

**BUSINESS AND FINANCE VICE PRESIDENT
DAVID R. BALDWIN**

**Papers,
(Predominately 1969-1972)**

27 linear feet

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David R. Baldwin was appointed to the position of Vice President of Business and Finance by Wayne State University President William R. Keast. His appointment began February 1, 1969, replacing Olin E. Thomas who had retired from WSU in 1968 after nearly forty years of service to the University. Baldwin came to Wayne after more than twenty years in public administration. His last position was assistant secretary for administration in the U.S. Department of Commerce.

Under Baldwin's direction were Assistant Vice President for Business James A. Lewis and Assistant Vice President for Finance Clifford M. Van Buskirk and later John L. Green. Activities supervised by Baldwin include Accounting, Bookstores, Budget, Building Services, Housing, Internal Auditor, Parking, Personnel Services, Public Safety, and Purchasing.

The papers of Vice President for Business and Finance consist of budget material, correspondence, financial records, minutes, personnel records, and staff benefits, reports related to the activities of David R. Baldwin. They heavily reflect the personnel aspects of Baldwin's office.

Non-Manuscript Material:

Several photographs have been transferred to the Archives Audiovisual Collection. Also, several reports and publications were transferred to the Archives Library.

Important subjects in the collection:

Accounting
Administrative Services Building
Affirmative Action Program
Arthur Young and Company
Auditors
Board of Governors
Bookstore
Budget Committee, University
Building Repair
Building Services
Buildings (Property)
Center for the Study of Peace and War
Civil Defense
Civil Rights
College Bowl
Computing and Data Processing
Distributive
Services Fair
Labor Standards
Act

Food Service
Foreign Student Office
Holiday Observance
Housing
Information Center
Insurance, Staff
Insurance, Students
Internal Auditing Department
Internal Auditing Department
Labor Relations
Liberal Arts, College of
Mackenzie Hall
Mail Department
McGregor Memorial Conference Center
Medicine, School of
Monteith College
Mortuary Science
New Detroit, Inc.
Parking
Personnel
Physical Plant
PIRGIM
Plans for Progress (federal program)
Printing Department
Professional and Administrative Association
Property
Public Safety Department
South End, The
Staff Benefits Office
Telephone System
Travel Office
University Buildings/Property
University Center Building
University City
Urban Renewal
Wage and Price Freeze
Wayne State Fund

Important correspondents in the collection:

Bohm, Henry V.
Cambel, Ali B.
Collins, Richard E.
Cushman, Edward L.
Eagloski, David
Green, John L., Jr.
Gullen, George E., Jr.
Harbison, Winfred A.
Keast, William R.
Van Buskirk, Clifford M.

Vice President for Business & Finance
David R. Baldwin Collection

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15-14	Theater; WSU, 1968-71
22-6 thru 7	Ticket Office, 1969-71
22-10 thru 12	Travel Office, 1969-73

Vice President for Business & Finance
David R. Baldwin Collection

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<u>Box-folder</u>	<u>Folder heading</u>
22-8	Travel Office; procedures, 1968
22-9	Travel Office; reports, 1969
15-15	Tuition, 1970-72
16-29	Tuition and Fees, Committee to Study, 1970
2-22 thru 23	Unemployment Compensation Insurance, 1969-72
4-14	Union material, 1969-72
4-15	Union material; contract, 1968
5-13 thru 15	University Apartments, 1972
18-11 thru 12	University Council Meeting, 1969-72
15-18	University Development, 1969-71
15-19	University Enrollment and Credit Hour Distribute, 1970-71
24-17	University General Fund, 1969
15-20	University Investment Program, 1971
15-21 thru 22	University Press; correspondence, 1969-73
15-23	University Press; meetings, 1969
16-2	University Relations, 1969-71
24-20	University Research Activities Account, 1969
10-14	Upward Bound, 1969
16-3	Upward Bound, 1972
16-5 thru 6	Urban Extension, Division of, 1969-72
16-4	Urban Extension, Division of; booklets, 1969-71
7-1	Urban Renewal, n.d.
15-17	Urban Renewal; University City, 1972
16-12	Vice President for Special Projects; correspondence, 1971-72
16-18	Vice President Student Affairs; Ad Hoc Committee on Selection of, 1969
2-25	Voluntary Accident Insurance, 1970
16-13	Wage and Price Freeze, 1971-72
18-13	WASCO, 1969
16-14	Wayne County Community College, 1970-71
16-15	Wayne State Fund, 1969-72
16-16	WDET; personnel, 1971-72
16-17	WICHE; Management Information System, 1971-72
17-1	WICHE; University Data Base Commission, 1972
4-19	Work-men's Compensation; reports, 1969-71
4-16	WSU Staff Association, 1969-72