



10/3/20

Administration and Supervision

Education

Van Miller Papers, 1931, 1935, 1939-74

Box 1:

University Council for Educational administration, 1958-67

Articles of Incorporation, 1958

Board of Trustees, 1959

Educational Abstracts, January, 1965

Financial Assistance for Graduate Students in Educational Administration, 1962

Five Year Plan to Improve Preparatory Programs for School Administrators, September 1, 1962

Five Year Plan to Improve Educational Administration, May 14, 1963

Box 2:

Kellogg Foundation for Support in Launching U.C.E.A., Request to W. K., June 1958

Newsletter, 1959-61

1962-63

1964-67

Plenary Session, February 22, 1962

February 17, 1963

February 14, 1964

Box 3:

Reports and Papers, 1958-59, 1963-66

Secondary School Administrators, Preparatory Programs for, ca. 1960

Proposed Programs for Training of, 1962

Simulated Materials in Eight Universities, the Use of, ca. 1962

Box 4:

Illinois Association of School Administrators Reporter, 1956-61

Illinois Council on Educational Administration, 1959-60

In-Service Training of Educational Administrators, plans and comments, 1967

Illinois Resident Program for Educational Leadership, 1969-71, announcement, report (1970), articles, correspondence regarding possible extension of grant

Papers, "The Scholar Practitioner," 1970

Atkin File, 1969-73, Confidential correspondence with Jack Peltason and Herbert Carter concerning selection procedure for a dean of the College of Education

Illinois Association of School Administrators, Structure - Reports and correspondence, 1969-70

"Comments from Outgoing President," Response to mid-year Report and Commentary from Outgoing President, 1970

Report on "Placement Services for Filling School Superintendencies," 1973

"Illinois Resident Program for Educational Leadership, An Evaluation," by William J. Ellena, and George B. Redfern

Box 5:

Accountability and Quality in Illinois Education - proposed legislation, reports, articles, 1971  
Educational Accountability, Quality and Equal Opportunity - Reports, proposals, and correspondence with Michael J. Bakalis, 1971-72

American Association of School Administration:

Correspondence with Arnold W. Salisbury, 1968

Correspondence with William J. Ellena, 1969

Speeches at Conventions

"Program and Plans for improving the quality of Educational Administration,"  
February 16, 1965

"New Developments on the Professional Training of School Administrators,"  
February 16, 1953

"What Constitutes Education for a Superintendent of Schools," 1964

Other Speeches

"School Administration and Individual Value," 1955, The School Executive

Distinguished Service Board, 1978

Board of Education Candidacy, 1959, Champaign Unit 4 - correspondence, position statements, newspaper clippings

Champaign Board of Education - Correspondence, 1967

Champaign and Urbana Education Association - Letters to the editor, 1970

Chicago Schools - correspondence with School Board members and Superintendent

Conference on Educational Leadership, 4th Annual, West Virginia, May 1970, Address: "Priorities from Self-Perception."

E.P.D.A., "Perils of Pauline," 1969

1969 October Conference, IASA

Employment, Correspondence regarding employment at the U. of I., and positions at other universities, 1946-60, Transcript, Hastings College, picture

Evaluations

Nebraska, "The Nebraska High School Improvement Program, #4 April, 1941, Committee on Outstanding Education Procedures and Projects

Danville, IL, "Citizens Study Their Schools," 1948-49

Glen Head, Glenwood Landing, and Sea Cliffs, New York, 1952

Bettendorf-Davenport Metropolitan School Area, Iowa, 1956

Evanston, IL, Township H.S., 1956, 1966

Moline School District, IL (1958), Sterling Morton H.S. and J.C. (1953), Wheaton H.S. (1962)

Blue Island, IL, 1960-65

S.U.N.Y. at Albany, Ph.D. program in Education, 1971-72

Governor's Advisory Commission on Education - Reports, Proposals, Correspondence with Harold

W. Norman (Chairman), 1949  
 Harvard - Thesis topic, Oral exams, 1941-42  
 Correspondence with Graduate School of Education, 1940-42  
 Graduate School of Education, Alumni Council Meetings - Correspondence, 1957-58  
 National Institute of Mental Health - Project Proposals, developing a program for selection and training of school administrators, 1963  
 Operational Analysis, U.S. Army Air Force, 1944-45  
 Papers, Manuscripts  
 "Scribblings: A collection of the Scribblings of an Ordinary Individual of the Most Ordinary Type," 1931  
 "As One School Does It," (n.d.)  
 "An Extension of the Administrative and Supervisory Plan for Curriculum Development at Overton, Nebraska," (n.d.)  
 "Dance Band Fan," 1941  
 "An Estimate of School Housing Needs in Illinois on the Assumption of Optimum Organization of School Attendance Units," 1949  
 "Use of Group Dynamics in Class Room Teaching," (n.d.)  
 "Educational Administrative Leadership," (unpublished manuscript), 1957  
 "Are We Giving Up the Public School Idea," (n.d.)  
 "Training Project in Educational Administration," (n.d.)  
 "On Student Responsibility," 1969  
 "Some Van Miller Credo," 1969  
 "Deficient Efficiency in Education," 1971

Box 6:

Promotions on Rank and Pay, Committee on - reports, 1951-52, Address: "Keeping Teacher Through Better Personnel and Welfare Policies Presentation"  
 Reports, memoranda, 1949-72  
 Publications  
 Correspondence regarding Providing and Improving Administrative Leadership for America's Schools, N.C.P.E.A. Bulletin, 1951  
 Correspondence regarding The Public Administration of American Schools, with Willard B. Spalding, editors and publishers, 1952-62  
 Correspondence regarding articles and publications, 1960-67  
 Correspondence regarding The Administration of American School Systems, Revision, with Lloyd C. Chilton, Jr., 1967-68  
 Qualifying Examinations - correspondence, memoranda, 1959-66  
 Report to the Graduate Programs Committee, 1973  
 Ridgefield, Conn., Open Memoranda on School System, 1947  
 Annual Report to the Board of Education, 1949  
 Correspondence, 1947  
 School Administration, Dept. of, U. of .I., - memoranda of meetings, reports, 1948-52

- State Departments of Education - correspondence regarding proposed research, 1963-65
- Strategic Air Command, Program for Instructor Training School, Topeka, Kansas, 1951 - correspondence, memoranda
- Verbal Appraisal and Symbolic Markings, Training Course, 1943
- Voucher Plan, Educational Tuition Voucher Plan - Reports, correspondence, paper: "The Customers Will Get You If You don't Watch Out: A Hard Look at Some Implications of the Voucher Proposal," 1970-71
- Retirement File
- Correspondence with Lloyd E. McCleary, 1967-70
  - Faculty Advisory Committee - correspondence with Jack Peltason regarding selection of Dean for College of Education, 1969
  - College of Education, correspondence regarding internal affairs of College of Ed., Dept. of Administration, Higher and Continuing Ed., Dept. of Educational Administration and Supervision, 1968-73
  - Atkin File - confidential correspondence with Jack Peltason and Herbert Carter concerning selection procedure for a Dean of the College of Education, 1969-73
  - Correspondence with Lawrence M. Aleamoni, regarding student evaluation, and the Advisor, 1971-72
  - Evaluation of Education 405 - "Foundation of Group Process," 1971-72
  - Graduate Studies in Education, 1974
  - Educational Policy Statement, 1973
  - Retirement statement "What I thought I was Doing and Why I Quit," 1974
  - Correspondence regarding retirement decision, 1974
- Bibliography of Publications, 1931-72
- "Current Social Science," a series of 32 Extension broadcasts on KFAB Lincoln on current topics
- Publications
- "A Course in Self-Planning and Self-Managing," Supervised Correspondence Study Series, University of Nebraska Publication, 1935
  - Possible Uses of Radio in Nebraska Schools, unpublished master's thesis, University of Nebraska, 1935
  - "Curriculum Improvement in a Small High School," Curriculum Journal, 10:356-8, December, 1939
  - Self-Planning and Self-Managing with Martin Heinecken and Fred T. Wilhelms, University of Nebraska Extension Division, 1939, 324 pp. (A 1933 edition was written by Miller alone and the 1939 edition listed represents a revision of the earlier edition done by Heinecken and Wilhelms.)
  - The Assimilation of New Instructional Material into the Public High School: An Administrative Study, unpublished doctor's thesis, Harvard University, 1942
  - "Opportunity in the Emergency for Education," Nebraska Educational Journal, 103, April, 1942
  - "The Reclassification of School Expenditures for Accounting," The American School Board Journal, 108:33-34, March, 1944
  - "Veteran's Classes: Testing Grounds for School Improvements," The Clearing House, 21:5-

6, January, 1947

Box 7:

- "Building the Curriculum Around Vocational Interests," The Clearing House, 22:468-71, April, 1948
- A Manual of Community School Administration, with Merle R. Sumption and R. E. Wochner, (distributed by R. E. Wochner) 1948, 66 pp.
- "Correction for Sparsity in State Aid Formulas" with R. E. Wochner, The American School Board Journal, November, 1948, pp. 29-30, 77-78
- "Dominic Takes a Hand with Discipline," The Clearing House, December, 1948, pp. 237-9
- "Paying for Quality in Teaching," The American School Board Journal, 118:21-22, April, 1949
- "Business Manager" (Reply in "Questions and Answers"), The Nation's Schools, 44:8, August, 1949
- "Notes on Changes in School Administration," Illinois School Board Journal, XVI:42-3, 46, Second Quarter, 1949
- "Remarks About School Marks," The American School Board Journal, 119:25-26, September, 1949
- "Marking Routine Creates Teacher Overload" (with help of Fred O. Bohn, Orloff Hicks, Richard Lowe, Stanley Roe), The Clearing House, 24:26-7, September, 1949
- "Remarks About School Marks, Continued," The American School Board Journal, 119:33-34, October, 1949
- Financing Education in Efficient School Districts with F. G. Cornell, W. P. McLure, and R. E. Wochner, Bureau of Research and Services, College of Education, University of Illinois, Urbana: 1949, 165 pp.
- "Communities Survey Their Schools," Educational Leadership, VII:297-301, February, 1950
- Providing and Improving Administrative Leadership for America's Schools, Van Miller, editor National Conference of Professors of Educational Administration, New York: Bureau of Publications, Teachers College, Columbia University, 1951, 74
- "Rest Periods for Teachers" (reply in "Questions and Answers"), The Nation's Schools, 48:8, December, 1951
- The Public Administration of American Schools with Willard B. Spalding, Yonkers, New York: World Book Company, 1952, XV and 606 pp.
- "Welfare, Ethics Committee Formed by IASA," Illinois Education, 40:359, May, 1952
- "Faculty Committee Advises Deans on Promotion, Rank and Pay," College and University Business, May 1952
- Book review - Charles Aubert Berthold: Administrative Concern for Individual Differences, New York: Bureau of Publications, Teachers College, Columbia University, 1951, 225 pp. in Educational Administration and Supervision, 39:1:58-60, January, 1953
- Book review - Benjamin Floyd Pittenger, Local Public School Administration, New York: McGraw-Hill, 1951, 512 pp. in Educational Administration and Supervision, 39:3:174-177, March, 1953

- Book review - Charles W. Boardman, Harl R. Douglass and Rudyard K. Bent, Democratic Supervision in Secondary Schools, Boston: Houghton Mifflin, 1953, 557 pp. in Educational Administration and Supervision, 40:54-56, January, 1954
- "His Preparation for a Three-Fold Role," The School Executive, 73:6:82-83, February, 1954
- "Comment by a Professor of Educational Administration" (A review of the material in the issue), The Journal of Social Issues, X:2:59-62, 1954. (This issue was edited by Robert S. Fisk and Arthur W. Combs under the issue title: Human Relations Training for School Administrators.)
- Book review - Shirley Cooper and Charles O. Fitzwater, County School Administration, New York: Harper and Brothers, 1954, 566 pp. in Educational Administration and Supervision, 41:2:122-24, February, 1955
- "The Private Life of the Administrator," The School Executive, 74:10:62-63, June, 1955
- Book review - Calvin Grieder and William Everett Rosenstengel, Public School Administration, New York: The Ronald Press, 1954, 622 pp. in Educational Administration and Supervision, 41:4:248-50, April, 1955
- "Hints to Enhance Administrative Balance" (guest editorial), The School Executive, 76:4:9, December, 1956
- "Practices -> Hunches -> Theory -> Principles -> Practice: The Practical Art of Using Theory," The School Executive, 77:10:60-63, June, 1958
- "Denver, Colorado, 1954" in W. R. Flesher and A. L. Knoblauch, A Decade of Development in Educational Leadership, pp. 42-45, The National Conference of Professors of Educational Administration, 1958, x and 78 pp.
- "You're a Leader! -- or Are You?" The School Executive, 78:1:48-50, September, 1958
- The Public Administration of American Schools, Second Edition, with Willard B. Spalding, Yonkers, New York: World Book Company, 1958, xv and 606 pp.
- "The School Administrator: Switch, Switched, or Switchboard," The School Executive, 78:2:54-55, October, 1958
- "Let's Look Above the Norms," The School Executive, 78:4:47-49, December, 1958
- "Don't Teeter on the Totter of Indecision," The School Executive, 78:6:59-61, February, 1959. Also reprinted in The ATA Magazine, 39:9:26-28, May, 1959
- "Your Job as Balancer of Competence and Public Acceptance," The School Executive, 78:8:47-49, April, 1959
- "Earphone or Megaphone," The School Executive, 78:11:35-37, July, 1959. Also reprinted in The ATA Magazine, 40:1:9-12, September, 1959
- "Status Seekers in Education," The School Executive, 79:2:58-59, October, 1959 (Special note -- this article provided theme for front cover design -- ladders up and men grouped around looking at them with the title "Status Seekers in Education.")
- "Inner Direction and the Decision Maker," The School Executive, 79:4:27-29, December, 1959. (This was lead article in the final issue of The School Executive)
- "How to Keep and Even Keel," Overview, 1:2:46-49, February, 1960
- "The Informal Organization Man," Overview, 1:5:59-60, May, 1960
- "Educators and the Influentials," Overview, 1:7:42-43, July, 1960
- Government of Public Education for Adequate Policy Making with Wm. P. McLure editors,

- Urbana: Bureau of Educational Research, College of Education, University of Illinois, 1960, v and 103 pp.
- "Four Definitions of Your Job," Overview, 1:11:50-51, November, 1960
- Vocational and Technical Education in Illinois: Tomorrow's Challenge with George C. Mann, Wm. P. McLure, Herbert M. Hamlin, and M. R. Karnes, Urbana: Bureau of Educational Research, College of Education, University of Illinois for the Office of the Superintendent of Public Instruction, State of Illinois, Springfield, 1960, vii and 163 pp.
- "Power, People and Principals," The National Elementary Principal, XLI:4:11-16, January, 1962
- Common and Specialized Learnings for School Administrators (brochure) Columbus, Ohio: University Council for School Administration, 1964, 13 pp.
- The Public Administration of American School Systems, New York: Macmillan, 1965, xii and 580 pp.
- "Illinois Horizon -- Education Aid to Present, Future," The News Gazette (Champaign), Sunday, April 3., 1966
- To: School Administrators, From: Van Miller, Champaign: Stipes Publishing Co., 1967, 45 pp.
- The Public Administration of American School Systems with George R. Madden and James B. Kinchelov. Second Edition. New York: Macmillan, 1972, vii & 427 pp.