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
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Insurance, Staff
Insurance, Students
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Internal Auditing Department
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Liberal Arts, College of
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Mail Department
McGregor Memorial Conference Center
Medicine, School of
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Personnel
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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.
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David R. Baldwin Collection

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