



Guide to the Undergraduate Faculty Council of Arts and Sciences Records, 1961-1991

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Summary

Collection Title:

Undergraduate Faculty Council of Arts and Sciences records, 1961 - 1991

Creator:

Duke University. Undergraduate Faculty Council of Arts and Sciences

Abstract:

The Duke University Undergraduate Faculty Council of Arts and Sciences (UFCAS), established in 1971, guided undergraduate education in arts and sciences, adopted academic regulations and admissions policies, advised on financial aid, and recognized academic achievement. It succeeded the Undergraduate Faculty Council after the body no longer included representatives from the engineering and nursing schools. In 1991, UFCAS voted to disband and reorganize as the Arts and Sciences Council. Records include bylaws, minutes, correspondence, memoranda, rosters, reports, and other records of the Undergraduate Faculty Council of Arts and Sciences at Duke University.

Extent:

23 Linear Feet

Language:

Materials are in English.

Collection ID:

UA.28.01.0004

Permalink:

<https://idn.duke.edu/ark:/87924/m1h71q>

Preferred Citation

[Identification of item], Undergraduate Faculty Council of Arts and Sciences Records, Duke University Archives, David M. Rubenstein Rare Book & Manuscript Library, Duke University.

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Background

Scope and Content

Records include bylaws, minutes, correspondence, memoranda, rosters, reports, and other records of the Undergraduate Faculty Council of Arts and Sciences at Duke University. The Program II files contain some identifiable student records and are regulated by FERPA. The records also contain materials from a prior body, the Undergraduate Faculty Council, which concern ongoing matters. Most of the records were created by the UFCAS Committees.

Biographical/Historical

The Duke University Undergraduate Faculty Council of Arts and Sciences (UFCAS), established in 1971, guided undergraduate education in arts and sciences, adopted academic regulations and admissions policies, advised on financial aid, and recognized academic achievement. It succeeded the Undergraduate Faculty Council in 1971 after the body no longer included representatives from the engineering and nursing schools. Council membership consisted of the president, provost, dean of the undergraduate college, and elected members of the faculties of the humanities, natural sciences, and social sciences. The dean presided at meetings, while a member of the faculty was elected chair of the Executive Committee.

Most of Council's work was done through its standing and ad hoc committees, which included: Curriculum, Courses of Instruction, Honors, Study Abroad, Program II, Academic Standards, Advising, Undergraduate Admissions and Financial Aid, Residential Life, Freshman Year, Advanced Placement, Athletics and Recreation, Health Science Education, and Non-western Studies. In 1991, UFCAS voted to disband and reorganize as the Arts and Sciences Council.

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Administrative Information

Publication Statement

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Access Restrictions

Access restricted. Some materials in this collection include student records. In accordance with the Family Education Rights and Privacy Act of 1974 as amended, Duke University permits students to inspect their education records and limits the disclosure of personally identifiable information from education records. Contact Research Services for more information.

Acquisition Information

The Undergraduate Faculty Council of Arts and Sciences Records were received by the University Archives as a transfer in 1974-1992, 2022, and 2025.

Processing Information

Materials may not have been ordered and described beyond their original condition.

Encoded by Jill Katte, May 2005

Updated by Leah Tams, May 2022

Accession UA2025-0065 added by April Blevins, December 2025

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.

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Related Materials

Related Material

Arts and Sciences Council records. University Archives, Duke University.

Undergraduate Faculty Council records. University Archives, Duke University.

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Names and Subjects

- Education, Higher -- Curricula
- Education, Higher -- Aims and objectives
- Duke University. Undergraduate Faculty Council of Arts and Sciences
- Duke University. Arts and Sciences Council
- Duke University. Program II
- Duke University. Undergraduate Faculty Council
- Duke University -- Admission
- Duke University -- Administration
- Duke University -- Curricula
- Duke University -- Faculty
- Duke University -- Faculty -- Handbooks, manuals, etc.
- Duke University -- Students

Collection Inventory

Ad Hoc Committee on the Quality of Teaching, 1981-1983 [A85-12]	Box 1-2
Ad Hoc Committee on the Quality of Teaching, Reference Materials	Box 3
Committee on Student Writing [A86-70]	Box 4
Minutes, 1971-1979	Box 5
Minutes (Bound volume), 1977-1978	Box 21
Minutes, 1979/80-1983/84	Box 6
Agenda index, 1971-1984	Box 6
Minutes (summary), agendas, rosters, reports	Box 7
Residential Life Committee, 1968-1978	Box 8-9
Minutes, agenda index, 1984-1991	Box 10

Ad Hoc Committee on the Curriculum, 1985 [A94-137]	Box 11
"Structure and Choice in Liberal Education" [A92-7]	Box 12
1985-1986 [A92-7]	Box 13
Committees: A -- App	Box 14
Committees: Athletics -- Non-western	Box 15
Committees: Study Abroad	Box 16
Bylaws and organization [A98-60]	Box 16
Curriculum Committee, 1971-1979 [A84-93]	Box 17
Curriculum Committee, 1979-1982 [A84-93, A81-55]	Box 18
Curriculum Committee, 1980-1982 [A84-93]	Box 19
Chair records, 1973-1979 [A82-33, A76-203]	Box 20
Chair records, 1973-1984 [A82-33, A76-203, A94-88]	Box 21
Program II, 1968-1975	Box 22
Access Restrictions:	
FERPA information restricted until approximately 2045.	
Curriculum Committee Review of the New Curriculum, questionnaires and data, 1974	Box 23-24
Special Committee of Educational Policy and Programs in Trinity College, Wardropper Committee, 1978-1981 [A80-42, A92-86]	Box 25-26
Committee on Honors, 1961-1977	Box 27-28

Accession UA2025-0065, 1971-1991

Scope and Contents

Materials include meeting minutes and agendas, executive committee materials, UFCAS representative lists, and by-laws.

UFCAS Agendas and Minutes, 1980-1981 Box 29

Physical Description: 2 folders

UFCAS Agendas and Minutes, 1981-1982 Box 29

UFCAS Agendas and Minutes, 1982-1983 Box 29

UFCAS Agendas and Minutes, 1983-1984 Box 29

UFCAS Agendas and Minutes, 1984-1985 Box 29

UFCAS Agendas and Minutes, 1985-1986 Box 29

UFCAS Agendas and Minutes, 1986-1987 Box 29

UFCAS Agendas and Minutes, 1987-1988 Box 29

UFCAS Agendas and Minutes, 1990-1991 Box 29

UFCAS Bylaws of the Faculty of Arts and Sciences, 1980 Box 29

UFCAS Bylaws of the Faculty of Arts and Sciences, 1971-1984 Box 29

UFCAS Articles of Organization, 1988-1990 Box 29

UFCAS Articles of Organization, 1971-1986 Box 29

UFCAS Representatives, 1990 Box 29

Scope and Contents

Includes correspondence and rosters.

UFCAS Representatives, 1989 Box 29

Scope and Contents

Includes correspondence and rosters.

UFCAS Representatives, 1988 Box 29

Scope and Contents

Includes correspondence and rosters.

UFCAS Representatives, 1987

Box 29

Scope and Contents

Includes correspondence and rosters.

UFCAS Representatives, 1986

Box 29

Scope and Contents

Includes correspondence and rosters.

UFCAS Representatives, 1985

Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Representatives, 1984

Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee Members,
1985-1988

Box 30

UFCAS Executive Committee, 1991

Box 30

Scope and Contents

Includes correspondence.

UFCAS Executive Committee, 1990 April-
December

Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee, 1990 January-
March

Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee, 1988 May-December Box 30

Scope and Contents

Includes correspondence, rosters, and brochures.

UFCAS Executive Committee, 1988 January-April Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee, 1987 Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee, 1986 Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee, 1985 Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee, 1984 August-December Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee, 1984 January-July Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee Minutes and Agenda, 1990 Box 30

UFCAS Executive Committee Minutes and Agenda, 1988 Box 30

UFCAS Executive Committee, 1989 Box 30

Scope and Contents

Includes correspondence and rosters.

UFCAS Executive Committee Minutes and
Agenda, 1989 Box 30

Committee on Courses of Instruction Annual
Report, 1990-1991 Box 30

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