



Guide to the Office of Cultural Affairs Records, 1931-2019 (bulk 1958-2002)

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Summary

Collection Title:

Office of Cultural Affairs, 1931-2019, bulk 1958-2002

Creator:

Duke University. Office of Cultural Affairs

Abstract:

The Duke University Office of Cultural Affairs was created in 1969 as part of the Division of Student Affairs and existed until 1993, when, as part of a reorganization of the Division, it was superceded by the Office of University Life. The Office of Cultural Affairs Records, 1931-2002 (bulk 1958-2002), consist of budgets and financial reports; calendars; contracts; correspondence; meeting minutes; printed materials; black-and-white, color, and 35mm photographs; and videocassettes, audiocassettes, and digital audio tapes. Materials primarily span the years of the OCA's official existence, 1969-1993, but also contain earlier materials about its first director, Ella Fountain Pratt, and later records created by the Office of University Life. Arranged in five series: Subject Files, which provide a broad overview of the OCA's activities, including early correspondence between Duke University and the American Dance Festival, which moved to Duke in 1977; the Chamber Arts Society, a group that promoted chamber music performance in Durham and surrounding areas; the Duke Artists Series, a concert series that began in 1930 and came under the oversight of OCA upon its creation in 1969; the Summer Session, programming for which also became one of the OCA's primary responsibilities; and the Triangle Dance Guild, a group independent of Duke that coordinated with the OCA to promote dance performance on campus and in Durham and surrounding areas from 1976-1984.

Extent:

16.25 Linear Feet

Language:

Material in English

Collection ID:

UA.09.08.0002

Permalink:

<https://idn.duke.edu/ark:/87924/m17t47>

Preferred Citation

[Identification of item], Office of Cultural Affairs Records, Duke University Archives, David M. Rubenstein Rare Book & Manuscript Library, Duke University.

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Background

Scope and Content

The **Office of Cultural Affairs Records, 1931-2019 (bulk 1958-2002)**, consist of budgets and financial reports, calendars, contracts, correspondence, meeting minutes, photographs, and printed materials that document the Office's administration and scheduling of concerts and other performing arts events, arts festivals, and certain performance venues and buildings on the campus of Duke University. The majority of these records span the years of the OCA's official existence, 1969-1993; but there are also older materials that stem from the earlier Duke career of the OCA's initial director, Ella Fountain Pratt, as well as later records created under the Office of University Life, which superseded the OCA in 1993. Audiovisual material in the collection include more than 500 black-and-white, color, and 35mm photographs; additionally, there are several videocassettes, audiocassettes, and digital audio tapes. The collection is arranged in five series beginning with the most general, Subject Files, followed in alphabetical order by four smaller and more specific series that document the history of various concert series or arts organizations.

The **Subject Files** are not only the largest series but also give the broadest overview of the OCA's activities. Several large folder groups exist within the series, including one that contains early correspondence and negotiations between Duke University and the American Dance Festival, which moved to Duke in 1977. The series also contains correspondence and other records that span Pratt's entire career at Duke, from the late 1950s through her retirement in 1984. The next four series document the history of various concert series or artistic groups that were either administrated by or collaborated with the OCA. The first and largest of these series is the **Chamber Arts Society**. Founded in 1945 to promote chamber music performance in Durham , this group eventually came under the aegis of Duke University and the Office of Cultural Affairs in 1975. Although files here tell a little of that early history, they primarily document some fifteen years of concerts on campus from the mid-1980s through 2002. Following this are the records of the **Duke Artists Series**, a concert series that began in 1930. When the OCA was created in 1969, management and oversight of the Duke Artists Series was made one of its primary responsibilities. The files here mainly document several seasons of concerts in the late 1980s and late 1990s. Much like the Duke Artists Series, cultural programming for the University's **Summer Session Series** also became a primary responsibility of the OCA upon its creation. This series covers more than forty years of summer session history, including programming that continued under the Office of University Life. The final series contains the

history of the **Triangle Dance Guild**. Independent of Duke, this group existed from 1976-1984 and coordinated with the OCA to promote dance performance on campus and in Durham and other local venues.

Biographical/Historical

The Duke University Office of Cultural Affairs was created in 1969 as part of the Division of Student Affairs and directed by Ella Fountain Pratt from its inception until 1984. Pratt was succeeded by Susan L. Cook, who served as Director until 1993, when the Office was superceded by the Office of University Life as part of a reorganization of the Division.

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Administrative Information

Publication Statement

David M. Rubenstein Rare Book & Manuscript Library

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Access Restrictions

For a period of twenty-five years from the origin of the material, permission in writing from the office of origin and the University Archivist is required for use. After twenty-five years, records that have been processed may be consulted with the permission of the University Archivist.

Use Restrictions

Copyright for Official University records is held by Duke University; all other copyright is retained by the authors of items in these papers, or their descendants, as stipulated by United States copyright law.

Acquisition Information

The Office of Cultural Affairs Records were received by the University Archives as a transfer, 1971-2003 and 2021.

Processing Information

Processed by Michael Shumate and Sarah G. Carr, July 2013

Encoded by Michael Shumate and Julia Eads, July 2013

All accessions from 1971-2003 were merged into one collection, described in this finding aid.

Updated to add accession UA2021-0033 by Tracy M. Jackson, February 2022.

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Names and Subjects

- Videocassettes
- Digital audio tapes
- Audiocassettes
- Slides (photographs)
- Color photographs
- Performing Arts -- North Carolina -- Durham
- Black-and-white photographs
- Concerts -- North Carolina -- Durham
- Festivals -- North Carolina -- Durham
- Duke University. Office of Cultural Affairs
- Duke University. Summer Session
- Duke University. Office of University Life
- Duke Artists Series
- Chamber Arts Society (Duke University)
- Duke University -- History -- 20th century
- Duke University -- Buildings
- American Dance Festival -- History
- Triangle Dance Guild
- Pratt, Ella Fountain

Collection Inventory

Subject Files, 1934-2000

Scope and Contents note

Materials relating to the administration and management of the Office of Cultural Affairs, including budgets, box office reports, correspondence, event and season calendars, and files about specific artists and performances. In addition to the wide variety of individual files, four larger folder groups in the series document the following subjects in greater detail: Ella Fountain Pratt's work on the executive board of the Association of College, University and Community Arts Administrators (ACUCAA); recruitment of the American Dance Festival (ADF) to Duke in the 1970s; history of the usage, maintenance, and physical improvements made to Page Auditorium; and records of the first fifteen years of the Mary Lou Williams Jazz Festival (1983-1998). In various files the series also contains information spanning most of the career of Ella Fountain Pratt at Duke University; more extensive material about her can be found in the [Ella Fountain Pratt Papers](#). Visual materials in the series include blueprints of Page Auditorium, circa 1960, and approximately forty black-and-white photographs of various performers. Files are arranged alphabetically by topic.

Access Restrictions:

Access restricted. Some materials in this series are Duke University administrative materials. For a period of twenty-five years from the origin of the material, permission in writing from the office of origin and the University Archivist is required for use of administrative records. After twenty-five years, records that have been processed may be consulted with the permission of the University Archivist. Contact Research Services for more information.

Ad Hoc Commission on the Arts, 1976	Box 1
Ad Hoc Commission on the Arts--report, 1976	Box 1
Afro-American Symposium--"The Beauty of Black," 1969	Box 1
Allen, Davis L., 1976-1977	Box 1

American Dance Festival (ADF), 1976-1978
Physical Description: 11 folders

Scope and Contents note

Related materials: the Rubenstein Library serves as the public point-of-access for all collections held by the [American Dance Festival Archives](#).

Box office reports, 1978	Box 1
Correspondence, 1976-1978	Box 1

Duke commitments, 1977-1978	Box 1
Fund, 1976-1978	Box 1
Fund raising, 1977-1978	Box 1
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Tuition, 1978	Box 1
Visits, 1977-1978	Box 1
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Annual report, 1970-1971	Box 1
Articles by Ella Fountain Pratt, undated	Box 1
Arts at Duke, 1973-1974	Box 1
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Les Arts Florissants, 1987 Nov. 20	Box 1
Arts in Duke Chapel, 1978-1986 Physical Description: 5 folders	
Alain, Marie-Claire, 1980	Box 1
Chancel Opera, 1982-1984	Box 1
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St. Matthew Passion, 1980	Box 1
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Scope and Contents note

Correspondence, evaluations, finances, memoranda, and black-and-white photographs.

Association of African Students, 1972-1973	Box 1
Association of College Unions, 1966-1968	Box 1
Association of College, University and Community Arts Administrators (ACUCAA), 1958-1979 Physical Description: 13 folders	
Annual conferences, 1960-1979 Physical Description: 3 folders	Box 1
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Duke profile survey, 1969-1979 Physical Description: 2 folders	Box 1
Executive Board minutes, 1973-1975	Box 1
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Wingspread Conference, 1973-1977	Box 1
Workshop for Arts Administrators, 1976	Box 1
Workshop for Concert Managers, 1971	Box 1
Workshop for Performing Arts Administrators, 1979	Box 1
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Attendance figures, 1970-1973	Box 1
Bachauer, Gina, 1975-1979	Box 1
Berman, Lazar, 1975-1976	Box 1
Bernstein's Mass, 1977-1978	Box 1

Box office reports, 1973-1984 Physical Description: 6 folders	Box 2
British-American Festival, 1984--see "Raleigh's Dream"	Box 2
Bryan University Center--dedication, 1981-1982	Box 2
Bryan University Center--technical services, 1982	Box 2
Budget, 1970-1984 Physical Description: 8 folders	Box 2
Caecilien-Verein concert in Duke Chapel, 1980 July	Box 2
Cameron Indoor Stadium--seating statistics, 1972	Box 2
Cantori di Assisi, 1973-1974	Box 2
Chancellor's Advisory Committee on Instruction in the Arts, 1979-1980	Box 2
Chuck Davis' African American Dance Ensemble, 1991 Mar 22	Box 2
"Civilisation" Film Series, 1970-1972	Box 2
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Correspondence: letters to Ella Fountain Pratt upon her retirement, 1984	Box 2
Dalton, Harry, 1961-1977 Physical Description: 2 folders	Box 2
Devi, Ritha, 1973-1975	Box 2
Doty, Shayne, 1979-1984	Box 2
Doty, Shayne, with Winston-Salem Symphony, 1992 Feb. 8	Box 2

Duke Dance Club, 1971-1972	Box 2
Duke Players, 1972-1975	Box 2
Duke University Calendar, 1957-1999	Box 2
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Duke University Museum of Art, 1969-1974	Box 2
Durham Chamber of Commerce, 1965-1970	Box 2
Durham Children's Theatre Committee, 1968-1974	Box 2
Durham Savoyards, 1973-1974	Box 2
Earls, Paul, 1969-1980	Box 2
50th Anniversary Advisory Committee, 1974-1975	Box 2
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Financial statement, 1972-1982	Box 2
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Hillyer, Raphael, 1975-1976	Box 3
Hotel rates, 1970-1972	Box 3
House Counselors Luncheon, 1967	Box 3
Garrard, Mimi, 1969-1978	Box 3
Havinghurst, Karen, 1977-1981	Box 3

Institute of the Arts, 1981	Box 3
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Jazz on the Green, 1992-2000 Physical Description: 7 folders	Box 3
Jazz workshops, 1973-1974	Box 3
Joe College Weekend, 1970-1972 Physical Description: 2 folders	Box 3
Kanengiser, William, 1988-1990	Box 3
Ketterer, Steve, 1983-1984	Box 3
Kimbrough, Steven, 1975-1976, 1995	Box 3
Kreps, Juanita, 1978-1979	Box 3
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"Lost Eden" production, 1982 Physical Description: 2 folders	Box 3
Marsicano, Michael, 1981-1982	Box 3
Mary Duke Biddle Music Building Dedication, 1973-1974	Box 3
Mary Lou's Mass, 1979-1983	Box 3
Mary Lou Williams Jazz Festival, 1983-1998 Physical Description: 15 folders	Box 3
McCutcheon, John/Greensboro Justice Fund, 1989 Nov. 2	Box 3
Metropolitan Opera, 1976	Box 3
Miriam Makeba Scholarship, 1962-1964	Box 3
Molière Festival, 1972-1973	Box 3
Monthly Minder, Academic Year 1980-1981	Box 3

"Murder in the Cathedral," 1975	Box 3
Murray-Louis Films, "Dance as an Art Form," 1973-1976	Box 3
Museum Without Walls, 1971-1972	Box 3
Department of Music, 1978-1981	Box 3
Music Conference, Tenth Annual, 1970-1971	Box 3
National Endowment for the Arts--grant application for solo recitalists, submitted July 28, 1980	Box 3
National Opera Company, 1973-1980	Box 3
New Performing Dance Company, 1982-1983	Box 3
North Carolina International Jazz Festival (Umbria), 1990	Box 4
North Carolina State Art Society, 1972-1978	Box 4
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Noye's Fludde, 1975-1976	Box 4
Nutcracker--co-sponsor agreements, 1996-2000	Box 4
Page Auditorium, 1934-1986 Physical Description: 16 folders	
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Category charts, 1965-1982	Box 4
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Scope and Contents note

Contains blueprints.

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Page Box Office--annual fiscal reports, 1975-1978	Box 4
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President's house--use of, 1980	Box 4
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Quadrangle Pictures schedules, 1939, 1970-1987	Box 4
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"Raleigh's Dream" by Iain Hamilton: British-American Festival, 1984	Box 4
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South Indian music, 1971-1972	Box 4
Staff correspondence, 1970-1973	Box 4
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Student employment, 1972-1973	Box 4
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Summer Housing Program, 1993	Box 5
Symposium on Racism, 1972	Box 5
This Week at Duke, 1981-1982	Box 5
Thompson, Clive, 1977-1978	Box 5
Triangle Playhouse/Durham Star Playhouse, 1959-1962	Box 5
United Nations flags, 1964-1971	Box 5
University calendar--publication costs, 1970-1978	Box 5
University House, 1966-1968	Box 5
USA-USSR Track Meet and Summer Arts Festival, 1974	Box 5
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Year End Report, 1980-1981	Box 5

Zukofsky, Paul, 1969-1970	Box 5
Duke University Molière Festival: Tercentenary Celebration, scrapbook, 1973	Box 12

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Chamber Arts Society, 1972-2002

Scope and Contents note

Primarily the records of fifteen seasons of chamber music concerts sponsored by the Society and Duke University from 1985-2000. Includes contracts, artist biographies, printed materials, and approximately 200 black-and-white publicity photographs and 35mm slides of most performers. Records are arranged chronologically by season except for the first few folders of the series, which hold miscellaneous information about the history of the Society before its official connection with Duke was made permanent in 1975. Related materials in the Duke University Archives can also be found in the records and papers of [Ernest W. Nelson](#), a professor of history who founded the Society in 1945.

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History: budgets, correspondence, photographs, and printed materials, 1972-1996	Box 5
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History: "Chamber Arts Society, 1945-1995: History of the Chamber Arts Society," Leland R. Phelps--Fiftieth Anniversary booklet, 1995	Box 5
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Duke Artists Series, 1931-2002

Scope and Contents note

Primarily the records of several seasons of performances from the late-1980s and late-1990s, arranged in chronological order. Additionally, printed materials at the beginning of the series outline more than forty years' worth of concert seasons. Related material in the Duke University Archives can be found in the [Duke Artists Series Records](#). Contains approximately 200 black-and-white publicity photographs and 35mm slides.

Access Restrictions:

Access restricted. Some materials in this series are Duke University administrative materials. For a period of twenty-five years from the origin of the material, permission in writing from the office of origin and the University Archivist is required for use of administrative records. After twenty-five years, records that have been processed may be consulted with the permission of the University Archivist. Contact Research Services for more information.

Anniversary brochures: 60th, 1930-1990; and 70th, 1930-2000	Box 7
Calendar notes and clippings, 1969-1970 season	Box 7
Correspondence, 1990-1992	Box 7
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Season brochures, 1931-1932, 1952-1953, and 1964-2002	Box 7
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Alicia de Larrocha, 2000 Mar. 22	Box 8
Luyala--dance opera in three acts, 2000 Use Restrictions: [RESTRICTIONS: Original audiovisual materials are closed to patron use. Rubenstein Library Staff need to produce use copies before contents can be accessed.]	
Final report, 2000 Apr.	Box 8
Press materials, photographs, slides, and other materials, 2000 Mar. 31-Apr. 1 Physical Description: 3 folders	Box 8
Luyala, Act One (TRT 52:15) and Luyala, Acts Two/Three (TRT 1:09:40), 2000 Apr. 1 Physical Description: 2 VHS videocassettes	Box 8
Luyala, Act I and Luyala, Acts II/III, DAT masters and copies for two performances, 2000 Mar. 30 and Apr. 1 Physical Description: 8 digital audio tapes	Box 8
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Summer Session, 1964-2002

Scope and Contents note

Records about the special scheduling of summer events on campus, including Artsfare (later Summer Festival of the Arts), the Loblolly Summer Performing Arts Festival, and Summer Theatre at Duke. Materials include approximately 100 black-and-white and color photographs and 35mm slides. Arranged alphabetically.

Access Restrictions:

Access restricted. Some materials in this series are Duke University administrative materials. For a period of twenty-five years from the origin of the material, permission in writing from the office of origin and the University Archivist is required for use of administrative records. After twenty-five years, records that have been processed may be consulted with the permission of the University Archivist. Contact Research Services for more information.

Artsfare, 1978-1985 Box 9

Physical Description: 11 folders

Scope and Contents note

Annual summer arts festival; in 1986 the name was changed to Summer Festival of the Arts, and continuing records are filed under that name.

Correspondence, 1976-1984 Box 9

Financial statements, 1978-1982 Box 9

Loblolly Summer Performing Arts Festival,
1975-1978 Box 9

Physical Description: 6 folders

Loblolly Summer Performing Arts Festival--
advisory committee, 1977 Box 9

Loblolly Summer Performing Arts Festival--
photographs, 1976 Box 9

Position paper on summer session, 1983 Box 9

Printed material, 1971-1992 Box 9

Physical Description: 2 folders

Program Planning Committee, 1972 Box 9

Robinson, Schuyler, 1972-1974 Box 9

Summer Dance Program, 1975 Box 9

Summer entertainment, 1964-1978 Box 9

Physical Description: 6 folders

Summer Festival of the Arts, 1986-2002 Box 9

Physical Description: 19 folders

Scope and Contents note

See Artsfare, above, for similar records filed under the Festival's earlier name.

Summer session, 1988-1990	Box 9
Physical Description: 6 folders	
Summer Theater at Duke, 1978-1984	Box 9
Physical Description: 2 folders	

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Triangle Dance Guild, 1975-1984

Scope and Contents note

Documents Duke's involvement with the Triangle Dance Guild from the late 1970s through the early 1980s. Arranged alphabetically by topic.

Alvin Ailey Repertory Ensemble, 1979	Box 10
Articles and by-laws, 1976-1984	Box 10
Atlanta Ballet, 1976-1978	Box 10
Betty Jones--"Dances We Dance," 1976	Box 10
Bill Evans Dance Company, 1976-1978	Box 10
Correspondence, 1976-1980	Box 10
Dan Wagoner and Dancers, 1978-1979	Box 11
Financial statements, 1976-1980	Box 11
Grants, 1976-1981	Box 11
Kathryn Posin Dance Company, 1976-1977	Box 11
Lar Lubovitch Dance Company, 1980-1981	Box 11
Lotte Gansler's Pantomime Circus, 1975-1977	Box 11
Meeting minutes, 1976-1982	Box 11
"Midsummer Night's Dream" Film, 1976-1978	Box 11

Milwaukee Ballet, 1976-1977	Box 11
Mimi Garrard Dance Theatre, 1981	Box 11
Murray Louis Dance Company, 1980	Box 11
North Carolina Dance Theater, 1976-1981	Box 11
Physical Description: 2 folders	
Oakland Ballet, 1980-1982	Box 11
Paul Taylor Dance Company, 1978	Box 11
Pauline Koner Dance Consort, 1980	Box 11
Pilobolus Dance Theater, 1977	Box 11
Printed material, 1975-1981	Box 11
Washington Ballet, 1979-1980	Box 11

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Accession UA2021-0033: Li-Chen Chin files, 2012-2019

Race Speaks, 2012	Box 13
Triangle-Area Asian American Students Conference, 2013-2014, 2016	Box 13
East Coast Asian American Student Union, 2012, 2017	Box 13
Duke Kunshan Publications, 2014, 2018-2019, circa 2010s	Box 13
My Country and My People book, 2019	Box 13

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