

**INVENTORY FOR THE NEUMANN LIBRARY RECORDS,  
1980-2001 (#2003-0005)**

Records kept by the library's office managers. Records include correspondence, reports, financial items, budgets, issues important to the library and librarians, historical features. Most of the records were kept in the order they were donated. Few changes were made to some of the topic headings.

Processed by Anna Peebler, December 2003

<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
1			
	1-11	Academic Council	1993-96
	12	American Express (library account)	1995-96
2	1-15	Annual Report	1980-1998
	16	Support Services	1984-86
	17-18	Technical Services	1988-91, 1993
3		Archives	
	1	Annual Reports	1992-96
	2	Collections	1990-93
	3	Correspondence & Memos	1991-97
	4	Policies & Functions	1991, ND
	5	Printed Matter	1994-95
		Audiovisual Services	
	6	Report to President Goerke	1991
	7	Unit Report to SACS	1991
	8-9	Bar Code Information	1981
	10-12	Budgets	1983-86
4	1-12	Budgets	1986-1995
5	1-5	Budgets	1996-99
	6	Budget Planning System	1993
	7	By-laws & Governance of Librarians	1988
	8	By-laws of other libraries	1986, 1995
	9-10	CALLR (Consortium of Academic Libraries & Learning Resources)	1995
	11	Carrel Lockers	1988
	12	CD Rom	1988-91
	13	Charge Accounts	1994
	14-15	Collection Development Policy	1991
6	1	Component Analysis	1993
	2-11	Computing Services Advisory Council	1994-98
	12	Consultants	1993
7	1-4	Copyright	1996-2000
		Correspondence	
	5	Garrett, Patricia J.	1992-94
	6	General	1993
	7-10	McCord, S. Joe	1994-2001
	11	Memos	1995-99
	12	CWIS (Campus Wide Information System ?)	1994
	13-15	Directors Meetings	1996-99
8	1	Distance Learning	1996-2001

	2	Document Delivery	1996
		Donations	
	3-11	Books & periodicals	1994-98
9	1-4	Books & periodicals	1999-2001
	5	Funding Our Future	1994
	6-8	Memorial Fund	1991, 1994-98
	9	To other institutions	1988-1994
	10-12	Enrollment Profile	1984
10	1-12	Enrollment Profile	1986-87, 1989-92
		Equipment	
	13	Change Machines	1988-95
	14-15	Fax machine	1989-94
	16-18	Hewlett-Packard System	1996-99
11	1-2	Photocopy Machines	1992-98
	3-11	Maintenance Contracts	1993-97
12	1	Readings	1998-99
	2-3	Rental Agreements	1996-97
	4-6	Revenue	1996-97
	7	Reading Machine for the Blind	1986
	8	Faculty Publications	1980s-90s
	9	Fees Procedure	1989-96
	10	Financial Record System (FRS)	1990
	11	Fire Prevention (Halon 1301 system)	1991
	12	Flood in the library	1987
		Friends of the Neumann Library	
	13	Book sale	1999
	14	General Information (history)	1996
	15	Minutes	1998-99
	16-18	Receptions	1998-2000
13	1-3	Printed Matter	1990s
	4	Galveston Bay Information Center	1992
		Grants	
	5	"Grant Reporter" newsletter	1995-96
	6-8	TQM Grants	1993, 1997
	9	Gulf Coast Education Network	1999
	10-11	Gulf Coast Knowledge Utility	1997
	12	Houston Job Training Plan for High Schools	Nd
	13	Initial Operating Plan (IOP)	1993
	14	Intellectual Property Policy	1988
14	1-2	International Technical Art Competition	1986-87
	3	Kinko's Account	1993
	4	Key Holders	1988, 1995
	5	Learning Assessment Workshop	1996
	6-10	Learning Resources Review Center	1984-99
15	1-2	Legislature and Library Issues	1991-95
	3-5	Librarians' Issues (memos, articles, etc)	1990-91
	6-7	Library Advisory Committee	1995-96
	8	Library World Wide Web Committee	1997
16	1-2	Library Retreats	1996, 1998
	3-8	Library, Research & Computing Committee (LRCC)	1994-97
	9	Lounge Furniture Committee	2001
17	1	Memos	1984, 1990s
		Travel	
	2	Vouchers	1998
	3	Requests	1997

4	McCord, S. Joe (not paid by the university)	1998
5	University Support Account	1998
6	Workshop – Exploring the Internet	1995
7-11	University of Houston – Fort Bend	1996