

41/92/2

Student Affairs

Alpha Tau Omega Administrative Staff and Services

ATO National Headquarters Correspondence and Subject File, 1880-2011

This series comprises three parts: executive correspondence filed by office, correspondence relating to interfraternity organizations, and other headquarters correspondence.

Restriction: Users must obtain permission from ATO National Headquarters to examine documents less than 7 calendar years old. See archivist for details.

Box 1:

EXECUTIVE CORRESPONDENCE

Alumni Services, Director, ca 1989

Business Affairs, Director--John Lane, 1974-75

Chapter and Colony Services, Assistant Executive Director, (3 folders), 1980-84

Chapter Service Consultants, (3 folders), 1971-72, 1981-83

Craig Mousin, 1974

Tooley, Armstrong, Stevenson, 1978-79

Chapter Service Consultant Applications, (7 folders), 1971-72, 1973-75, 1976-80

CSC Visitation Survey Responses, 1984

CSC Introduction Letters, 1979-80

CSC Visitation Letters, (2 folders), 1978-82

Chapter Services Director, (3 folders), 1975-76, 1979-80, 1981-82

Expansion Directors, 1974

Mark Thorsby, (2 folders), 1976-79

Member Services, director, 1986

Mark Stephens, Proposed Responsibilities for Member Services, 1985

Standards and Redevelopment, Assistant Executive Director, 1982-83

INTERFRATERNITY ORGANIZATIONS

Association of College Fraternities, 1971-72

Association of Fraternity Adviser, (3 folders), 1978-79, 1980-81, 1983-90

BACCHUS Beat, 1994

Center for the Study of the College Fraternity, 1979-80

College Fraternity Editors' Association (CFSA)

(12 folders), 1952-64

(11 folders), 1965-69, 1970-74, 1977-80, 1982-85

[Note: Also see folders for College Fraternity Secretaries' Association and Fraternity Executives Association relating to joint and concurrent annual meetings.]

College Fraternity Secretaries' Association (later Fraternity Executives Association)
(7 of 23 folders), 1933-54

Box 2:

(15 of 23 folders), 1954-69
 "The Glazebok Legacy" (1 CD) 1959
 Fraternity Executives Association (FEA)
 (7 folders), 1970-78
 (3 folders), 1980-81
 50-Year Retrospective, 1980
 (1 folder), 1981-82

Box 3:

(1 folder), 1982-83
 (1 folder), 1983-84
 Annual Meeting, 1983-84
 1984-85 (4 folders)
 (1 folder), 1986-87
 (1 folder), 1987-88
 Northeastern FEA Institute, March 3-6, 1988
 (1 folder), 1988-89
 Annual Meeting, July 6-10, 1988
 Meeting, September, 27 to 28, 1988
 Task Force of Campus Recognition, 1988-89
 Annual Meeting, July 5-9, 1989
 (1 folder), 1989
 (1 folder), 1990
 Business Meeting, 1990
 Specialists' Program, 1990
 (1 folder), 1991
 1991-92
 Awards, 1987-92
 Committees, 1987-92
 Committee on Mission, 1990
 Minutes, 1987-89
 Survey, 1978-80
 Fraternity Leadership Association, 2002
 Greeks Advocating Mature Management of Alcohol Project, (GAMMA), 1986-92
 Greek Newsletters, 1988-91
 Includes The Old Gal Gazette, In Brief, The Mystic Messenger, The Sentry, and The Greek Hawkeye

Interfraternity

Alumni Association, 1969, 1971-72
 Conference photographs, 1918, 1928, 1956, 1967 (See: Oversize)
 Councils, (3 folders), 1973-74, 1977-78, 1987
 Institute, (5 folders), 1971-73, 1976-78, 1979-80, 1983-84, 1989-91

Box 4:

Mid-American Interfraternity Council Association, 1982-90 (2 folders)
 Midwestern Interfraternity Council Association, 1971-72
 National Capital Interfraternity Forum, 1982-88
 National Interfraternity Conference documents, minutes, publications, and reports
 (18 of 22 folders), 1932-66

Box 5:

(4 of 22 folders), 1967-71
 1970-71
 Foundation, 1970-71
 Gold Medal [Stewart Daniels] and photographs, 1970-71
 IRAC Bulletin, 1970-71
 Withdrawals, 1970-71
 1971-72
 63rd Annual Banquet, Distinguished Service Award to Stewart Daniels, 1971
 Executive Committee Minutes, 1971-72
 Foundation, 1972-72
 (1 folder), 1972-73
 (1 folder), 1973-74
 (1 folder), 1974-75
 (1 folder), 1975-76
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 (1 folder), 1977-78
 (1 folder), 1978-79
 (3 folders), 1979-80
 (1 folder), 1980-81
 (1 folder), 1981-82
 (1 folder), 1983-84
 (1 folder), 1984-85
 (1 folder), 1985-86
 (1 folder), 1988

Box 6:

(1 folder), 1989-90
 (1 folder), 1991-94
 Annual Meeting Program Materials, 1985-89, 1999
 Collaborative Projects, 1989
 Diamond Jubilee History, 1984

Government Relations Committee
 (1 folder), 1985-86
 (1 folder), 1987-89
 "Interchange," 1987-90
 Interfraternity Education Plan, 1987-92
 Long Range Planning, 1985-91
 "Minutes in Seconds," 1984-92
 Northeast Interfraternity Conference, 1981-84
 Pledging Alternatives Task Force, 1990
 Statistics, 1976-83
 National Panhellenic Conference, 1981
 Western Regional Greek Conference, 1989-91

HEADQUARTERS CORRESPONDENCE AND SUBJECT FILE

A

 (1 folder), 1940-50
 (1 folder), 1950-60
 (1 folder), 1960-70
 (1 folder), 1970-80
 Action Plans, 1993-94
 Advisory Council, 1988-89
 Alcohol Information, 1986-87
 Alumni Association
 Boilerplate Bylaws, 1941
 Deceased members, 1978-79
 Petition for charter, 1978
 Alumni Organization, 1977-85
 Alumni Task Force, 1978-79
 American Alumni Council, 1971-72
 American College Public Relations Association, 1971-73
 American Council on Education [ACE], White Paper, 1989-90
 American Society of Association Executives (ASAE),
 (1 folder), 1971-72
 (1 folder), 1972-73
 (1 folder), 1976-77
 (1 folder), 1977-78
 (1 folder), 1978-79
 (1 folder), 1979-80
 (1 folder), 1980-81
 (1 folder), 1984
 Archives, 1977
 Archivist, 1979
 ATO Nite Print Masters, 1994
 ATO Update scripts, 1994

Awards (lists of awards, ordering procedures, etc.) 1960, ca. 1972-83

Box 7:

B

(1 folder), 1940-44
 (2 folders), 1944-47
 (1 folder), 1947-50
 (1 folder), 1950-55
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 (1 folder), 1965-70
 (2 folders), 1970-80
 (1 folder), 1980-81
 (1 folder), 1985-91

Balfour, L.G.

(1 folder), 1952-68
 (1 folder), 1970-71
 (1 folder), 1971-72
 (1 folder), 1973-74

Thomas Arkle Clark Award ring correspondence and photograph, 1948-66

Berry, William E., (2 folders), 1978-80

Best Chapter Award, 1968-69

Burr, Patterson & Auld, (2 folders), 1971-72, 1973-74

C

(1 folder), 1940-45
 (1 folder), 1945-50
 (1 folder), 1950-55

Box 8:

(1 folder), 1955-60
 (1 folder), 1960-70
 (1 folder), 1970-80
 (1 folder), 1980-81

Canal Sites for NHQ, (2 folders), 1996

Certificates and Ordering Information, 1994-96

Chamber of Commerce (Champaign, IL), 1981-83

Chapter Adviser

Conference, 1984

Seminar, 1970-71

Set-Up Kit, 1992

Chapter and Faculty Adviser Seminar Photo, 1971

Chapter Retreats, ca. 1980

Charter Lithograph Stone, 1981

College Marketing and Research Corp., 1973-74

Computerization

(4 folders), Fraternal Systems Inc., 1969-73
 Epsilon Data Management, 1973-74. Continues Fraternal Systems Inc.
 IBM System 32, 1975-77
 (2 folders), Business Systems Consultants, Inc., ATO Database System Proposal, 1991
 Computer Systems Consultants Inc. Database Membership System for IBM AS/400, ca.
 1991
 Pledgmaker Fund Raising System version 5.0 software, 1992-93
 Professional Service Agreement with Levi, Ray, & Shoup, Inc., 1995
 Conclaves, 1979-80
 Council for the Advancement and Support of Education (CASE), (3 folders), 1978-80, 1981-83

Box 9:

D

(1 folder), 1940-45
 (1 folder), 1945-50
 (1 folder), 1950-60
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 (1 folder), 1970-80
 (1 folder), 1980-81
 (1 folder), 1981-84
 (1 folder), 1985-91
 Delinquencies Committees, 1975-85
 Delivery System, 1993
 Development Team (Loyalty Fund), 1993

E

(1 folder), 1940-45
 (1 folder), 1950-60
 (1 folder), 1960-70
 (1 folder), 1970-80
 (1 folder), 1980-81
 (1 folder), 1981-84
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F

(1 folder), 1940-45
 (1 folder), 1950-60
 (1 folder), 1960-70
 (1 folder), 1970-80
 (1 folder), 1980-81
 (1 folder), 1981-85
 (1 folder), 1986
 Finance Committee, 1996
 Foundation Budget, 1996-97
 Foundations Seminar Award Certificates, 1993
Fraternity Insider, 1978-80
 Fraternity Products Licensing, "Greek Properties," 1988, 1997

“Frat House” Movie, 2002

Box 10:

G, 1940-89 (7 folders)

Gamma Zeta (Illinois) Chapter Hazing Video, 1991

Government (ATOs in), 1988-89

Greek Properties, 1993, 1996

 Corporate Formation of New Greek Properties, 1991-93

 Rescission of Contract with Battle Enterprises, 1990-92

 Trademark Registration, 1992-93

Group Travel, 1973-74

Gulf War/Desert Storm, 1991

H

 (1 folder), 1940-45

 (1 folder), 1945-50

 (1 folder), 1950-55

 (1 folder), 1955-60

 (1 folder), 1960-70

 (1 folder), 1970-80

 (1 folder), 1979-81

 (1 folder), 1981-83

 (1 folder), 1985-86

Box 11:

J. Hartley Company, (6 folders) 1964-69, 1970-71

Hartnett Company (plaques), 1968-72

Hazing, 1964, 1980, 1985

Hazing Committee, 1981

Headquarters Dedication, 1982-84

Headquarters Relocation--North, 1996

Hell Week, 1951-77

Fraternity Row Film, 1977

 Newspaper Clippings about Original Incident, 1959

Hell- and Help Week, 1947-58

Help Week, *Palm* Coverage, 1951-55

 Trophy, Rules and Regulations, 1956-72

 Display, 1960

Housing, Committee on Housing & Chapter Management, 1957-58

I

 (1 folder), 1940-80

 (1 folder), 1982-83

 (1 folder), 1985-90

Insurance, 1966-86

 Association Benefits Corporation Proposal, 1981-83

 Health Insurance Plan, 1971

Home and Auto Affinity, 1997-98
 (6 folders), Hospitalization Insurance Plan, 1966-74
 (7 folders), Insurance Plans, 1974-87
 (6 folders), Life Insurance Plan, 1966-72
 Officer Liability, ca. 1976-86
 (5 folders), Response to Program from ATOs, 1966-67, 1968-72
 Sentry Life Insurance Company, 1983-85

Interns

Buening, Mark A., 1982
 Adams, Peter, 1983

Interest Group Criteria, 1991

Investments, 1971-75

Box 12:

J

(1 folder), 1940-50
 (1 folder), 1950-60
 (1 folder), 1960-70
 (1 folder), 1970-80
 (1 folder), 1981-82

Jewelry, 1999

K

(1 folder), 1940-50
 (1 folder), 1950-60
 (1 folder), 1960-80
 (1 folder), 1980-81
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L

(1 folder), 1940-50
 (1 folder), 1950-60
 (1 folder), 1960-80
 (1 folder), 1980-81
 (1 folder), 1981-84

Lendman Associates Placements

(1 folder), 1973-74
 (1 folder), 1978-79

Licensed Merchandising Program, 1995-97

Little Sisters, 1989

Locate Lost Brothers Campaign, 1971

Lowe, Brockenbrough & Tierney, 1983-84

M

(1 folder), 1940-50
 (1 folder), 1950-60
 (1 folder), 1960-70
 (1 folder), 1970-80

- (1 folder), 1981-82
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Box 13:

MacGregor, John, 1968-84
Mailings to Officers, 1978-81 (2 folders)
Music Committee, 1931

N

- (1 folder), 1940-80
 - (1 folder), 1980-81
 - (1 folder), 1981-84
 - (1 folder), 1984-90
- National Association of Student Personnel Administrators (NASPA)
- (1 folder), 1978-80
 - (1 folder), 1983-84
- ATO National Advisory Council, 1987-88
New Member Packet, ca. 1990-92

O

- (1 folder), 1940-60
- (1 folder), 1960-80
- (1 folder), 1980-81
- (1 folder), 1982-84
- (1 folder), 1987-89

P

- (1 folder), 1940-70
 - (1 folder), 1970-80
 - (1 folder), 1980-81
 - (1 folder), 1981-84
 - (1 folder), 1984-89
- Phi Kappa Tau Chapter Manuals, 1991-92
Placement Service Books, (4 folders), 1935-70
 Report, 1949
Playing Cards for ATO (price quotes and mock-ups), 1998
Pledge Education, 1963, 1968
Post Office, 1981-85
Promissory Notes, 1979-84
Promotional Material, Cruises, 1966
Prospects, 1996

Box 14:

- Q-R, 1940-80 (4 folders)
- (1 folder), 1940-50
 - (1 folder), 1950-60

(1 folder), 1960-70

(1 folder), 1970-80

R

(1 folder), 1980-81

(1 folder), 1981-83

(1 folder), 1984-88

Reorganization Study (Roscoe Edlund), 1971-72

Revenue Sharing Programs: "National Collegiate Calling Cards," 1996-98

Risk Management, 1977

Insurance - Chapter Risk Management Manual, 1985

Risk Avoidance, 1987

Risk Management, 1992-94

FIPG Presentation Information, ca. 1992-94

FIPG Risk Management Manual, 1994

FRMT "In Crisis" presentation booklet, 2001

S

(1 folder), 1940-60

(1 folder), 1960-70

(1 folder), 1970-80

(1 folder), 1980-81

(1 folder), 1981-84

(1 folder), 1984-91

Salary Book, 1938-70 (5 folders) (see box 23)

Smithsonian-Computer World Awards, 1995

Social Service Committee, 1975-76

Stewart Howe Alumni Service/Chapter Newsletters, correspondence, 1998

Surveys and Results, 1995

T

(1 folder), 1942-70

(1 folder), 1970-80

(1 folder), 1982-83

(1 folder), 1985-89

T-Z

(1 folder), 1980-81

Tie, ATO Striped Tie, 1996

Taxes (instructions about IRS Form 990), 1980-84

Telephone Hold Message scripts (telling about award winners and events), 1999-2003

Tour guidebook for tours of NHQ on Kirby Road in Champaign, 1994

U-V

(1 folder), 1944-80

Unfiled ATO Correspondence

(1 folder), 1928-45

(1 folder), 1946-52

Use of ATO Name, 1987

V

(1 folder), 1982-90
 Vantine Studios (Photography), 1989-94

Box 15:

Vision, 1994
 Chapter Initiatives, 1994-95
 Correspondence, Negative, 1993-96
Fulfilling the Vision: Boards of trustees drafts, 1994
Fulfilling the Vision weekend, 1994
 Leadership Consultant Info, 1994-ca 1996
 Report on Strategic Planning processes, 1993
 Strategic Planning Sessions, 1994
 Strategic Planning Task Force, "Delivering in the 90's," 1989-90
 "fulfilling the Promise" Draft, 1990
 Photos, First Meeting, 1989
 Strategy Plan, 1992-94

W

(1 folder), 1940-60
 (1 folder), 1960-80
 (1 folder), 1982-84
 (1 folder), 1985-90

X-Y-Z

"You Are Different"
 (1 folder), 1959-73
 (1 folder), 1982-88

AIDS Policy- ATO, Study Papers, 1993
 Badge diagram, nd
 Brochure, 1998
 Chapter Statistics, 2003-04
 Data
 Statistics and Contact Information, 1991-93
 Contact Information (Foundation and NHQ), 1997, 2002, 2004
 Fraternity, Property: Sunset Courts, 1964-1983
 Government Structure Task Force, 1973, 1987-89
 Graduation brochure, no date
 Info Charts compiled by Harvey Reno (Includes Palm, songbooks/music directors, ATO
 directories/catalogues, and Congresses), 1946
 Informational Sheet, ca. 1990s
 Informational Sheet II, no date
 National Board, Officer and CEO Personal Survey, 2006
 NHQ, Correspondence to All Chapters, 2002-04 (2 folders)
 Pledges/Initiates graph, 1998-99
 Postcards, ca. 1990s

Provinces chart, nd

Roadshow

ATshOw (ATO Roadshow) Scripts, 2000-01

DVD Recall, Copyright Complaint, 2002

History, 2000-01

Roadshow Photos, 1991, 1998, 2001-03

Show #1: Kansas State, Hosts' Scripts, 2001

Show #6: Marathon, 2002-03

Show #7: All Night, 2002

Show #8: Karnibali, 2003

Show #9: Yellow

Show #10: Caffeine High

Roadshow Webiste "Check This Out" Reports, 2003-2004

Stats History: Interfraternity Conference Scholarship/ATO fees, 1966, 1969, 1977

Top 20 Candidates Disk, 1999

Tapelogs and Interviews, 2010

ATOvernight Feedback, 1995

Background Checks, 1998 [*RESTRICTED*]

Badge (pin) rochure and box, no date

Baker, Darlene, Accounting Supervisor, 1997

Board of Trustees

Chapters, 1995-96

Guide, Vol. 1, no date

Brotherhood Book, 2004

Case Study, Alcohol Free Housing, 2007

Casteel, Marcus

Correspondence, 1997-98

Change of Registered Agent Forms and Correspondence, 1976-78

Chapter List, 2004

Chapter Portfolio

(1 folder), 1999-2000, 2001-02

(1 folder), 2007-08

Box 16:

ChildHelp USA, 1994

Christensen, Eric, Director Member Services

Correspondence, 1994-96

Clip Art

Computers, Software, and Internet

ATO Website, no date

Avecetra: netFORUM, 2004

Compuserve, 1994-95

Includes Compuserve software manual and training schedule, and submitted member information

Compuserve Information, 1995
 Computer, Database Conversion, 1991-92
 Disks, 1993, 1996-2000, 2003
 Internet History, no date
 Intranet, 2000-02
 Condolence Letters, 1988, 1992-93
 Contribution Prospects, Chicago, Pittsburgh, and Indianapolis, ca. 1990s
 Data Processing, 1991-92
 Delinquencies/Suspensions, 1994-95, 1997-98 [*RESTRICTED*]
 Off Suspension, 1997 [*Restricted*]
 Educational Benchmarking Survey (EBI)
 Chapter Analysis, 2000
 Introduction & Question Analysis, 2000
 Fraternity Survey, 1999-2005
 Fraternity Survey, 2002-2004 (4 folders)
 Employee Driver Info, 2001 and prior, 2002-03 (2 folders) [*RESTRICTED*]
 Exhibit-Traveling Alumni Display, 1999-2003 (oversized items in Room 106F, Map Case 3-5)
 Extension 777, 1994
 Financial
 ATO Fraternity, Inc., 2001-04 (2 folders)
 Contracts, ATO, 1992-94
 Fidelity Bond Coverage, 1992-94
 Fraternity Management System, 1991-96, 2003
 Financial, Director of Finance Correspondence, 1997 [*RESTRICTED*]
 Financial Schedule, 1993-94, 1996
 Financial Statements, 1996-97
 Financial Statement Analysis, 1990-2004

Box 16:

Strategic Planning (See: Oversize Box)
 Survey, 1994-95
 Fraternity Board, 1994
 Foundation Board/Board of Advisors/AAC, 1994
 Other National Officers, 1994
 Staff, 1994
 Chapter Advisors, 1994
 Undergraduates, 1994
Volunteer Protection Act of 1987 (HR 911), 1987

Box 17:

GMI (Greek Management, Inc.), 1993-95, 1999-2005
 Postcards, Letter, 1998-2004
 Internal Revenue Service, New Chapters Under Group Exemption, 1940-73
 Investments, 1986-95 [*RESTRICTED*]

Line of Credit-Busey Bank, 1992-94
 National Fraternity Financial Report, 1995
 Pledges and Initiates Financial Statements, 1989-2004
 Promissory Notes, 1993-97
 Active, 1993-94
 For Unpaid GMI dues, Ins. Late Fees, 1994
 Richmond Property Group, Ltd., 2002
 Tax Reform Bill, 1969
 Tax Returns, Maryland & Illinois, 1950-86, 1992
 Fire Safety, Sprinkler Systems, 1992
 Fraternity Publicity, 1995-99
 General Assembly and Committee Rosters, nd
 Genesis Group, 2003-05
 Gilpin, Scott
 Correspondence, 1981-91
 Grace, Micki
 Correspondence, 1995
 Hazing Policies, 1993-1994, 1995-99
 Honea, Matt
 Correspondence, 1999-2000
 Housing Corporation, Liability Insurance Correspondence, 2003, 2006
 Insurance, Legal, and Vendors
 Additional Insured, 2000-01 [*RESTRICTED*]
 Affinity Marketing Consultants-Masters of Design, 1996-1998
 Affinity Marketing Consultants-Pure Country Lawsuit, 2001 [*Restricted*]
 AMC-First USA, 1999-2003
 Antitrust Lawsuit, Copies, 1991-94 [*RESTRICTED*]
 ATO Additional Insured Certificates, 2002-03 [*RESTRICTED*]
 ATO Chapter Certificates of Liability Insurance, 2002-03 [*RESTRICTED*]
 ATO Licensed Vendors, 1998
 ATO Life Insurance, 1966, 1967, 1992
 Drivers Insurance, 2000-02 [*RESTRICTED*]
 Example Vendor Communications, 2004
 FIPG (Fraternal Information & Programming Group), 2003-05
 FIPG Risk Management Manual, 1997
 Fraternity Insurance Trust (FIT)
 Bills/Statements, 1993-1995
 Board Meeting, 1993
 Board Member Handbook, 1992-93 (3 folders)

Box 18:

Correspondence, 1993-1994 (2 folders)
 Incident Reports, 1994-1995, [*RESTRICTED*]
 Information for Chapters, 1992-1993
 Liability/Property Insurance & Claim Manual, 1994-95 (3 folders)

Property Insurance, 1992-1995
 Risk Management Compendium, 1995
 Umbrella Liability Policy, 1992-1993
 Fraternity Risk Management Trust (FRMT)
 Binder, 1999-2000 (2 folders)
 Board of Directors Board Book, 2001 (2 folders)
 Claim Manual, 1995-1996
 Correspondence, 1995, 1997 [2 folders]
 FRMT (General), 1996-2004 (4 folders)
 FRMT and Insurance Fund Information, 1994-97
 Meeting Agenda, 2000
 Meeting Info/Policies and Procedures, 2000-01
 General Liability, 2001-02 [*RESTRICTED*]
 Index of General Liability Claims and Incidents, 1994-95 [*RESTRICTED*]

Box 19:

Insurance

Amerisure Companies, 1988-1990
 Arthur J Gallagher & Co. & Assicurazione Generali, SPA, 1991-1992
 Correspondence, 1993
 Excess Insurance Policy, 1992
 Insurance Claims, 1989-1990 [*RESTRICTED*]
 New Hampshire Insurance, 1987-1988
 Notebook/Correspondence, 1993-1998
 Policy Book, 1997-1998
 Reliance Insurance, 1990-1991
 Lawsuits, 2004, 2006 (2 folders) [*RESTRICTED*]
 LMS, Bills/Invoices, 1997-2000 [*RESTRICTED*]
 LMS (Litigation Management Services), Claim Invoices, 1999-2000 [*RESTRICTED*]
 MAPP (Member Accident Protection Program), 1998-99 [*RESTRICTED*]
 MAPP Claims, 2001-03 (2 folders) [*RESTRICTED*]
 MAPP Policy, 2001-03 (2 folders) [*RESTRICTED*]
 Palmer Cay/Carswell Insurance Claims, 1991 [*RESTRICTED*]
 Radar vs. Balfour Fraternity Jewelry Conflict, 1967-73 (2 folders)
 Response to Liability Insurance, 2003
 Trademark Registration, 1990

INTERFRATERNITY ORGANIZATIONS

CFEA (College Fraternity Editors Association)
 College Fraternity Editors Association Awards to Wynn Smiley, 1998
 College Fraternity Editors Association "Certificate of Merit" to Wynn Smiley,
 2000
 CFEA Awards, 1998-2003
 FEA (Fraternity Executives Association)

Summer Meeting, 1994
 Summer Meeting, 1997
 Summer Meeting, 1999
 FEA Survey, 2000-02
 NIC (North-American Interfraternity Conference)
 BYOB Guide/Our Chapter, Our Choice, 1997-1998
 Directory and General Correspondence, 1995-96
 Interdominational Prayer Breakfast, 1998-2001, 2004
 Laurel Wreath Luncheon, 2004
 Media (DVD), ATO: Laurel Wreath Award, 2006
 Litigation & The Fraternity System, 1995
 Meeting, 2008
 Member Services Status Report, 1997-98
 National Interfraternity Conference, 2003
 NIC Photo, Gettysburg, 1959
 NIC/AFA Prayer Breakfast, 1998-2001
 NIC Congressional Reception photos, 2000
 NIC/CFEA Award Entries, 2004 (includes copies of the Palm and ATO
 Roadshow)
 Reference File, Drinking Newspaper/Magazine/I-Net Articles, 1997-1999
 NIC 2010, 2012
 Risk Management, Presentations, 1995-1996
 Select 2000 Program - Working Draft, 1995-96
 Standards Committee (Wynn Smiley, Chairman), 2003-04
 Zeta Beta Tau, Liability & Property Insurance Coverage & Risk Management,
 1998

Box 20:

HEADQUARTERS CORRESPONDENCE AND SUBJECT FILE

Krahling, Bill, Working File: POW/MIA, Who's Who, Awards, 1973, 1976-78, 1981, 1985,
 1997-99, 2005
 Leadershape Consultants, Exam, nd.
 Leadershape Disengagement, 1993-94
 Leadership Consultant Training, 1996
 Library
 Information on books written by and about ATOs, ca. 1900-2000 (2 folders)
 Information on books written by Irving Bacheller, 1892-1939
 Mall Purchase Warranty Deed, 1968
 Managers Meeting, 1993-94
 Matt Arnold, Director of Member Services, 2002-06
 Risk Rating Assessments, 1999-2000
 Substance Free Rebates, 1998-2000 (3 folders)
 RM (Risk Management) Compliance Certificates/Forms, 1998-2000 (2 folders)

Recruitment Advantage, ca. 2000
 RAW (Recruitment Advantage Workshop) - Hunstville, AL, Aug. 9, 2003
 Ames, IA, Jan. 17, 2004
 North Dakota, Mar. 17, 2004
 Columbus, OH, Apr. 25, 2004
 Texas, Mar. 27 & 28, 2004
 2004 RLC (Regional Leadership Conference) Recruitment Workshop, 2004
 Recruitment Resources - ATO Old, nd
 Colony to Chapter Program, 2004-05
 Colony to Chapter, 2003-04
 Evaluations, 2003-04
 Colony to Chapter, Program and Development, 2002-03
 Evaluations, 2002-03
 LC (Leadership Consultant) Apartments, 2000-05
 Regional Leadership Conference, 2001-02
 Visit Schedule (includes Media: CD, Consultant PowerPoints), 2001-04
 Recruitment Tracking, 2003-04
 Recruitment Trends, 1998-2003
 Chapters Officer Notebook (Sample), 2002-04
 Chapter Portfolio Data, 1996-2003
 Portfolio Trends, 2002-03

Box 21:

TAC (Thomas Arkle Clark) Award Applications, 2002
 True Merit Fast Lane, n.d.
 True Merit Judiciary Committee, 2001
 2002 True Merit, 2002
 True Merit Judging Committee, 2002
 Awards, 2003
 2003 True Merit Judging Committee, 2003
 2004 True Merit Judging Committee, 2004
 Past Award Winners, 1995-2002
 True Merit Statistics, 1998-99
 TM (True Merit) File, 2000-01
 2004 True Merit and Awards, 2004
 True Merit Character Membership Education Program, nd
 EXP (Expansion) Colony Retreat
 Facilitator Manual, 2001-02
 Participant Manual, 2001-02
 Programming, 2001-02
 Monitoring Reports, 2001-02
 Expansion Resource for ATO National Fraternity, 2002
 Academic Reports, 1998-2000
 Staff Contact Info, 2002-04
 Christmas Projects, 2002

Chapter Portfolios, 1999-2000 (1 of 4 folders)

Box 22:

Chapter Portfolios, 1999-2000 (3 of 4 folders)

2000-01 (4 folders)

2001-02 (4 folders)

Member Services--Goldmine Statistics, 2003

Minneapolis Mutual Trust Agreement/Riders, 1974, 1984-85

Monitoring Reports,

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Reports, 1998-1999

Box 23:

Reports, (33 folders), 1999-2010

Mullinix, Mark

Correspondence, 1995

National Award Winners, 2002

National Center on Addiction and Substance Abuse, 2007

National Housing Conference, 1996

Nominations Committee, 1994

Photos

Alcohol Summit photos, 1999

ATOs in US Senate, 1965 (oversize located in Room 106F, Map Case 3-11)

Board of Directors photos, 1996, 2002

CFEA--College Fraternity Executives Association, ca. 1970

FEA (Fraternity Executives Association) and CFSA (College Fraternity Secretaries' Association) Photos, 1947-88

Interfraternity Institute Photos, 1972

Layne Triplett, nd

Member Services photos, 2000-02

National Officer photos, ca. 1997-2002

Noah's Ark Retreat photos, 2001

NIC--North-American Interfraternity Conference, 1953-54, 1957-89

Volunteer's Conference photos, 1996

POW/MIA Background Information, 1973-1977

POW/MIA Bracelet Information (mostly correspondence to and from Bill Krahling), 1973-81
(actual bracelets located at NHQ)

Box 24:

Prospect Management, 1994

Recruitment/Career Placement

Blue Chip Recruitment Program, 1999-2001

Blue Chip Recruitment, 2002-03

Professional Advantage (Career Placement), 2003

Senior Seminar, Guide to Getting a Job, 2001-02

Career Placement, 2003
 RAW-Recruitment Advantage Workshop, 2004-05
 Recruitment Brochure Disk, 2004-2005
 Recruitment Marketing, 2002-03
 Volunteer Recruitment/Program, 1990-93
Risk Management
 Book, 2004
 Consultant & Training Material, 1996-1998
 Incident Notes, 1995
 Memos, 1990-98 [*RESTRICTED*]
 Subject File, 1990-1993
 Workshops, 1999
 Road To True Merit 2003 Conference, 2002 [*RESTRICTED*]
 Road to True Merit Disk, 1998-2000
 Ross, Mike—Leadership Consultant, Director of Member Services, Assistant Exec. Director
 Academic Standards, 1992-99
 Advisor of the Year Award, 1989-1994
 ATO Foundation, ca. 1996
 ATOvernights, 1995
 ATO/NIC Resolutions, 1989
 Alumni Associations, 1993
 Alumni Relations, 1960, 1996
 Board of Trustees, 1994-99
 Chapter Advisory, 1990-91
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 Chapter Finances, n.d.
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Box 25:

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 Leadership Consultant Prospects, 1995-96
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Box 26:

Substance-Free, 1995-99
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 Volunteer Recruitment, 1990-93
 "Worthy Master's Guide to Effective Meetings," n.d.
 September 11th Terrorist Attack, 2001
 Signatures (national officers and NHQ staff), ca. 1878-ca. 1990
 Steve Lowe, Chapter Loans
 Chapter Educational Fund-Loan Applications, 1994
 GMI-EMI Loan Application, 1994 [RESTRICTED]
 Various Chapters, Correspondence, 1992-95 [RESTRICTED]
 Various Chapters, 1989-94 [RESTRICTED]
 Loan Guarantees, 1982 [RESTRICTED]
 California-Berkeley, 1982-1993 [RESTRICTED]
 Central Oklahoma, 1983, 1986-91 [RESTRICTED]
 Cincinnati, 1987-95 (2 folders) [RESTRICTED]
 Colorado School of Mines, 1990-93 [RESTRICTED]
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Montana, 1969, 1986, 1995 [*RESTRICTED*]
 Newberry, 1974-75, 1983-85 [*RESTRICTED*]
 Old Dominion, 1974-75, 1979 [*RESTRICTED*]
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Box 27:

Rhodes, 1960, 1980-92 (3 folders) [*RESTRICTED*]
 Sewanee, 1983-85 [*RESTRICTED*]
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 Southern Mississippi, 1954-55, 1962-64, 1976-84 [*RESTRICTED*]
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 Vanderbilt, 1983-88 [*RESTRICTED*]
 Vermont, 1982-87 [*RESTRICTED*]
 Washington State, 1968, 1981-85 [*RESTRICTED*]
 Western Illinois, 1974, 1982-83 [*RESTRICTED*]
 Strategic Plan, Board Meeting, 1994
 Delivery System, 1994
 3 Year Strategic Planning Session, 1994
 Committee/Task Force, 1989-94 (2 folders)
 Tau Cards Program, 1996
 TAC (Thomas Arkle Clark),
 Applications, 1994
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 Chapter Nominations, 1992
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 Examples of Form Letters, 1990
 Forms and Procedures, 1992
 J. Hartley Co., 1985-92
 TAC, 1994
 Title IX, 1974 (2 folders)
 True Merit Statistics, 2001
 Wall Hangings at NHQ (information about), 1976, 1978

AlcoholEdu, 2002-04
 Alumni E-newsletter, 2007
 Annual Report Forms, 1994-2004, 2010-11
 Board of Trustees Survey, 2007-08
 Chapter Portfolios and National Statistics, 1999-2001
 Collegiate Housing and Infrastructure Act, 2007
 Congressional Reception, 2007
 Direct Mail, 2008-09
 Dispute Resolution, 2006-07
 Emerging Leaders Conference and Energize Retreat, 1996, 2011

Excellence Awards List, 2010
Gold and Silver Circle Certificates, 2007-09

Box 28:

Gold Program E-newsletter, 2007
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 Chapter, 2006-07
 Sigma Phi Epsilon, 2008
inCircle, Affinity Circles (formerly Affinity Engines), 2005-7 [*Restricted*]
Interfraternity Organizations
 Event Programs, 2011
 Newsletters, 2011
 North-American Interfraternity Conference (NIC), 2011, 2015
 NIC 2.0 Proposition, 2015
Life Loyal Tau (LLT)
 E-newsletter, 2007
 Marketing Plan, 2007-08
 Quarterlies, 2012
Political Action Committee (PAC), 2005-07
Presidents Retreat, 2005-06 (2 folders)
Ross, Sandra
 LeaderShape Program Management Manual, 2007
Board of Director's Meeting, Sarasota, FL, 2007
Chapter
 Numbers Report, 1997, 2003
 Service Consultant Orientation, 1994
 Delinquencies, 2003-06
Finances, GMI, 2003
Fraternity-Sorority Community Assessment Coalition, 2007
Membership Services Board of Trustees, 2002
North-American Interfraternity Council
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 Assessment Committee, 2007
 Assessment Project, 2006
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Alcohol Education, 2003-05

Board of Trustees

Finalist Awards, 2003-04
 Orientation, ca. 2005

Chapter Scholarship Ranking, 2004-05

Charter

Petition Template, ca. 2005
 Redevelopment Guidelines, ca. 2005

Consolidated Consultant Visit System, 2002-05

Expansion Resource Guide, 2003

FRMT Membership Count Reports

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 2005
 2006
 2007
 2010-11

GIN-ATO Facebook Application Agreement, 2007

Learning Outcomes Assessment, 2007 (UniLOA)

ATO Study Handbook and Questionnaire, 2007
 Kansas State, North Texas, and Gettysburg Reports, 2008
 ATO Reports, 2008-13
 National Report of Means, 2012

Mid-Year Retreat, 2006-08

Pledges and Initiates Report, 2002-03

Risk Management Issues

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Ritual Checklist, 2001-02

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Box 30:

Senior Staff, 2003

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Volunteer Interest Forms, 2000-02

CHIA Lobbying, 2009

Foundation Reimbursal , 2005-06

Foundation Retreat, 2009

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Risk Management College

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Meeting, 2010-11

Vermont, 2007

Hilton Contract, 2006

JobBound, 2008

Legal-Rogue Chapters, 2003

Lobbying, Indiana, 2011

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Annual Meeting and House of Delegates, 2013

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Board of Directors Meeting, 2013

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Standards, 2004

Standards Review, 2013

WGKE Badge Numbers, 1987-99

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Cash Journal Ledger, 1918-Jan. 1922

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 Chapter Scholarship Awards, ca. 1941-79
 Community Awareness Award, 1974
 Diamond Circle, nd, 1974, 2003
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 Voluntary Alumni Support Program (Tower of 1000), 1978
 World War II *Palm* Card, 1946

Box 31:

Altitude, 2012, 2013
 Life Loyal Tau Program (LLT) - Alumni Program
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 (1 folder), c. 2006
 (1 folder), 2006-07
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 (2 folders), 2010-11
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 Outside the Classroom, AlcoholEdu for College Report Package
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 Relevance Series, 2002
 Pledge Meeting with Leadership Consultants, 2008

 Alcohol
 Education, 2011
 Story, 2007
 Alumni Research (Cygnus), 2012
 Budget Summary, 2012-13

Box 32:

Campus Sexual Assault Educational Packet, 2014

Chapter Portfolio, 2012-13
EBI Undergraduate Surveys, 1999-2005 (seven folders)
“The Dark Power of Fraternities,” 2014
Fraternal Law newsletter, 2003-11
Fraternity
 Alumni Survey, 2001
 Member Satisfaction Survey, 1999
FRMT (Fraternity Risk Management Training)
 2009-10
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 ATO Budget Calculation, 1999
 Binding Arbitration, 2006
 Deductible Prop, 2005
 Insurance, 2011-12
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Foundation Gate, 2012
Fire Sprinklers, 2006
FIPG, 2008-12 (three folders)
FEA, E-survey, 2009-10
FEA Programming, 2012
FRMT, LTD Member Leadership Insurance & Litigation Management Educational Session, no date
Gold Program, 2012
Greek Bill, 2008
Herff-Jones, 2008
Leadershape Review, 2010
LC Training, 2006
LC Mid-Year Retreat, 2011
LC Retreat, 2010
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 2012
 2013
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NIC House of Delegates, 2010
Presidents Retreat-Indianapolis, IN, 2015
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Box 33:

Affinity Royalties, 2004-05
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Life Loyal Tau, 2012 (three folders)
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 March 4, 2015
 April 15, 2015
 July 10, 2015
 June 1 to 3, 2016

Bylaws Review, 2015

Survey

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 2012

FIPG-Board of Directors Meeting, 2012-13

FRMT, Member Meeting Minutes, 2013, 2016

Plaid Strategies-Authentic Chapter Elevation (ACE) Program

Official Service Agreement, 2013

Program Description, Press Release, and Workshop, 2013

National Headquarters for Immediate Release, 1991-2003 (3 folders)

Presidents Retreat-Indianapolis, IN, 2017

Booklet, 2017

Moving Information, 1988

Box 34:

Vision Strategic Plan Survey, 1994-95

Fraternity Board

Foundation Board/Board of Advisors/AAC

Other National Officers

Staff

Chapter Advisors

Undergraduates

Proposal to National Fraternity and Sorority Leaders- Response to U of VA Sexual Assault Case, 2014

Penn Schoen Berland Fraternity and Sorority Action Fund Agenda of Key Findings, 2015

ATO v. IRS (US Tax Ct 2810-84), 1981-85
 ATO Informational Packet AFA, 2012
 Quarterly Report, 2011-15 (2 folders)
 Bugs Bunny ATO History, 1950-2014
 Bibles for Indiana Elected Officials, 2019, 2021
 Trademark Protection, 1985
 Property Tax Exemption, 1978-95 (4 folders)
 Sales Tax Exemption, 1982
 TAC Award Applications, 2017 [RESTRICTED]
 Student Foundation, 1982-83 (2 folders)
 Discontinued Programs,
 Chapter House Evaluations, 8 folders
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Box 35:

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 Province XVIII, 1981
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 Public Servants' Prayer, 2019
 State Charity Filings
 Indiana Annual Report, 1999
 Illinois Sales Tax Exemption, 1986
 Illinois Charitable Trust Act, 1981
 State of Illinois Attorney General, 1977
 Corporate Registration, 1996
 Certificate of Exemption Massachusetts
 State of Indiana
 Official Register of Chapters, 1998-2015 (2 folders)
 Badge boxes and pamphlets
 Centennial celebration booklet, 1965

Oversize:

(4 oversized photographs, 1918)
 Rm 106F, map case 3, drawer 5 – 1918 photo has T. A. Clark in front row)