

College of Liberal Arts
Office of the Dean
William W. Whitehouse

Papers, 1921-1947
(Predominately 1939-1945)

6 Linear Feet

Accession Number 3

The papers of the College of Liberal Arts, Dean William W. Whitehouse, were placed in the University Archives in April of 1958. The papers include some files of Whitehouse's predecessors Wilford Coffey and Albertus Darnell.

The forerunners of the College of Liberal Arts were the Detroit Junior College, established by the legislature in 1917, and its replacement, the College of the City of Detroit, established in 1923. Under the Detroit Board of Education, Liberal Arts and five other colleges were organized as a university in 1933 and called the Colleges of the City of Detroit. In 1934 the name was changed to Wayne University.

William W. Whitehouse served as Dean of the College of Liberal Arts from 1939 to 1945. During that time Liberal Arts, like the University in general, was basically concerned with adapting its programs to meet the educational needs of its students and the country during a world war. New courses were offered; student education was interrupted by the draft or enlistment; faculty recruitment and deferrment were time consuming. College enrollment dropped from 4,139 in the fall of 1939 to 2,198 in the fall 1944. Anticipating the increase enrollment due to returning veterans (2,586 total enrollment in fall, 1945 and 4,765 in fall, 1946), the College and University began planning veterans' counseling, expanded programs, and education for a peace time environment. During Dean Whitehouse's tenure, Liberal Arts encountered tremendous change, mainly due to the war but also due to Wayne's desire to firmly establish itself as a respectable educational institution.

Before coming to Wayne University in 1939, William W. Whitehouse had a long association with Albion College, Albion, Michigan. He was a professor of sociology from 1922 to 1929 and then served as its Dean from 1929 to 1939. Whitehouse left Wayne in 1945 to return to Albion as its President, a position he held until his retirement in 1960. He received honorary degrees from the University of Michigan, Wayne State, Michigan State, and Ohio Wesleyan Universities, and Albion and Adrian Colleges. In 1972 Albion College raised and received matching funds to be used toward the establishment of a \$1.5 million William Whitcomb Whitehouse Endowment for Ethics and Culture. The purpose of the Endowment is to attract and retain extraordinarily gifted faculty and students.

The papers of the College of Liberal Arts, Office of the Dean, William W. Whitehouse, reflect the role of the College during World War II, the interaction between students and the College, as well as the College's development, policies, procedures and personnel. Of particular interest are the departmental files which document the early history and growth of many of the departments.

Important subjects covered in the collection are:

Air cargo research 1943-1945
Alpha Kappa Psi 1941-1942
Art Department 1930-1938, 1940-1944
Biology Department 1929-1932, 1935-1945
Business Administration Department 1934-1945
Central High School budget and personnel 1921-1924
College of the City of Detroit budget and personnel 1925-1934
Detroit Junior College budget and personnel 1921-1924
Detroit Teachers College budget and personnel 1931-1932
Economics Department 1930-1945
English Department 1929-1945
Faculty and part time instructors 1939-1946
Folklore (archives) 1940
Government Department 1930-1943
Home Economics Department 1929, 1930, 1932, 1935-1945
Journalism Department 1943-1945
Music Department 1931-1934, 1937-1945
Nursing Alumnae Constitution c.1933
Nursing Department 1930, 1931, 1934-1945
Nursing Extension Courses, Michigan State Program for
Pharmacy, College of 1929, 1930, 1942, 1943
Physics Department 1930-1932, 1936, 1937-1946
Psychology Department 1930-1932, 1936-1946
Public Affairs and Social Work, School of 1937-1946
Social Work Department 1937-1946
Sociology Department 1937-1946
Spectroscopy 1942, 1944
Speech Department 1937-1946
Student educational inquiries and difficulties

Among the correspondents are: (an index to these will be found on the last page of the guide)

Brown, Herbert C. (Chemistry)
Chamberlain, Katharine (Physics)
Coffey, Wilford (Dean, College of the City of Detroit)
Conklin, Louise, (Music)
Creaser, C.W. (Biology)
Darnell, Albertus (Dean, College of Liberal Arts)
Faville, Katharine (Nursing)
Henry, David D. (Executive Vice President)

Lakey, Roland T. (Pharmacy)
Larsen, Spancer A. (Air cargo research)
Levin, Samuel M. (Economics)
Miller, Raymond C. (History)
Redl, Fritz (Social Work)
Scott, Preston H. (Speech)
Shurley, M.C., Burt R. (Board of Education)
Skaggs, E.B. (Psychology)
Turgeon, Arthur C. (French)
Upson, Lent D. (Public Affairs and Social Work)

Contents

12 Manuscript boxes

Series I College and University files, 1921-1947; Boxes 1-5, Box 6 (folders 1-16)

Records relating to the College of Liberal Arts and Wayne University and including subjects such as budget, personnel, policies and procedures. There is also material on Central High School, Detroit Junior College and the College of the City of Detroit.

Series II Departmental files, 1929-1946; Box 6 (folders 17-29), Boxes 7-10, Box 11 (folders 1-22)

Files of Deans Whitehouse, Darnell and Coffey documenting the growth and development of departments within the College of Liberal Arts.

Series III Non-University files, 1938-1945; Box 11 (folders 23-36), Box 12 (folders 1-16)

Mainly correspondence with community and professional organizations as well as with other colleges and universities.

Series IV Correspondence file, 1939-1945; Box 12 (folders 17-36)

Correspondence within and outside of the University including student correspondence and educational difficulties encountered by students.

Series I

College and University files, 1921-1947
Boxes 1-5, Box 6 (folders 1-16)

Correspondence, minutes, reports and financial data relating to the College of Liberal Arts as well as Wayne's other colleges, departments and units. The files cover the period 1921 to 1947 but are mainly concentrated between 1939 and 1945. This series has material on personnel, policies, procedures, budgets

and committees. Central High School, Detroit Junior College and College of the City of Detroit, budget and personnel records are found in the "Budget" folders. The "Faculty" folders include degrees, salaries and classes of Wayne Faculty. The files of this series are arranged alphabetically by subject with the exception of biographical data on Whitehouse which precedes the subject files. Additional material relating to the College and the University may be found in Series IV.

Box 1

1. Whitehouse, William
2. - Swing Out Address, June 1945
3. Admissions, 1941-1945
4. Adult Education, 1942, 1943
5. Aeronautical Training, January-February, 1940
- 6-8. Air Cargo Research, n.d., 1943, March, 1944 - June, 1945
9. Army Specialized Training Program (ASTP), 1943, 1944
- 10-23. Budget, 1921-1943
24. Budget-Personnel, 1938-1942
- 25-26. Building Programs, n.d., 1943, 1944

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1. Building Program - Projected Campus, n.d., 1942, 1944
2. Bulletins Publications Schedule, 1941
3. Board of Governors, proposed University, n.d., 1941, 1942
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- 5-6. Catalog Alterations
7. College of the City of Detroit - Articles of Incorporation
8. Collegian Articles, 1939, 1940
- 9-12. Committees, n.d., 1939-1945
- 13-14. - Committee on Instruction, 1940, 1942, 1943
15. - Curriculum Committee, 1939, 1940
16. - Curriculum Committee Reports, 1939, 1940, 1947
17. - Promotions Committee, 1944, 1945
18. Consumer Education Center
19. Cooperating Institutions, c. 1939-1942
20. Counselors and Counseling, n.d., 1939-1942
21. Courses and Course Material Fees, 1940-1943
22. Degrees and Certificates Granted to 1940
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- 4-7. Enrollment, n.d., 1938-1945
- 8-9. Equipment Requests and Budget, 1941-1944
10. Evening School, 1927-1931, 1936, 1937, 1940
11. - Special Lecturers' Payroll, 1930, 1931
- 12-14. Faculty, 1941-1946
- 15-17. - Part Time Instructors, 1939-1941
- 18-19. Finance, Division of, 1941-1945
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- 25-32. Henry, David D., 1939-1944

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- 1-4. Henry, David D., 1945
- 5. Honor Point Average, 1940
- 6. Junior Colleges, n.d., 1941, 1942, 1944
- 7. Kappa Kappa Psi, 1940
- 8-13. Kresge-Hooker Scientific Library, n.d., 1939, 1941-1945
- 14-15. Labor Programs, n.d., 1942-1947
- 16. Liberal Arts, College of - Annual Report Material, 1939, 1940
- 17. Liberal Arts, College of - Annual Report, 1939, 1940
- 18. - Annual Report Material, 1941-1945
- 19-21. - Annual Report, 1942-1945
- 22. - Curriculum, Placement, n.d., 1939-1941
- 23. - Faculty Assembly, 1939, 1941, 1944, 1945
- 24. - Faculty Council, n.d., 1937, 1938, 1940-1945
- 25. - Faculty Council Minutes, 1944, 1945
- 26. - Manual of Procedures, c. 1944-1945
- 27. - Office Manual, 1943
- 28. - Reception, 1942
- 29. Library, 1931, 1932, 1942-1944
- 30. Majors, Departmental, 1940
- 31-32. Medical Technology, n.d., 1939-1945
- 33-34. Medicine, College of, 1940-1945

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- 1. Michigan Higher Education, 1944
- 2. Mortuary Science, 1943
- 3. National Youth Administration, 1940-1942
- 4. Orientation Program, 1941-1945
- 5. Optometry, Report on Survey of Curriculum in, 1944
- 6. Personnel, n.d., 1943
- 7-8. Pharmacy, College of, 1929, 1930, n.d., 1942, 1943
- 9. Phi Beta Kappa, 1943, 1944
- 10. Policy, n.d., 1940-1942
- 11-12. Post-War Planning Departmental, n.d., March-May, 1944
- 13. Records Office, 1939-1942, 1944
- 14. Registration, 1940, 1941, 1943-1945
- 15-17. Religious Education and Affiliations, 1939-1945
- 18. Room Utilization Studies, 1943
- 19. Salaries and Promotions, n.d., 1943
- 20. Sigma Xi, 1943
- 21. Scholarship Honor Society, 1941-1945
- 22-24. Scholarships and Loans, 1941-1945
- 25. Stationery Orders, 1940, 1942-1945
- 26-27. Student Activities, 1940, 1942-1944
- 28. - Employment Survey, September, 1944
- 29. Student Activities, 1945
- 30. Student Health, 1940-1942, 1944
- 31. Student Personnel, Division of, 1940, 1941

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- 1-2. Veterans, January-June, 1945
3. - Notes on the Veteran Program, c. 1945
4. War Courses and War Related Material, n.d., 1940
5. Wayne University and the National Defense - Preliminary Report, January, 1941
6. War Courses and War Related Material, January-October, 1941
7. Wayne University Summary of Training Proposals for Consideration of the Armed Services, November, 1942
- 8-11. War Courses and War Related Material, November, 1942 - August, 1944
12. Wayne University - Annual Institutional Report Blank Forms
13. - Miscellaneous, n.d., 1942-1944
14. - Operating Cost, c. 1939
15. - Red Cross and Community Fund Drive, 1944, 1941
16. Wayne University Club, 1940, 1945

Series II

Departmental files, 1929-1946

Box 6 (folders 17-29), Boxes 7-10, Box 11 (folders 1-22)

Series II contains correspondence, reports, minutes and budgetary data for departments within the College of Liberal Arts for the period 1929-1946. It includes some material of Deans Coffey and Darnell. In many instances the files document the early history, growth and development of departments. They deal with budgetary difficulties, personnel, courses, policies, space limitations and student problems. Some of the departments such as business administration and nursing later became colleges. Material on the Speech Department will be found in Speech and English files. The School of Social Work was originally part of the School of Public Affairs and Social Work. Social Work records will be found under three headings: Government, Public Affairs and Social Work, and Sociology. The files in Series II are arranged alphabetically by department. Additional material on departments may be found in Series I and IV.

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- 21-25. Biology, n.d., 1929-1932, 1935-1945
- 26-29. Business Administration, 1934-1942

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- 1-3. Business Administration, 1943-1945
- 4-6. - Retail Merchandising, n.d., April, 1944-1945
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- 8-10. Chemistry, 1939-1945
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- 1-3. German, n.d., 1930, 1932, 1937-1945
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- 9. Greek and Latin, 1930, 1931, 1942-1945
- 10. History, 1937-1943, 1945
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- 20-22. Journalism, July, 1943-1945
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- 1-3. Mathematics, 1931-1946
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- 10-25. Nursing, 1930, 1931, 1934-1945
- 26. - Katherine Faville, 1943, 1944

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- 1. Nursing - Alumnae Association Constitution, c. 1933
- 2. - Basic Defense Program Correspondence, 1941, 1942
- 3. - Basic Defense Program Report, September, 1941 - June, 1942
- 4. - Basic War Program Report, 1943
- 5. - Building, n.d., 1942
- 6. - Michigan Training Camp, 1942, 1943
- 7. - Public Health Nursing, 1943-1944
- 8-10. Nursing Extension Courses, Michigan State Program for
- 11. Occupational Therapy, n.d., 1944
- 12. Philosophy, 1938, 1940, 1942, 1945
- 13-16. Physical Education, 1929-1933, 1936-1942, 1944
- 17-19. Physics, n.d., 1930-1932, 1936, 1939-1945
- 20. - Spectroscopy, 1942, 1944
- 21. - Report...Spectrographic Laboratory at Wayne University, c. 1944
- 22. - Study of Ultra-violet Transmitting Glass, c.1930
- 23-26. Psychology, n.d., 1930-1932, 1936-1946
- 27. Public Affairs and Social Work, School of, 1937-1939

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- 1-4. Public Affairs and Social Work, School of, 1940-1946
- 5. Russian, 1943, 1944, 1946
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- 14-15. Spanish, 1931, 1932, 1936-1946
- 16-22. Speech, 1937-1946

Series III

Box 11 (folders 23-36), Box 12 (folders 1-16)

Series III includes some reports but consists mainly of correspondence with community and professional organizations and other colleges and Universities. The files are arranged alphabetically by organization and institution. Additional material may be found in Series IV.

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23. American Association of University Professors, 1943, 1944
24. American Association of University Women, 1942, 1943
25. American Council on Education, 1942, 1943
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3. Economics Club of Detroit, 1941
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5. Michigan Association of Collegiate Registrars, 1942
6. Michigan Association of Junior Colleges, 1943, 1944
7. Michigan College Association, n.d., 1942-1945
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12. North Central Association, n.d., 1940, 1941, 1943-1945
13. Ohio University, 1940, 1941
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15. Schoolmasters' Club, 1944, 1945
16. Teachers' Retirement Fund, 1943, 1944

Series IV

Correspondence file, 1939-1945

Box 12 (folders 17-r36)

University and non-University correspondence from 1939 to 1945 is arranged alphabetically by correspondent with the exception of student correspondence which is arranged chronologically. The student files relate to grades, courses, war-time credit and educational difficulties encountered by students. Correspondence in this series may relate to subjects, departments, organizations and/or institutions found in the rest of the collection.

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- 24. C
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- 26. E-G
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