Morris Magazine (Wharton)**

**UPM 1303 The Wharton Report**

**UPM 1305 Wharton News of Finance and Commerce**

**UPM 1320 M.B.A. Newsletter**

- .1 Wharton Advocate
- .2 Wharton Journal

**UPM 1334 Lantern**

- UPM 1440**    **Era (Philomathean Society)**
- UPM 1441**    **Old Philo Second Series**
- UPM 1442**    **Zelosophic Magazine** see UPS 44.2
- UPM 1443**    **Penn Collegian**
- UPM 1451**    **Analysis**
- UPM 1452**    **Undergraduate Course Guide** (Student Committee  
on Undergraduate Education, SCUE)
- UPM 1461**    **White Air**
- UPM 1471**    **Philatelist**
- UPM 1505**    **Architectural Society Yearbook (also Review)**  
see also UPL 1010.5
- UPM 1506**    **Elevation**
- UPM 1602**    **Whitney Magazine**

**UPM 1604    Towne Scientific Journal**

**UPM 1605    *Pennsylvania Triangle***

**UPM 1620    Moore School Record**

**UPM 1621    The Impulse**

**UPM 1910    Undergraduate Medical News**

**UPM 1952    Penn Dental Journal**

**UPM 1954    Graduate Sociology Journal**

**UPM 4000-4999    WOMEN'S STUDENT PUBLICATIONS**

**UPM 4105    Pennsylvania News (formerly Bennett News)**

**UPM 4501    Clipboard**

**UPM 4505    Four Flights Up**

**UPM 4620    Veda**

**UPM 4640 Women's Athletic Association Newsletter**

**UPM 7000-7999 YEARBOOKS**

**UPM 7100 Record (College)**

**UPM 7101 Class Histories**

.1 Class Newsletter

**UPM 7102 Class Annals**

**UPM 7103 Class Directories**

**UPM 7110 Met (Metallurgy & Materials Science)**

**UPM 7200 Almanac, Dolphin, Record, Record Book**  
(College for Women)

**UPM 7201 Class Histories for Women**

**UPM 7320 Whartonian (Wharton Graduate Division Yearbook)**

**UPM 7323 Wharton Graduate Directory (Matriculates)**

- UPM 7325 Pre-Freshman Program Yearbook*
- UPM 7340 Closing Entries** (*Evening School of Accounts and Finance*)
- UPM 7341 Quest A Yearbook: Lead Program at Wharton**
- UPM 7343 Extension School** (Reading)
- UPM 7345 Extension School** (Scranton)
- UPM 7480 Span** (Illman-Carter Yearbook)
- UPM 7481 Illman-Carter Histories and Directories*
- UPM 7620 Moore School**
- UPM 7800 Report** (Law School, *Record of Graduating Members*)
- UPM 7801 Class Histories and Directories** (Law School)
- UPM 7803 Law School Facebook** (*of matriculated students*)
- UPM 7910 Scope** (Medical School)
- UPM 7911 School of Medicine Class History**

- UPM 7912**    **University of Pennsylvania Orthopaedic Journal**
- UPM 7913**    **School of Medicine Directory of Students**
- UPM 7925**    **Medico-Chirurgical College Yearbook** (*Speculum*)
- UPM 7926**    **Medico-Chirurgical History**
- UPM 7936**    **Nursing Yearbook**
- UPM 7950**    **Record** (Dental School Yearbook)
- UPM 7951**    **Dental Class Histories**
- UPM 7956**    **Hygeiana** (Oral Hygiene Yearbook)
- UPM 7970**    **Scalpel** (Veterinary School)

**UPM 8000-8999    ALUMNI PUBLICATIONS**

- UPM 8115**    **General Magazine** (*Alumni Register*)
- .1    Reprints from
- .2    Supplements

**UPM 8125 Pennsylvania Gazette (Old Penn)**

- .1 Reprints from
- .2 Supplements
- .3 Summer School Issues

**UPM 8160 Alumni by School**

- .1 "Class of ...." Newsletters
- .3 Wharton School
- .31 Feedback - Annenberg School of Communications
- .32 Wharton MBA
- .33 Anvil (Wharton Graduate Alumni Magazine)
- .42 GSE News (now called GSE Newsletter)
- .43 Penn Arts & Sciences - The College Advisor
- .45 *Penn Arts & Sciences (Reports--Newsletter)*
- .46 The School of Social Work Bulletin (Alumni) (now called Sociolog)
- .5 Architectural Alumni Society
- .6 Engineering Alumni Society
- .7 Engineering Alumni Letter - or School of Engineering and Applied Science Alumni News
- .71 *Graduate School News*
- .81 Law Alumni Journal
- .82 Law Alumni News
- .936 Nurses Quarterly

- .937 Society of Alumni of School of Nursing News
- .95 Dental Alumni Annual
- .951 Dental Alumni Quarterly
- .952 *Dental Alumni News*
- .954 Dental Hygiene Alumnae News

**UPM 8165** **Alumni by Class** (*e.g. - Engineers, Class of 1914 is .6 C 1914*)  
*.6 Engineering School*

**UPM 8170** **TTBB** (Glee Club Alumni)

**UPM 8185** **The Metro**

**UPM 8186** **Univ. of Pennsylvania. The Penn Club** (HYE found folder in H.B. on main office shelves, 6 May 1994)

**UPM 8300** **College Almanack**

**UPM 8306** **Black Pride.** Black Student News Anthology

**UPM 8315** **Word from Pennsylvania**

**UPM 8322** **Yearbook of Alumnae Association**

**UPM 8400 National Council of University of Pennsylvania**

.1 Council Notes

**UPM 8402 Wharton Alumni Magazine**

**UPM 8403 New York Wharton** (Graduate Business School Club of  
New York - Directory)

**UPM 8405 Directory of Organized Alumni**

**UPM 8406 Directory of Law School Alumni**

**UPM 8409 New York School of Medicine** (New York Area Directory)

**UPM 8500-9000 MISCELLANEOUS ALUMNI PUBLICATION**

**UPM 8501 The Penn Chemist**

**UPM 8999 Monographs by Alumni not Penn Related**

**UPM 9001-9499 NON-UNIVERSITY PUBLICATIONS RELATING TO THE  
UNIVERSITY - SERIALS**

**UPM 9001**    **Newsletter, American Institute of Physics** (Penn  
sometimes mentioned)

**UPM 9165**    **International House News**

**UPM 9170**    **University City Science Center**

**UPM 9205**    **University City News**

**UPM 9206**    **University City**

**UPM 9207**    **University News**

**UPM 9208**    **University City Herald**

**UPM 9310**    **What the Colleges Are Doing**

**UPM 9500-9999    PUBLICATIONS OF NON-AFFILIATED BUT ASSOCIATED  
INSTITUTIONS**

**UPM 9545**    **American Association of University Students**

**UPM 9590**    **Pennsylvania College** (Annual Announcement of the  
Medical Department - became the Jefferson Medical

College, renamed Thomas Jefferson University

**UPO      LECTURES AND ADDRESSES** (See also UPG)

**UPO 50**      **Alumni Meetings by Schools**

- .1      College (Society of the Alumni)
- .11     Addresses  
(e.g. UPO 50.1 Sh532 - Sharswood Address to the  
          Law Alumni)
- .12     Proceedings
- .251    *Graduate Department for Women*
- .3      Wharton Alumni Society
- .31     Addresses (*Wharton School*)
- .95     Department of Dentistry

**UPO 55**      **General Alumni Society Meetings** (Addresses)

**UPO 56**

- .1      Thomas S. Gates Message

**UPO 80**      .2      President's Lectures *Series*



**UPP UNIVERSITY AND ITS DIVISIONS AND FACULTY**

Histories, Bibliographies, Scrapbooks, Memorabilia and General Information not otherwise classified

**UPP 1-99 Histories of the University and its Branches**

**UPP 1 History of the University Project, post-1940**

(Roy and Jeanette Nichols Project)

**UPP 2 Oral History of the University**

**UPP 10 General Histories of the University**

.5 During World War II

**UPP 15 Histories of Schools and Departments of the University Other than Medical (see UPP 60-89)**

Follow same scheme as UPL 10

**UPP 30 Department of Sociology**

**UPP 31 Wharton School**

**UPP 32 Botany Department and Botanical Gardens**

- UPP 33**      **Morris Arboretum**  
                  .5      Philadelphia Society for Promoting Agriculture
- UPP 34**      **Flower Observatory**
- UPP 35**      **Psychological Clinic**
- UPP 38**      **Libraries**  
                  .1      Van Pelt  
                  .11     Edgar Fahs Smith Collection  
                  .12     Lea  
                  .2      Botany-Zoology  
                  .21     Fels Institute of Local and State Government  
                  .22     Math-Physics  
                  .23     Microbiology  
                  .24     Music  
                  .25     South Asia Regional Studies  
                  .3      Lippincott  
                  .4      Penniman  
                  .41     Illman-Carter  
                  .46     Social Work  
                  .5      Fine Arts  
                  .6      Towne School  
                  .62     Moore School  
                  .63     Rogers Engineering

- .71 Museum
- .72 Morris Arboretum
- .8 Biddle Law
- .9 Health Law Project
- .91 Medical School
- .915 Phipps Institute
- .918 Wistar Institute
- .93 Hospital
- .95 Dental
- .97 Veterinary
- .99 School of Allied Medical Professions

**UPP 39 Beckman Center for the History of Chemistry**

**UPP 40 University Museum**

**UPP 42 University Press**

**UPP 45 Fund**

**UPP 46 Public Relations**

**UPP 50 Department of Intercollegiate Athletics**

**UPP 55 Placement Service**

**UPP 58      History of Statistics**

**UPP 60-89                      HISTORIES OF MEDICAL DIVISIONS**

**UPP 60      University Hospital**

**UPP 61      Graduate Hospital**

**UPP 62      Veterinary Hospital**

**UPP 63      Henry Phipps Institute**

**UPP 64      Wistar Institute**

**UPP 65      Cox Medical Research Institute**

**UPP 66      Johnson Foundation**

**UPP 67      Harrison Department of Surgery**

**UPP 68      Institute of Gynecologic Research**

**UPP 69      William Pepper Clinical Laboratory**



**UPP 100-198 GUIDES, DIRECTORIES, AND DESCRIPTIVE ACCOUNTS**

**UPP 101 Pamphlet Collection**

**UPP 110-119 Directories (unofficial)**

**UPP 110 General**

**UPP 115 Schools of the University**

**UPP 117 Divisions other than Medical**

**UPP 118 Medical Divisions**

.1 Radiology Collection

Dermatology Collection

**UPP 120-129 GUIDES AND DESCRIPTIVE ACCOUNTS**

**UPP 120 General** (University History, Traditions, Buildings and Memorials)

.1 Campus Facts - It's a Fact About Penn

.2 *Library Facts*

- .3 *Selected Facts*
- .4 *The Flower Observatory*

**UPP 121      Dormitories**

- .1 Dormitory System
- .2 Pictorial Account

**UPP 125      Schools of the University**

- .1 The College
- .4 Libraries
- .6 Engineering
- .9 Medicine
- .91 *Medical Department*

**UPP 127      Divisions other than Medicine**

- .2 *Gymnasium*
- .3 Morris Arboretum
- .4 Flower Observatory

**UPP 128      Medical Divisions**

**UPP 130-139 DESCRIPTIONS, primarily pictorial**

**UPP 130      General (University, pictorial)**

.1 Walking Tour and Campus Guide

**UPP 135 Schools**

.97 *School of Veterinary Medicine*

**UPP 137 Divisions, other than Medical**

**UPP 138 Medical Divisions**

**UPP 190-198 OTHER GUIDES AND DESCRIPTIVE ACCOUNTS**

Having Incidental Reference to the University

**UPP 190 General**

**UPP 192 Valley Forge**

**UPP 195 Schools of the University**

*UPP 196 Rittenhouse Orrery*

**UPP 199 Bibliography of Faculty Publications**

**UPP 200-215 SCRAPBOOKS - INSTITUTIONAL**

(see also UPS for student and personal scrapbooks)

**UPP 200**      **College Scrapbooks**

**UPP 205**      **Medical Scrapbooks**

**UPP 206**      **College for Women Scrapbooks**

**UPP 207**      **General University, by periods**

**UPP 208**      **Sports**

**UPP 216-230 Memorabilia, medals trophies, flags, etc.**

See both card index and inventory by box

**UPP 231-235 Diplomas and certificates**

See both card index and inventory folder

**UPP 1440**      **Era**

**UPP 9000-9500 NON-UNIVERSITY PUBLICATIONS - containing references to the  
University**

**UPP 9000    The Penn Monthly**

**UPP 9005    Environs**

**UPP 9010    Magazines and Journals**

- .1    *Ivy League Basketball Guide*
- .2    *NCAA Tournament Basketball Program*
- .3    *Eastern Intercollegiate Basketball Guide*
- .4    *Division One Women's National Basketball Championship*

**UPP 9011    Newsletter College of Information Studies**

- .1    Franklin Gazette (Friends of Franklin)

**UPP 9014    Archival Publications**

- .45    Society of American Archivist Journal
- .46    SAA Newsletter
- .47    College of Information Studies
- .48    Mid-Atlantic Archivist
- .49    Research Libraries Group News
- .50    Education Directory Careers
- .51    Fugitive Leaves (Library of College of Physicians)
- .52    The Academic Archivist (SAA)

**UPP 9050    Newspapers**

**UPP 9100**    **Books** (American Alumni Counsel - Graduate Medical Education)

**UPP 9140**    **Federation of Graduate Clubs**

.1        Handbook of Graduate Clubs

**UPP 9150**    **Pamphlets** (Cardboard Court - USA-USSR Track and Field Meet)

**UPP 9199**    **Books**

**UPP 9200-9400        MONOGRAPHS OF UNIVERSITY-RELATED ORGANIZATIONS**

**UPP 9200**    **Association of American Universities**

**UPP 9202**    **Lamplighters - The Sullivan and Cromwell Lawyers**

**UPP 9210**    **Pennsylvania Association for Higher Education**

**UPP 9300**    **American Association of University Professors**

**UPP 9400**    **Association of American Universities**

**UPP 9500**    **Exhibition Catalogs**

**UPP 9501**    **Guides to Outside Repositories and Collections**

.5 Portrait catalogs for outside repositories

**UPP 9502 United States History**

**UPP 9503 Pennsylvania History**

**UPP 9504 Philadelphia History**

**UPP 9505 Corporate Histories**

**UPP 9506 General Reference (Who's Who, Atlases, etc.)**

**UPQ 100-1212      FACULTY ACTIVITIES**

**UPQ 100      American Association of University Professors**

**UPQ 300      Campus Professional Activities**

**UPQ 301      Faculty Research Club**

**UPQ 1000      Social Activities**

**UPQ 1001      Argunot Club of the Law School**

**UPQ 1100      Lenape Club**

**UPQ 1105      Faculty Club**

.1      Minutes

**UPQ 1200      Women's Faculty Club**

.1      Minutes

**UPQ 1210      Faculty Tea Club**

**UPQ 1300      Committee of American Universities on Exchange**

**with France** (Professors of Engineering and Applied  
Science)



*UPR 1 Grammateis Organization*

*.01 Meetings*



**UPS                      STUDENT LIFE AND ACTIVITIES**

- 1-20            General
- 21-39 Public Occasions
- 40-60 Societies, Clubs and Student Governments
- 61-76 Cultural Activities
- 80-            Athletics
- 82-            Sports Information; athletic films
- 200            Women Student Life and Activities (follow above organization where appropriate).

**UPS 1-20                      GENERAL STUDENT LIFE AND ACTIVITIES**

**UPS 2 Scrapbooks**, General (filed by cutter number of collector)

**UPS 5 Literature**, Miscellaneous (poetry, collections, etc.)

**UPS 21-39                      PUBLIC OCCASIONS**

**UPS 21            Miscellaneous**

**UPS 21            Films** (see UPX 11)

**UPS 40-60                      SOCIETIES**

**UPS 40                      Interfraternity Council**

- .3        Interfraternity Council *Fraternity Directory*
- .31      *Interfraternity Council Rushing Directory*
- .32      *Fraternities at Pennsylvania*
- .9        *Annual Report & History*

**UPS 41                      Individual Fraternities (use initial of fraternity)**

- .1        Constitution and by-laws
- .2        History
- .3        Membership lists
- .4        Addresses, etc.
- .5        Handbooks
- .6        Proceedings of meetings (minutes)
- .7        Financial and Business Operations
- .8        Photos
- .9        Miscellaneous Records
- .95      Directory of Fraternities

**UPS 42                      Fraternity Publications - more than one fraternity included**

**UPS 43                      Honorary Fraternities**

- .1        Sphinx

- .11 *Sphinx Senior Society*
- .13 *Membership lists*
- .2 Friars
- .23 Friars Senior Society (1967)
- .3 Hexagon
- .31 Hexagon Senior Society Constitution
- .35 Sigma Tau (Engineering)
- .4 Phi Beta Kappa
- .43 *Phi Beta Kappa Directory*
- .44 *Phi Beta Kappa addresses*
- .5 Phi Kappa Beta
- .6 Phi Alpha Theta
- .61 *Phi Alpha Theta Ritual and proposed changes*
- .9 Alpha Mu Pi Omega (Medical)

**UPS 44      Literary Societies**

- .1 Philomathean
- .11 *Philomathean Society Constitution*
- .13 *Philomathean Society Catalog of Members*
- .2 Zelosophic
- .3 Philomathean & Zelosophic together
- .4 Sphinx Senior Society

**UPS 45      Departmental or School Societies**

- .1GH *Graduate History Club*

- .2 Department of Biology Journal Club
- .32 MBA Club (Wharton Graduate Division)
- .4 Naturalists Field Club
- .55 *Architectural Society Programs*
- .56 *Architectural Society Songs*
- .81 Sharswood Law Club
- .82 Hare Law Club
- .9 Undergraduate Medical Association
- .9T James Tyson Medical Society
- .11 Penn Dent Wives

**UPS 46 Service Fraternities** (use initial caps)

- .1 Alpha Phi Omega

**UPS 48 Religious Clubs**

- .1 Christian Association
- .15 *Christian Association Handbook*
- .2 Newman Club
- .3 Hillel

**UPS 50-60 STUDENT GOVERNMENTS**

**UPS 51 Undergraduate Council**

- .1 Minutes

.5 Handbook after 1960 (Introduction to Penn)

**UPS 53 University Student Assembly**

.1 Provide Opportunity for Wives - Who's Who and  
where to find them

**UPS 54 Graduate Students Association**

.1 *Handbook*

**UPS 55 Dormitory, Fraternity & Social Regulations**

**UPS 58 Student Committee on Undergraduate Education (SCUE)**

.1 Reports and Correspondence

.2 Publications

**UPS 59 Ivy Association for College Research and Communication**

.1 (First) Intercollegiate Conference

**UPS 61 Houston Hall (see also UPE 10)**

.2 Description

.5 Handbook, exhibits, etc.

*UPS 62 Bennett Union*

.2 *Description*

.5 *Handbook*

**UPS 66-76                      CULTURAL ACTIVITIES**

**UPS 66            Debating**

**UPS 67            Musical**

- .01    Minutes of the Executive Committee
- .1     Glee Club
- .16    *Penn Musical Club*
- .2     Glee and Banjo Club
- .3     Band
- .4     Orchestra
- .5     University Choral Society
- .6     University Songs and Marches
- .61    Manuscripts
- .62    Published scripts of individual songs and marches
- .8     *Girls' Glee Club Programs*
- .9     Song Books
- .912   Fraternity Songbooks
- .10    The Cyrus H. K. Curtis Organ Society

**UPS 68            Dramatics**

- .1     Mask and Wig
- .11    *Mask and Wig Handbook*

- .12 Mask and Wig ???
- .13 Films of Mask and Wig
- .14 Music records of Mask and Wig
- .15 Mask and Wig Programs
- .2 Greek Society
- .25 Pennsylvania Players - Programs, etc.
- .253 Pennsylvania Players - Scrapbooks
- .254 Pennsylvania Players - Miscellaneous
- .35 Engineer's Show
- .4 Miscellaneous

**UPS 69 Chess Club**

**UPS 70 African Rhythms Dance and Drum Troupe**

**UPS 80-90 ATHLETIC ORGANIZATIONS**

**UPS 80 Histories and Speeches, etc.**

- .2 Histories and Calendars
- .3 Intercollegiate Association Amateur Athletes of  
America Souvenir copy Franklin Field, 1908
- .5 Speeches
- .6 Eligibility Code

**UPS 81 Athletic Association**

- .1 Charters and By-Laws

- .2 History and Fund Meeting Programs
- .3 Field Meetings
- .4 Clubs - plus identifying letters
- .4 BH Boat House
- .4 CR Cricket
- .7 Minutes
- .8 Miscellaneous reports, etc.
- .9 Women's Athletic Association

**UPS 82 Department of Intercollegiate Athletics**

- .1 Sports Information
- .12 Sports films - see UPX 11.5
- .3 Correspondence, Statistics and Records
- .33 Financial Records
- .6 Programs and Schedules (letter denotes sport)

**UPS 83 Individual Sports**

- .1 Rules and Laws
- .2 Histories
- .3 *Programs*
- .6 *Scorebook*

**UPS 85 Varsity Club Records and Dinners**

- .01 *Varsity Club Records*
- .1 *Constitution and By-laws*

.3 *Programs*

**UPS 86 Athletic Organizations affiliated with Penn**

.1 Basketball

.1PB5 Philadelphia Big 5

**UPS 241 Panhellenic Association (Fraternity Affairs Office)**

.1 *Constitution and By-laws*

.5 *Handbook*

**UPS 243 Mortar Board Society**

.59 *Datebook*

**UPS 245 Pi Lambda Theta**

.43 *Officers and membership*

**UPS 250-259 STUDENT REGULATIONS AND INFORMATION**

**UPS 250 House Rules**

.1 *Board of Managers minutes*

.5 Information for Residents

**UPS 251 Information**

- .1 Transylvania
- .2 Women's Student Government Association Newsletter
- .5 The Red & Blue - Freshman Handbook *published by*  
WSGA
- .51 Undergraduate Council

**UPS 252 Information**

- .5 All Residents' Council

**UPS 253 Information**

- .1 Student Handbook
- .2 A Guide for University of Pennsylvania Students by Dr.  
Pierson
- .3 Guide

**UPS 268 Women's Dramatics**

- .1 Bowling Green

*UPS 292 Student Handbook*

- .5 *School of Nursing*

**UPT PERSONAL PAPERS OF ADMINISTRATION, FACULTY AND ALUMNI**

**UPT 2 Biographies of University-related Individuals**

(Classified by cutter no. for subject and author,  
e.g. Adams, Life of Agnew is UPT 2 Ag273Ad)

**UPT 5 Alumni Catalogues compiled by General Alumni Society**

**UPT 5 Portraits in the University of Pennsylvania**

**UPT 6 Lamplighter: The Sullivan and Cromwell Lawyers, 1879-1979.**

**UPT 10 Biographical Catalogues** by Schools, Divisions, Wars, Clubs, etc. (Follows school classification where possible as in UPT 100)

**UPT 50 Papers of Individuals** (Classified under the name of the individual with appropriate cutter no.)

A227	Eleanor Cokhill Adams Addison
A362	Wroe Alderson
A374	Raymond Pace Alexander and Sadie Tanner Mossell Alexander
A513	Herman V. Ames
A895	Edwin E. Aubrey
B197	E. Digby Baltzell
B255	George Frederick Barker
B293	George Aaron Barton
B393	Horace Palmer Beck, Jr.
B415	Herman Beerman

B458	Alfred Bendiner
B533	Harold L. Berridge
B678	James Morton Boice
B879	W. Norman Brown
B927	George Davis Budd
B959	Lester W. Burket
C189	William James Campbell
C337	Lynn Marshall Case
C343	Lee V. Cassanelli
C525	Warren Chesterman
C531	Edward Potts Cheyney
C663	Thomas Childs Cochran
C754	F. Hillary Conray
C778	Thomas Cooper
C782	Thomas Darlington Cope
C874	Walter J. Cowan
C878	Reavis Cox
C944	Walter L. Croll
C945	William James Cromie
D257	Wallace Evan Davies
D274	Louis DeVoursney Day
D293	Robert Dechert and Dechert Family
D547	Francis Brisbane Dick
D578	Edgar Meck Dilley
D647	Leonidas Dodson
D652	Emil Doernenburg
D687	Jerry Donohue
D699	Michael M. Dorizas
D756	David L. Drabkin
D871	Louis Adolphus During
D923	Richard Slator Dunn
D992	Benjamin Woolsey and Francis E. Dwight
E36	Loren Corey Eiseley
E37	Robert Howard Eisenbrey
E48	Robert Hall Elmore
E57	Robert Francis Engs
F228	Nancy M. Farriss
F419	Theodore S. Fetter
F537	Waldo Fisher
F678	William Thomas Valeria Fontaine
F848	Frazer Family
G244	Anthony Nicholas Brady Garvan

G293	John Barnard Gest
G376	Wilfred Donnell Gillen
G479	Joseph Eugene Gillet
G549	Henry H. Glassie
G578	David Rockwell Goddard
G621	John A. Goff
G632	William Gomberg
G651	Edward Goodfellow
G656	Daniel Raynes Goodwin
G671	Sal Gorn (unprocessed)
H126	Samuel Bernard Hadden
H289	Gaylord Probasco Harnwell
H313	Harry Harris
H324	John W. Harshberger
H328	W. Benson Harer
H362	Henry Reed Hatfield
H655	
H663	Gabriel Hines
H814	Theodore Hornberger
H816	William Edmunds Horner
H838	William J. H. Hough
H843	Henry Howard Houston Estate Papers
H864	Arthur Charles Howland
I73	Daniel Isaacman
J15	Philip Ernest Jacob
J17	Merkel Henry Jacobs
J66	Emory Johnson
J77	Joseph Levering Jones
J79	William Rhys Jones
K29	David Henry Keller
K33	George W. Kendrick, Jr.*
K51	Watson Kintner
K63	Adolf Donald Klarmann
K916	John Kintzing Kane and Elisha Kent Kane
L667	William Draper Lewis
L672	Moshe Lewin
L755	William Ezra Lingelbach
L814	Howard Van Locke
L848	Crawford Williamson Long
L849	Esmond Ray Long
L926	Frederick William Luehring
L937	Arsene Nishan Lucian

L953	Hiram Stanhope Lukens
L954	Herman Lukoff
M181	Louis Childs Madeira, Jr.
M346	William D. Marks
M379	William Martin
M381	Harry Mathias Martin
M613	Otto Meyerhof
M647	
M649	Karl Greenwood Miller
M651	Thomas Grier Miller
M657	Albert Burd Mills
M728	Melvin Carl Molstad
M821	Alfred Fidler Moore
M883	Glenn Raymond Morrow
M913	Nathan Francis Mossell
M944	Emily Hartshorne Mudd
M963	George Munger
M972	Donald Shipley Murray
M978	Maurice Klaus Murphy
M993	Eadweard Muybridge
MCC623	McClelland Family
MCC624	George William McClelland
MCC699	Edward Garrett McCollin
MCC883	Josiah C. McCracken
MCD675	Harl McDonald
MCK037	R. Tait McKenzie
N331	Jesse Nayhouse
N533	William Romaine Newbold
N621	Roy Franklin Nichols
N622	Jeannette Paddock Nichols
N733	
N799	Robert Hodgson Nones
O22	William Osler
O81	Otakar Odlozilik
P133	W. Byrd Page
P397	Eugene Percival Pendergrass
P414	Josiah H. Penniman
P416	Samuel W. Pennypacker
P417	R. A. F. Penrose
P423	George Wharton Pepper
P424	William Pepper
P556	William Ruckman Philler

P624	George Arthur Piersol
P642	Donald Martin Pillsbury
Q7	Arthur Hobson Quinn
R198	Otto Rank
R252	I. S. Ravdin
R282	Conyers Read
R323	
R514	Alfred Newton Richards
R514.1	Horace Clark Richards and Thomas Webb Richards
R548	Alfred Joseph Rieber
R657	Thomas Ellis Robins
R725	Fairman Rogers
R781	Franklin Delano Roosevelt
R813	Joseph George Rosengarten
R917	Jacob Joshua Rudolph
S318	Harold Glendon Scheie
S322	Felix Schelling
S368	Karl Scholtz
S524	M. A. Shaaber
S531	Benjamin Sharp, Jr.
S554	Thomas Humphries Sherwood
S561	Rheva Ott Shryock
S562	Daniel Bussier Shumway
S617	Edgar A. Singer, Jr.
S644	Carroll Smith-Rosenberg
S645	LeRoy Smith, Jr.
S651	J. Somers Smith
S662	Thomas Mackie Smith
S664	William Smith
S722	Phelps Soule
S741	Frank Gouldsmith Speck
S742	Ephraim Avigdor Speiser
S756	Robert Ernest Spiller
S775	Harold E. Stassen
S819	Benjamin I. Stein
S824	Eliot Stellar
S825	Edward J. Stemmler
S836	William Edwards Stephens
S844	
S845	Rosemary A. W. Stevens
S925	David Ralston Stief
T329	Luther Terry

T455	Dorothy Swaine Thomas Thomas
T752	John W. Townsend
T893	Michelle E. Tucker
V944	Albert Tangeman Volwiler
W181	John Smith Walker
W214	John Rider Wallis
W25	S. Reid Warren
W348	Arthur Prior Watts
W467	David Henry Wenrich
W533	William Wharton, Jr.
W547	Cornelius Nolan Weygandt
W547.5	Cornelius Weygandt
W552	Henry Redwood Wharton
W553	William Wharton, Jr.
W577	Arthur P. Whitaker
W585	J. William White
W627	Charles B. Whittlesey
W721	Alfred H. Williams
W722	Edwin Bucher Williams
W812	Carl Francis Wise
W933	Sol Worth
Z94	Michael Zuckerman

**UPT 100-299 ALUMNI COLLECTIONS AND MATERIALS by class, school, clubs and societies**

**UPT 100 Alumni Societies by Schools**

- .1 College
- .11 Minutes
- .12 Correspondence
- .13 Charters and Laws
- .3 Wharton Alumni Society Correspondence
- .4 Dental

- .46 Dental Reunion Programs
- .5 College for Women
- .6 Engineering
- .61 Engineering Minutes
- .63 Engineering Financial Records
- .8 School of Fine Arts
- .8 L Law
- .89 A Architectural Alumni
- .89 U Urban Design Alumni
- .9 Medical
- .91 Constitution, Regulations

**UPT 101      General Alumni Society**

- .1 General Alumni Board
- .11 Executive and Financial Committees
- .13 By-laws, charter, etc.
- .2 Committees, other than Executive and Financial
- .21 Committee on Gym Fund
- .4 Correspondence
- .6 Scrapbooks
- .8 Alumni Day Correspondence
- .9 Central Committee of the Society of the Alumni

**UPT 102      Organized Classes, by schools and years, 1882-1911**

**UPT 110**      **Class Collections**, by year and school

**UPT 114**      **Joint Committees of Alumni Societies**

.92      Correspondence

.93      Minutes

**UPT 115**      **Regional Alumni Clubs**

.4      United States

.5      Foreign Countries

.6      New York Alumni Society

.13      Univ. Of Pa. Club, New York City (small book in  
office area (HYE))

**UPT 116**      **Associated Pennsylvania Clubs**

.1      *Programs*

.16      *Resolutions*

.2      *Valley Forge Proposal*

**UPT 200**      **Alumnae**

**UPT 201**      **Association of Alumnae**

.2      Minutes and Collateral

.5      Specific Subjects

**UPT 215      University of Pennsylvania Alumnae Club of Philadelphia**

- .1      Constitution and By-laws
- .2      Newsletters
- .3      Adam's Rib
- .4      Our Own Town
- .5      Form Letters
- .9      Calendar of Events

**UPV ORGANIZATIONS AND INSTITUTIONS:**

(Non-Penn Corporations)

**UPV 1 Ethel Sergeant Clark Smith Fund**

**UPV 2 H. H. Smith Foundation**

**UPV 3 University City Associates, Inc.**

(See also UPH 20, Division of Institutional Real Estate)

**UPV I61 International Dental Publishing Company**



**UPW CURRICULUM**

(Course materials and lecture notes of students.)



**UPX      VISUAL MATERIALS**

(see card index and folder and photo inventory binder)

**UPX 1 Paintings**

*.4 Architectural Alumni Graphics (Christmas and other  
greeting cards)*

**UPX 2 Drawings**

**UPX 3 Prints**

**UPX 4 Graphics**

**UPX 5 Postcards**

*UPX 10      Slides*

**UPX 11      Films**

**UPX 12      Photographs and Negatives**

**UPX 13      Maps and Atlases**

**UPY      TEMPORARY STORAGE** [This is no longer used, JMD December 2000]

B1.9EC1      Consumer Panel Study  
B1.9EC2      New Issues Study  
B1.9EC3      Mutual Fund Study  
B8.9           Institute for Environmental Studies  
                  Reclassified UPB 130  
B78            Power Information Center  
T50            Photographs  
G618 Ruben Goldberg (Returned)  
B789 Dr. David Boyce (Returned)  
W924 Mr. Colin Wordly (Returned)  
2T50 Environmental Studies  
H465 Dr. Heideman (Returned)



**UPZ STOCKPILE COPIES OF PRINTED MATERIAL**

Many of the items under this classification are subdivided by the classification number of the original or first copy of the publication. This system of classification with first copy numbers is being phased out beginning in 1999.

- UPZ (B) 35 Educational Survey Stockpile 1953-60
  - (C) Medical Affairs
  - (F) Development Fund
  - (G) Special Occasions
  - (G) 225 Medical Bicentennial Material
  - (I) Reports
  - (I) 20 Serial Reports
  - (I)25
    - .1 Reports of the President
    - .2 Provost Reports
    - .5 Financial Reports (bound)
    - .51 Financial reports (unbound)
  - (I) 310 Annual Report of Laboratory for Research on the  
Structure of Matter
  - (I) 375 Annual Report of the Directors of the Alumni
  - (I) 380 Annual Report of the Department of Intercollegiate Athletics
  - (L) University Publications
  - (L) 1 University of Pennsylvania Catalogues
  - (L) 10 Announcements
  - .44 Schoolmen's Week Program

- .45 Schoolmen's Week Proceedings
- (L) 11 Green Pigs Stockpile
- (L)95 University Directories of Faculty & Students
  - .1 Faculty & Staff Directory
  - .2 Directory of Students
  - .3 University of Pennsylvania Hospital Telephone Directory
  - .4 Library Telephone Directory
- (L)530 Bibliography of Faculty and Staff Publications
- (L)1080 Franklin Field Illustrated
- (M) Student Publications
  - 104 University Magazine
  - 105 Daily Pennsylvania
    - .1 Guide to Courses
- 7000-7900 Yearbooks all Schools
  - 8115 Alumni Register & General Magazine
  - 8125 Old Penn & Penn Gazette
  - 8315 Word from Pennsylvania
  - 8405 Director of the Organization Alumni
- (O) Lectures & Addresses (dup.)
- (P) Histories
- (S) 40 Records, handbooks, etc.
  - 60 Student Life and Activities
  - 68 .25 Penn Players
  - 80 Student Activities (Athletic)