



4/2/23

Senate

Urbana-Champaign

Committee on Student English Office Files, 1936-69

Box 1:

Annual Reports

Reports to the Senate, 1941-69

Urbana-Champaign Senate: Committee Reports and Notices, 1965-68

Report to the President, 1962, 1968

Minutes

Minutes, 1941-50, 1951-55, 1956-61, 1962-67, 1967-69

Research in English, Joint Commission on , 1964-66, Minutes

Minutes of Chicago-Urbana Conference on English Problems, 1965

Correspondence

University Administration, most of this correspondence concerns procedures, regulations and results for the qualifying examinations

Admissions (Deans and Directors), 1943-58, 1956-62, 1961-65

Recorder's Office, 1944-52, 1953-57, 1958-61, 1962-64

Colleges, Exam results for students of each college and correspondence concerning some special cases

Agriculture, College of, 1948-57, 1958-65, 1963-68, 1966-68

Armed Forced ROTC, 1956-57

Aviation, Institute of, 1951-65, 1966-68

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Education, College of, 1948-56, 1957-66, 1966-68

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Engineering, College of, 1947-54, 1955-60, 1961-66, 1963-68, 1966-68

Fine and Applied Arts, College of, 1947-57, 1958-65, 1965-67, 1966-68

Graduate College, 1947-60, 1961-65

Journalism, College of, 1948-65, 1966-68

Law, College of, 1947-65, 1966

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Library School, 1949-54

Nursing, School of, 1951-63

Physical Education, College of, 1948-60, 1962-65, 1966-68

Veterinary Medicine, College of, 1949-65, 1966-68

Committees, Committee correspondence, membership, meeting notices and agendas, proposals and decisions

Committee on Committees, 1953-63

Educational Policy, Senate Committee on , 1955-64

Student English, Committee on, 1941-53, 1954-55, 1956, 1957-58, 1958-59, 1959-60, 1961, 1962

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Student English, Committee on, 1963, 1964, 1965, 1966-69
 Notices to Deans and Department Heads from Campus Administrators, 1961-68
 University Senate, 1941-63
 Projects, "Faculty Looks at Student English, the University of Illinois," 1953-55
 Foreign Student English, 1945-68
 High School Brochure entitled, "Standards in Freshman Rhetoric at the University
 of Illinois," 1954-56.
 Industrial Firms and High Schools, Joint Commission's Study on, 1940-48
 Stylebook of English, 1949-55
 Qualifying Exam, Administration, 1954-60 (Dates 1961-70)
 Conflicts, 1955-58
 Data Charts, 1962-63, 1964
 Results, 1944-55, 1956-63
 Division for War VEterans, 1948-61
 Extension Division, 1956-60
 1966-67
 University Offices, concerning requirements, quality of language, achievement, studies,
 surveys, procedures, security and foreign students (exams, courses and proficiency)
 English Department, 1943-62
 Foreign Student's English, 1945-57, 1958-60, 1961-62, 1962-64; Chart Tabulations,
 1959-62
 Institutional Research, Bureau of, 1963-64
 Office of, 1963

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Navy Pier Division, 1946-63
 President's Office, 1945-57
 Provost's Office, 1945-57, 1958-65
 Rhetoric 100, 1956
 Rhetoric 200, Chairman and Instructors, 1949-59
 Security Office, 1948-60
 Student Correspondence, contains inquiries, exam dates, pass and failure notices.
 Students, 1949-52, 1953-54, 1955, 1956, 1957, 1958, 1959, 1960, 1961, 1962, 1963,
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 Transfer Students' English, 1945-56
 General Correspondence
 Advanced Placement, 1959
 Budget Correspondence, 1944-60

Correspondence, Miscellaneous, 1949-59
 English Proficiency (other universities), 1958-59
 Galesburg Division Correspondence, 1946-49
 General Education Development Tests, 1946-48
 Requests (for Reports, Stylebooks, General Information), 1948-57
 Requests, Stylebooks, etc., 1958-63
 Special Examinations, 1953-59

Reports

Background Reports

"But Why the C?", 1960
 Composition, Reports on, 1940-56
 Conflicting Campus Events, 1956
 Duties of the Senate Committee on Student English, 1966
 History of English Committee (Jurisdiction)
 Maintenance of Good Writing After the Freshman Year, 1964
 Program for Improving on Student English, 1959
 Qualifying Examinations, Background Report, 1962
 Style Sheets, 1957
 What is Satisfactory Proficiency in Written English, 1941-63

Improving Student English

Engineering Students, English of, 1940-59
 English, Importance of Proficiency in, 1951-63
 Improving Student English, Faculty Cooperation, 1943-63
 Style Sheets and Check Lists, 1957-59
 Quality of Writing in Other Courses, 1948-50
 Stylebook of English, 1956
 Vocabulary and Spelling Test Survey

Qualifying Examination

Appraisal of Qualifying Exam, 1957
 Comparative Achievement on Q.E. of D.G.S. 112 and Rhetoric 102 Students, 1960
 Comparative Achievement on Q.E. of C and D Students in Rhetoric 102, 1940-55
 "Data Obtained in the December 1963 English Qualifying Exam" Also September
 Deterioration of Grades in Q.E., 1951-58
 Failures by Percentages, Data Charts, 1944-66
 Grading Standards, Q.E., 1955-65
 Pass and Fail Data, 1953-65
 Problems in Scheduling the Q.E. in English, 1957
 Q.E. Questions Raised from 1962-64
 Results of Objective Tests in Q.E., 1951-62
 Results of Q.E., Data Charts, 1944-66
 Semester Lapse, 1955-56

Requirements

English Proficiency Requirements, Other Colleges, 1960
 Graduation Requirements in English, 1943-65
 Official Notice #23, 1956-58
 Oral English, 1944-62
 "The Rhetoric Program at the University of Illinois," 1965
 Second Degree and Graduate English Requirements, 1949-61

Research

Composition, 1963
 Conference on Education (Allerton), 1953
 "The Essentials of a Good Report, 1947
 Prelegal Education, 1945
 Research and Investigations, 1939-50

Box 5:

Special Writing Courses Questionnaires, Replies from Instructors
 Superior Students
 "Undergraduate Classroom Climate", 1960

Rhetoric

Comparison of Freshman Enrollment and Freshmen Enrolled in Rhetoric, 1960-64
 Comparative Salary Costs of Instruction for Foreign and American Students, 1953
 Dropping of Rhetoric 100, 1954-61
 Eligibility for Rhetoric 101, 1944-60
 Faculty Looks at Student English, 1953-55
 Improvement of Rhetoric, 1954
 Provisions for Rhetoric and Staff
 "Standards in Rhetoric at the U.I.", 1956
 Statistical Evidence of Freshman English Proficiency
 Transfer Credit, 1955-65
 Use of Essays to Measure Improvement in Freshman Rhetoric

Rhetoric 200

Data, Rhetoric 200 Questionnaire, 1964-65
 Issues in Rhetoric 200, 1953-57
 Rhetoric 200, Background, 1957
 Estimated Effects of New Proposals, 1965
 Explanations of, 1966
 Proposal to Restore Credit and to Make it Optional, 1965

Writing Clinic

Writing Clinic, data and reports, 1953-66

Foreign Student Reports

English for Foreign Student, Reports on, 1956-60
 English Language Institute, Service Charge Billing, Business Record File, 1961-62

English Language Institute Test, Use of by Graduate College, 1962
 Follow-up Material on Foreign Student Charts, 1959-62
 Foreign Student, Definition of, 1956-62
 Foreign Students' English, 1952-58
 History of the Program in Foreign Student's English, Reports, 1952-62
 Letters to Prospective Foreign Students, Past and Proposed for Future Use
 Mental Health Problems of Foreign Students, 1960
 Michigan Cooperative Project, 1958-60, 1961, 1962-63
 Comparison of English Proficiency Test Score with Grade Point Average at
 University of Michigan, 1959
 Comparison of Scores and Recommendations on the ELT Administered
 Abroad by the University of Michigan to Foreign Applicants to the
 University of Illinois, 1960-61
 English Language Institute Test, 1951-61
 Program and Action on Overseas Testing, 1959-60
 Progress Report on the Testing Abroad of Foreign Student in English, 1960
 Report Forms, Foreign Students
 for Placement Tests Administered Here.
 Student Score Sheets and Themes, 1959
 "Official Program for New Foreign Students," 1963-64
 Report from Advisors on Foreign Students who took Michigan Test Abroad, 1962
 Senate Committee on Student English, Report, 1961
 Statistical Reports, 1956-59
 "Steps Needed to Improve or Develop Programs to Meet the Needs of Foreign
 Scholars, Students and Trainees," 1961
 Summary of Four Reports, 1953
Testing the English Proficiency of Foreign Students, 1961
 Questionnaire reports, 1953

Exams

Notices and Instructions
 Qualifying Exam, Procedures and Forms
 Qualifying Examination in English, Theme Topics, 1958-67

Calendar and Publicity

Calendar, University, 1956-63
 Weekly, 1949-64
 Publicity, Press, 1947-66
 Public Relations, 1941-57
Daily Illini, News-Gazette, Courier, 1952-64

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Committee on the Education Needs of Women, 1949-52

Report of the Surveys of Courses and Curricula, 1939
 War Programs, 1941-46
 University War Committee, 1942-44
 Central Committee on Coordination of New Emergency Curricular & Extracurricular Programs, 1941-42
 Senate Committee on Educational Policy, Survey of Courses & Curricula, Function and Development, 1936-48, 1951
 Improvement of Students' Use of English, 1940-41
 Senate Committee on Student English, Budget files, 1945-67, each annual folder contains budgets as submitted with correspondence and explanation
 Employee Records, 1945-59, 1960-68 (2 folders)
 Nonacademic Personnel file
 Reports
 History
 Publicity, Daily Illini, News-Gazette, Champaign-Urbana Courier, 1965-67
 Minutes of meetings, explanatory correspondence, notices, mimeographed suggestions, 1945-68
 Writing Clinic
 English Qualifying Examination, Reports and research data
 Official notices of exams
 E.Q.E. Reader's comments on individual essays, 1966-67

Box 7:

Results, individual student records, 1945-60
 Statistical Service Unit, Office of, records of individual students, 1966-67
 E.Q.E. Result Charts, tabulations, 1966-68 (2 folders)
 Office of Institutional Research, Research Data and Report on September and December 1963, E.Q.E.
 Themes, Void, 1959-67
 Reports
 Rhetoric 200
 Credit, Rhetoric 200, discussion, correspondence, 1954-67
 Chairman and instructors, notices and correspondence, 1959-66
 Issues in Rhetoric 200, discussion, report and tabulation, 1963-66
 Distribution of Grades, Course Outline, 1966
 General
 All University Committee on Admissions, 1959-64
 Faculty Advisory Committee, 1966-67
 Senate Committee on Educational Policy, 1966
 Student Representation in University Programs, 1967
 Freshman Rhetoric, publications

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Administrative

Accounting and Purchasing Division, 1968
 Administration of Qualifying Examination, 1962-66
 Admissions, 1966-67
 AAUP, 1960-64
 Budget Correspondence, 1960-65
 Calendar, Weekly, preparation on, 1967-68
 University, preparation of, proposals, 1964-71
 Chancellor's Office, 1967-68
 D.G.S., 1966-67
 English Department, 1963-68, with syllabus for Classical Rhetoric program
 Extension Division, 1961-63
 Foreign English Department, 1965-67
 Introduction Resources, Office of, 1964-67
 Office Correspondence, 1960-67
 Provost, Office of, 1966
 Security, Office of, 1964-65, re: Cheating
 Senate Committee on Committees, 1964-66
 Statistical Report, 1964-66
 Student Counseling Service, Office of, 1962
 Writing Clinic, 1966-67
 Movable equipment inventories, 1955-70 (2 folders)

Student

Conflicts for Qualifying Examination, 1960-67
 Recorder's Office, Notices of Qualifying Examination results, corrections,
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 Requests for stylebook, 1961-65
 Special Cases on Qualifying Examination, 1965-67
 Student Correspondence, 1965-67
 Transfer Student Correspondence, 1965-67
 Cross Reference Sheets to subjects covered in correspondence, annual reports and
 minutes, 1941-65
 Filing System Guide, ca. 1968

Box 8:

English Qualifying Examination

Theme Topics, 1964-68

Some include tabulations, numbers of students who wrote on each topic and the
 number who passed and failed. Compilation of theme topics, 1943-48
 Examination supplies, notices, instructions to students, proctors, chairmen

Grading Standards, directions for graders, 1960-68, also report: "Samples of Papers on the English Qualifying Examination to Demonstrate Grading Standards", 1946 Themes, Complete files of pass and fail themes for sample years 1945, 1946, 1951, 1956, 1961, 1966. Each following designation represents a bundle, tied and labeled.

1944, Pass themes
Fail themes
1945, Pass themes, A-Z
Fail themes, A-Z
1946, Pass themes, A-B
C-E
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P-R
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1946 Fail themes, A-Z
1951, Pass themes, A-D
E-H
I-L
M-N
O-R
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T-Z
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1956, Pass themes, A-C

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D-G
H-K
L-M
N-R
S
T-Z

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1956, Fail themes, A-H
I-Z
1961, Pass themes, A-D
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J-M
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1966, Pass themes, February 7
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June 21
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September 19
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December 8

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1966, Fail themes, December 1
Special Series, "Passed a Qualifying Examination Somewhere Along the Way"
"Problem Children"
"No Cards Anywhere"
Social Welfare Administration themes, June 4, 1948, complete set of essays
Dairy Science 311, 1950, complete set of uncorrected and uncensored essays
English Qualifying Examination, Fail themes A-D, 1945-64, Students who did not receive degrees
because of failure and are now eligible to receive degree

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Fail themes E-M, 1945-64, Students who did not receive degrees because of failure

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Fail themes A-P, 1965-67, Student who had not passed the English Qualifying Examination and were still liable for it at the time of its discontinuance

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Fail themes Q-Z, 1965-67
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Rhetoric 200 themes, 1967-68

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Statistic Reports from Bureau of Institutional Research, 1965-68
Statistic Reports from Space office, 1962-67
Rhetoric Staff Grade Graphs, 1964-67
Writing Laboratory, Ad Hoc Committee on
Minutes, reports, circular letters, 1968-69
Office Procedures Manual, 1958-66
Old copy before revision, 1958-66
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Subject Key to Senate Committee on Student English
Filing System, ca. 1965-69
English Qualifying Exam in Braille, 1965