## **Record Series Number**

6/5/20 Business Affairs Purchasing Lester E. Elliott Papers, 1962-78

# <u>Box 1</u>:

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Administrative Functions and Organization, 1972 Organization, 1973 Procedures, 1973 Approvals and Policy Data, 1953, 1959-69 1970-76 Atomic Energy Commission Subcontracts, 1964 Audit Procedures, 1977 Automation, General Stores System, 1967-69 Ordering System, 1972-77 Purchasing Status, 1970-71 Vendor Number, 1966-69 Vendor Number System Documentation, 1966-69 Biennial Report of Purchasing Electronic Data Processing Systems Progress, 1965-67 Brady, Ron, 1972-73 BSP-P/D (Nash Version), 1977-78 (POSS), 1976 Buyer Evaluation, 1970, 1973 Buying Checklist(s), 1978 California Institute of Technology CAUSE Publications, 1978 Central Receiving Warehouse Project Phase II, 1966 Central Stores, 1976 Central Stores Studies, 1975 Centralization/Decentralization, 1971-73 Centralized Purchasing, Auditor General, 1973 Data, 1975-76 General Information, 1975 1973, 1977 Legislative Audit committee, 1973 Library Books, 1972-73 Receiving Station, 1974, 1977 Certified Purchasing Manager, 1978 Charts, Exhibits, 1978 Check Attached system, 1970, 1972, 1974, 1977 Collective Purchasing in Illinois Public Universities, 1976 Commitment/Obligation System, ca. 1970 Commodity Code, 1964-1977 Consortium Directory, 1975

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1977 Contract Forms, 1967, 1977 Correspondence regarding "Feasibility of Central Purchasing," 1976 **Dispensing Stations**, 1979 Emergency Procedures, 1968, 1975 **Emergency Purchases**, 1975 Energy, 1978 Ernst and Ernst, 1973, 1975 "Central purchasing in Illinois State government," 1971 "Feasibility Study of Centralized Purchasing for Senior Public Universities State of Illinois," 1972 **Evaluating Purchasing Performance**, 1964 Fair Employment Practices Committee, Rules and Regulations, 1972-73 Federal OMB Circular, 1978 Florida, State University System, 1969 General Chemical Stores, 1965 General Rules concerning University Organization and Procedures, 1978 General Services, Procurement Regulation, 1975 General Stores Specification, 1973 **IBM** Contracts, 1964 Illinois Education Consortium (IEC), Agenda Meeting of the Board of Directors, 1978 Annual Report, 1975 Attorney General, 1977 Board meeting (June 2), Purchasing Excerpts, 1977 By-laws, 1973-74 Current legal interpretation of IEC Functions, 1975-76 Legal opinions and audits, 1975-76 Ohio Inter-University Council Purchasing Group (OIUCPG), 1976-77 Procurement Schedule, final update, 1978 Purchasing Activity Forecast, January 1977-June 30, 1978 Purchasing Division Review, 1977 **Purchasing Image** Purchasing personnel, 1976 Purchasing Statistics, 1978 Resolution, 1975-76 Savings, 1978 Scope and Mission, 1975 Specifications Standards, 1975 Statistics, 1977 Tax Status/Financial

<u>Box 2</u>:

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Illinois Purchasing Act, 1978 Inter-University Purchasing Council Resolutions, 1974 Inventory, 1962 Journal of Purchasing, 1968-71 Law, Purchasing, 1977-78 Lease/Rent/Buy, 1963, 1976 Life Cycle Costing, 1976, 1978 Management by Objectives, 1976-79 Materials Management, 1964, 1971, 1975-78 Cataloging, 1965 Definitions, Stores, Dispensing Stations, 1978 Interviews, 1978 Chicago Circle, 1978 Margison Data, 1977 Market Change Notice, 1977 Price vs. Inventory Cost, 1965 University of Georgia, 1972-73 Materials Requirement Plan, 1976-79 Math, Basic for buyers, 1977 Model Procurement code for State and Local Governments, 1979 Moncyzk, Robert, 1970-78 NACUBO Questionnaire, 1977-78 NAPM Certification Program, the New Study Guide, 1980 NAPM, New York, 1978 National Association for Exchange of Industrial Resources, 1977 Optical Character Readers (OCRs), 1978 Organizations, 1976-77 Paper, UI Purchasing, 1976 Personnel, 1975 Personnel Studies, 1968 PERT System, 1962-63 Planned Purchasing Program, University of California, 1967-78 Property Control Act, 1975-76 Proposal for a Uniform Federal Procurement System, 1982 Purchasing Management Association of Central Illinois, 1979-81 Officers, State of Illinois, 1972-73 Procedures Research, 1978 Quantification Study, 1972 Quotes, Purchasing Regulations Governing Procurement and Bidding at State Systems Universities, 1975-77

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