



Fontbonne University Records (S0680)

Collection Number: S0680

Collection Title: Fontbonne University Records

Dates: 1917-2023

Creator: Fontbonne University

Abstract: The Fontbonne University Records consists of meeting minutes, photographs, course syllabi, journals, bylaws, and correspondence pertaining to the university's 101-year history of providing undergraduate and graduate degrees to students in the St. Louis area and the United States. Founded in 1923 by the Sisters of St. Joseph, Fontbonne was initially a women's college before admitting male students in the 1970s.

Collection Size: 131.0 cubic feet
(1582 folders, 621 volumes, 35 VHS tapes, 10 DVDs, and 16 film reels, 1 external hard drive, 1 USB drive, 1 oversize folder)

Language: Collection materials are in English.

Repository: The State Historical Society of Missouri

Restrictions on Access: Collection is open for research but may be stored offsite. This collection is available at [The State Historical Society of Missouri Research Center-St. Louis](#). If you would like more information, please contact us at stlouis@shsmo.org. Collections may be viewed at any research center.

Restrictions on Use: The Donor has given and assigned to the University all rights of copyright, which the Donor has in the Materials and in such of the Donor's works as may be found among any collections of Materials received by the University from others.

Preferred Citation: [Specific item; box number; folder number] *Fontbonne University Records* (S0680); The State Historical Society of Missouri Research Center-St. Louis [after first mention may be abbreviated to SHSMO-St. Louis].

Donor Information: The records were donated to the University of Missouri by Nancy Blattner on October 29, 2024 (Accession No. SA4720).

Processed by: Processed by AJ Medlock, December 2024. Revised by Reilly McDonald, August 2026.

Historical Note:

The history of Fontbonne University stretches back to 1808, when the Congregation of the Sisters of St. Joseph was re-founded by Mother St. John Fontbonne following their dissolution during the French Revolution. Almost three decades later, the Congregation immigrated to the United States, where they settled in the community of Carondelet in St. Louis, Missouri, where they subsequently became known as the Sisters of St. Joseph of Carondelet.

In 1840, the Sisters opened St. Joseph's Academy, a Catholic, private college preparatory high school for young women. Moving into the early 20th Century, the Sisters recognized the growing need for an institution dedicated to providing higher education for women. In 1923, Fontbonne College was established in Carondelet to fulfill that need. Two years later, in 1925, the college would move to its last location in Clayton, Missouri.

In its first few decades, Fontbonne College provided liberal arts education to hundreds of women. In 1950, its course catalog expanded to include general and special education, with a particular focus on deaf education. The 1970's brought immense change to Fontbonne following The Fontbonne 8's public library sit-in, which was successful in achieving key points of racial equality, as laid out in the *Black Manifesto*. In the same decade, the college became co-educational and the curriculum continued to expand.

To reflect its continuing expansion in both enrollment and curriculum, the college officially renamed itself Fontbonne University in 2002. This growth, however, would cease and the university saw a significant drop in enrollment from 2012 to 2022. In 2024, the university announced its official closure.

Arrangement:

The collection has been arranged in the following 12 series, with 52 subseries and 13 sub-subseries.

History

- Anniversaries

Executive Leadership

- Charter and Corporation

- Board of Directors

- Committees

- President

- Jane Kehoe Hassett

- Meneve Dunham

- Dennis C. Golden

- North Central Association of Colleges and Secondary Schools

- Strategic Planning

Finance and Administration

- Policy Manuals

- Ledgers

Faculty General Assembly

- Committees
- Academic Affairs
 - Manuals and Handbooks
 - Programs
 - College of Education and Allied Health Professions
 - Communication Disorders/Deaf Education
 - Education and Special Education
 - Social Work
 - Family and Consumer Sciences
 - Nursing
 - College of Arts and Sciences
 - English
 - Theatre and Performing Arts
 - Music
 - Eckelkamp College of Global Business and Professional Studies
 - Online Learning
 - Dedicated Semester
 - Library
 - Athletics
 - Student Theses
 - Bound Student Theses
 - Practicums
- Enrollment Management and Marketing
 - Handbooks
 - Planners and Calendars
 - Photographs
 - Reports
- Student Affairs
 - Bound Materials
- Photographs
- Subject Files
 - Academics
 - Advancement
 - African American Student Sit-In
 - Alumni
 - Athletics
 - Buildings
 - Capital Campaigns
 - Catholicism
 - COVID-19 Response
 - Departments and Academic Programs
 - Faculty and Staff
 - People
 - Sisters of St. Joseph of Carondelet
- Audio-Visual
 - VHS Tapes
 - DVDs
 - Reel-to-Reel Tapes
- Oversize
 - Executive Leadership

- Finance and Administration
- Enrollment Management and Engagement
- Student Affairs
- Photographs
- Architectural Plans

Addenda

- Academic Affairs
- Advancement
- Buildings and Grounds
- Enrollment Management and Engagement
- Executive Leadership
- Faculty
- Photographs
- Student Affairs
- Oversize

Scope and Content:

Histories

The Histories series contains books, correspondence, essays, sheet music, and a timeline created by Fontbonne officials chronicling the university's history. Featured prominently in this series is Jane Kehoe Hassett's *As Strong as the Granite: Vitality and Vision: Fontbonne at 75*. Hassett recounts the university's growth and development from its founding in 1923 to its 75th anniversary in 2000. The text includes brief biographies of Fontbonne's presidents, faculty, and trustees. This series also includes *Fontbonne University: A Centennial of Service to the Dear Neighbor*. The book, written by Brian J. Metz, Fontbonne's former Sisters of St. Joseph's Endowed Chair of Catholic Thought, chronicles much of the same topics as Hassett's previous effort while providing an additional chapter covering the university's history from 2000 to 2023. The materials in this series are arranged alphabetically and date from 1924 to 2023.

Executive Leadership

The Executive Leadership series consists of correspondence, meeting minutes, newspaper clippings, and reports created by Fontbonne officials to develop policies ensuring the University achieved its mission to provide students with high-quality education, enabling them to become "global citizens" dedicated to the "common good." This series is divided into five subseries, reflecting the governing entities involved in the university's top-level policy formulation:

Charter and Incorporation, Board of Trustees, President, and Strategic Planning.

The Charter and Incorporation subseries contains bylaws, leases, correspondence, and meeting transcripts documenting the revisions to the university's governance structure throughout its 100-year history: these changes include the university's termination of its corporate college arrangement with St. Louis University in 1957, followed by legal ownership of the university transferring from the Sisters of St. Joseph of Carondelet to a secular Board of Trustees in 1968. For example, "Charter Day Proceedings," an 82-page transcript of discussions between Fontbonne's faculty and staff, held on September 21, 1967, provides a brief glimpse into the university's move towards secular governance. The materials in this series are arranged chronologically and date from 1917 to 1989.

The Board of Trustees subseries primarily contains meeting minutes regarding the Board's primary function to define the university's general, educational, and financial policies. The minutes of the Board's general meetings are the most notable aspect of this series. The minutes encompass brief reports from the Board's various committees, updates from Fontbonne's President about the campus, and trustee nominations. The minutes also include statistical information about first-year student attitudes, ranging from political views to academic engagement. Also included in this series are handbooks, rosters, motions, and newspaper clippings. The meeting minutes and committee files appear first in this series; the remainder of the materials are arranged alphabetically and date from 1917 to 2015.

The Committees sub-subseries consists of meeting minutes created by the Executive, Finance, Academic and Student Affairs, and Future Planning Committees. The committees executed the Board's primary objective—establishing policies governing Fontbonne. The Board members' discussions in the Development Committee files illuminate their policy role and commitment to ensuring Fontbonne's financial stability. In the meeting minutes, committee members discuss long-term fundraising goals, prospective contacts with corporations and foundations, and effectively communicating Fontbonne's story with donors. This sub-subseries' arrangement is chronological and then alphabetical; a folder titled "Committee Proposals" appears last in this series. The inclusive dates in this series are 1968-2007.

The President subseries contains correspondence, meeting minutes, programs, and reports charting the President's role as the chief executive officer of the university responsible for implementing the Board of Trustees policies through oversight of Fontbonne's administrative functions. As such, the President was accountable to the Board of Trustees, who appointed the President; personnel reporting directly to the President were the Chief Financial Officer and the Vice Presidents for Academic Affairs, Enrollment Management and Engagement, and Advancement. The materials in the President subseries date from 1932 to 2023.

Appearing first in this subseries are the meeting minutes for the President's Executive Council, an advisory board comprised of faculty and staff that met with Fontbonne's President between Faculty General Assembly meetings. Following the Advisory Council are the President's Reports. Fontbonne published these reports annually; they typically entailed a brief essay from the President highlighting Fontbonne's recent achievements, financial information outlining Fontbonne's revenue and expenses, and an 'honor roll' of the University's monetary donors. Files titled 'Biographies,' "Inaugurations," and "President Search" are next in this subseries.

The last (and most extensive) portion of this series contains materials about the various individuals who occupied the office of the President at Fontbonne. The materials are arranged according to the years they served in the office. However, most of Fontbonne's Presidents are not represented; the Jane Hassett Kehoe, Meneve Dunham, and Dennis C. Golden files are the most comprehensive administrations highlighted in this sub-subseries.

The Jane Kehoe Hassett sub-subseries contains newspaper essays, lectures, and newspaper clippings, primarily documenting Hassett's Presidency from 1972 to 1984. Materials of interest consist of speeches Dr. Hassett gave as President, delineating her educational philosophy, the future of higher education, and the position of women in the Catholic Church. The Materials in this sub-subseries are arranged alphabetically and date from 1967 to 2012.

The Meneve Dunham sub-subseries contains correspondence and articles published in *Fontbonne Magazine* during Dunham's Presidency. Materials of interest include articles about

Dunham's inauguration and interviews about her career and time at Fontbonne. The materials in this sub-subseries are arranged alphabetically and date from 1985 to 1994.

The Dennis C. Golden sub-subseries consists of correspondence, newspaper clippings, programs, and reports reflecting Golden's presidency from 1995 to 2014. Golden's files on Ex Corde Ecclesia comprise the bulk of this sub-subseries. Translated in English as 'From the Heart of the Church,' Pope John Paul II was the driving force behind this apostolic constitution, which he implemented in the early 1990s to redefine the mission and identity of Catholic colleges and universities. Many Ex Corde Ecclesia materials contain correspondence between Golden and various Catholic officials, including Archbishop Justin Rigali, about how Fontbonne complied with Ex Corde Ecclesia. The materials in this sub-subseries are arranged chronologically and date from 1994 to 2014.

The North Central Association of Colleges and Secondary Schools (NCA) subseries contains correspondence and reports documenting Fontbonne's efforts to maintain its educational accreditation. NCA was responsible for regularly evaluating member universities, colleges, and schools to certify their educational accreditation. This accreditation process ensured Fontbonne received federal funding and assured prospective students that the university was an acceptable institution of higher learning. Self-study reports constitute the majority of this series. Authored by Fontbonne university officials and departments, these reports provide a high-level overview of Fontbonne's administrative structure, recent achievements accomplished near the time of the reports publication, self-identified strengths and weaknesses within each department, and long-range planning to improve Fontbonne's educational services. The materials in this subseries are arranged alphabetically and date from 1966 to 2009.

The Strategic Planning subseries consists of strategic and long-range plans developed by Fontbonne officials to identify long-term goals to improve and enhance the university's mission. Some items of interest include several five-year plans identifying measurable goals and strategies to increase fundraising and student enrollment, capital improvement projects, and enhance course offerings. In some cases, the reports identify the campus departments and employees responsible for achieving these goals and a timeline for completion. The materials in this subseries are arranged alphabetically and date from 1983 to 2021.

Finance and Administration

The Finance and Administration series consists of ledgers and policy manuals documenting the office's responsibility for the university's business, human resources, building and grounds, general services, and public safety. This series is divided into two subseries: **Policy Manuals** and **Ledgers**.

The Policy Manuals subseries consists of policy manuals distributed by Fontbonne to campus stakeholders explaining the university's governance and administrative structure. These manuals contain detailed chapters about the roles and functions of various campus governing bodies, such as the Faculty General Assembly and the committees under its umbrella responsible for assisting the President and Board of Trustees with formulating Fontbonne's academic policies; campus community policies entailing institutional rules and regulations about disability, sexual harassment, and non-discrimination enforcement; employment policies disseminating information about employment benefits, personnel records, and wage and payroll guidelines; and

faculty employment rules regarding contracts, faculty status, and procedures for advancement. This subseries is arranged chronologically and dates from 1969 to 2023.

The Ledgers subseries contains three ledgers documenting Fontbonne's profit and loss accounts from 1925 to 1941. The itemized lists include profit and loss statements for various supplies and human resources needed to keep Fontbonne operating; these include instructors' salaries, advertising, janitorial supplies, library equipment, and building maintenance. Each statement sheet consists of the date of the purchase, the items obtained through the transaction, and their cost. The ledgers are arranged chronologically.

Faculty General Assembly

The Faculty General Assembly (FGA) series contains meeting minutes documenting FGA's mission to draft guidelines and procedures governing Fontbonne's academic life. During its existence, FGA's policymaking purview included academic standards, admissions, attendance, curriculum development, faculty concerns, grading systems, recommendations for degrees and honors, and rank and tenure. Additionally, FGA advised the Board of Trustees on budget, public relations, salaries and benefits, and student discipline. Members with a voice and vote in FGA included full-time faculty and librarians, teaching faculty and librarians with academic year pro-rate appointments, college deans, the provost, and the President. Non-voting FGA members consisted of administrative staff, such as the Dean of Students, the Director of Athletics, and the Registrar.

The meeting minutes chronicle the work of the committees assigned by FGA to execute its policymaking functions; these included committees on teacher education, faculty affairs, and graduate academics. Also included in this series are faculty meeting minutes pre-dating FGA's formation in 1968. The debates in the early minutes mirror their successor, with discussions focused on accreditation, salaries, and professional ethics. The materials in this series are arranged chronologically, followed by the minutes of specific FGA committees; they date from 1950 to 2015.

The Committees subseries contains extensive meeting minutes from the Curriculum, Planning and Budget, and Undergraduate Academic Committees. The minutes of the Planning and Budget Committee are of significant interest because they provide an in-depth examination of the debates among faculty about Fontbonne's budgeting and financial outlook. For example, the minutes include faculty comments about Fontbonne's proposed 5% tuition increase for the 1987-1988 academic year. Committee members worried that the potential tuition increase would outpace the rate of inflation, resulting in Fontbonne outpricing itself in the local higher education market. The materials in this subseries are arranged alphabetically by committee and date from 1970 to 2015.

Academic Affairs

The Academic Affairs series consists of correspondence, manuals, newspaper clippings, photographs, programs, and student theses documenting Fontbonne's core objective to provide academic programs in undergraduate and graduate higher education. This series is divided into nine subseries: **Manuals and Handbooks, Programs, College Education and Allied Health Professions, College of Arts and Sciences, Eckelkamp College of Business and Professional Studies, Library, Athletics, Student Theses, and Practicums.**

The Manuals and Handbooks subseries contain advisory manuals and faculty and part-time faculty handbooks distributed by Fontbonne University to academic advisors and faculty outlining their roles and responsibilities. Faculty handbooks comprise the bulk of this series, which provide information about hiring policies, tenure and non-tenure guidelines, workloads, teaching responsibilities, and grading policies. The academic advisor manuals appear first in this subseries, followed by faculty handbooks, dating from 1963 to 2011.

The Programs subseries contains Baccalaureate and commencement programs for Fontbonne University. The programs provide itineraries for the commencement programs, followed by the names of students awarded degrees from Fontbonne's numerous academic programs (Communication Arts, Deaf Education, etc.). The materials in this series are arranged chronologically and date from 1927 to 2024.

The College of Education and Allied Health Professions subseries contain correspondence, meeting minutes, newspaper clippings, program booklets, and reports chronicling the college's mission to train teachers, special educators, and therapists in a variety of fields, including communication disorders, family and consumer sciences and special education. This series is divided into five subseries: **Communications Disorders and Deaf Education, Education and Special Education, Social Work, Family and Consumer Sciences, and Nursing.**

The Communication Disorders and Deaf Education sub-subseries consists of reports and syllabi documenting the department's mission to train students in deaf education and speech-language pathology. Materials of interest are a speech-language pathology manual developed by faculty, providing an overview of the program, including policies and procedures for interacting with student participants, courses offered, and sample forms for clinical practicums. The materials in this sub-subseries are arranged alphabetically and date from 1940 to 2008.

The Education and Special Education sub-subseries consists of correspondence, meeting minutes, and reports regarding the Department's mission to train teachers in K-12 education. The bulk of this series contains reports submitted by Fontbonne to the National Council for Accreditation of Teacher Education. These reports provide information about teacher education programs offered by the university, statistical data about enrollees in its education programs, admission standards, and instructor CVs. The materials in this sub-subseries are arranged alphabetically and date from 1964 to 2008.

The Social Work sub-subseries contains accreditation reports the department submitted to the National Association of Social Workers' Council for Social Work Education. Materials of interest in this series include accreditation timelines and Benchmark Review Briefs documenting Fontbonne's compliance with the Council's educational standards for social work. The materials in this sub-subseries are arranged chronologically and date from 2003 to 2011.

The Family and Consumer Sciences sub-subseries consists of brochures, cookbooks, correspondence, flyers, syllabi, and reports chronicling the Department's mission to provide accredited degrees in dietetics and nutritional sciences. Featured prominently in this series are cookbooks produced by Camp F.R.E.S.H. (Family, Recreation, Education, Sharing, and Health), a seven-week day camp the Family and Consumer Sciences Department hosted from 2013 to 2015 for children to explore the history and culinary traditions of different peoples. The cookbooks featured the camper's drawings and recipes from various cultures, such as Moroccan

Lemon Chicken Kebobs. The materials in this sub-subseries are arranged alphabetically and date from 1959 to 2017.

The Nursing sub-subseries features a self-study report submitted by the Deaconess College of Nursing (Chamberlain University) to the National League for Nursing Accrediting Commission in 2004. During this period, Fontbonne provided general education courses with the college. The report outlines the program's history, faculty profiles, and the overall curriculum.

The College of Arts and Sciences subseries consists of brochures, correspondence, flyers, programs, scrapbooks, and reports regarding the college's efforts to provide degree programs in the arts, social sciences, natural sciences, and the humanities. The materials in this series are divided into three sub-subseries: **English, Theatre and Performing Arts, and Music.**

The English sub-subseries contains brochures, flyers, programs, and newspaper clippings documenting students with courses focusing on assisting students with developing ideas and logical arguments through writing, literature, and language courses. The highlights of this series are poetry books written by students for their English course assignments. The materials in this sub-subseries are arranged alphabetically and date from 1967 to 2008.

The Theatre and Performing Arts sub-subseries consist of flyers and programs for productions held at Fontbonne Theater. The programs feature brief biographies of the playwrights, cast and production staff listings, local business advertisements, and performance dates. Other highlights in this series are programs for the Mustard Seed Theatre, a theatre company founded by Denna Jent, an assistant professor of Theatre at Fontbonne. The company's productions focused on social justice-oriented themes and received start-up funding from Fontbonne alum; Fontbonne Theatre hosted the productions. The materials in this sub-subseries are arranged alphabetically and date from 1933 to 2018.

The Music sub-subseries contains reports and programs of musical productions hosted by the Music Department. Indeed, the music programs comprise the bulk of the series. The programs provide details regarding the musical compositions, their performers, and the dates of the performances. Also included in this series are two scrapbooks featuring black-and-white photographs, newspaper clippings, and program booklets chronicling the numerous productions hosted by the Music Department, such as the Gondoliers, a comic opera performed at the Fontbonne's auditorium on November 17 and 19, 1950. The materials in this sub-subseries are arranged alphabetically and date from 1921 to 1993.

The Eckelkamp College of Global Business and Professional Studies subseries consists of reports and a proposal documenting the Department's efforts to provide undergraduate and graduate education in business—accounting, digital marketing, and business administration. This series features a program proposal for a Doctor of Science in Administration, outlining the proposed coursework and a petition from students to establish the doctorate program. The materials in this subseries are arranged alphabetically and date from 1987 to 2009.

The Online Learning subseries features program outlines and meeting minutes regarding Fontbonne's efforts to provide online courses to its students. By the time Fontbonne closed in 2025, the University had provided fully online programs in various degrees, such as a Master of Arts in Education and a Master of Management and Leadership. This series includes a comprehensive list of services for online graduate students provided by Fontbonne in 2009; these

services entailed, but were not limited to, online resources provided by Fontbonne's library and e-tutoring support. The materials in this subseries are arranged alphabetically and date from 2007 to 2008.

The Dedicated Semester subseries contains correspondence, speeches, and course outlines about Fontbonne's Dedicated Semester Program, a collaborative educational initiative within Fontbonne that provided lectures, courses, and activities focusing on a single theme in the fall semester. The themes reflected in this series entail identity, immigrant experiences, and the family. The materials in this subseries are arranged chronologically and date from 2007 to 2018.

The Library subseries consists of annual reports, building specifications, histories, and strategic plans regarding the library's mission to provide information resources to Fontbonne studies. Annual reports comprise the bulk of this subseries; they contain information circulation statistics, expenditures, monetary gifts, employees, and acquisitions (books, periodicals, etc.). Also included in this series are design specifications for the Jack C. Taylor Library in 1967. The materials in this subseries are arranged alphabetically and date from 1927 to 2021.

The Athletics subseries consists of programs, a media guide, and an institutional self-study chronicling the Athletics programs at Fontbonne University. Featured prominently in this series are annual Horse Show programs sponsored annually by Fontbonne. During this period, Fontbonne had an equestrian team, which participated in the events. The typical horse show program listed the rules and regulations, local business advertisements, sponsors, and an event itinerary. The materials in this subseries are arranged alphabetically and date from 1934 to 2001.

The Student Theses subseries consists of unbound student theses written by Fontbonne students as partial fulfillment of the bachelor's and master's degrees in Fontbonne's numerous degree offerings, such as a Bachelor of Arts. Although the topics covered in this subseries vary from biology to consumer sciences, some theses also document Fontbonne and local St. Louis history. For example, Nancy Lee Carver's *Alumnae, Department of Home Economics, Fontbonne College*, provides readers with a complete listing of Home Economics alumnae, which entails their photographs, internships, addresses, occupations (as of 1951), and children. The materials in this subseries are arranged alphabetically by author and date from 1931 to 1987.

The Bound Student Theses sub-subseries is similar to the Student Theses and also focus on Fontbonne and St. Louis-area history. Theses of note include Denalee Sheinbein's *Restaurant Sanitation Control* (1947), which analyzed restaurant sanitation policies in University City and St. Louis; Anne Miller's *Penny Circus Follies*, a recounting of 1946 Penny Circus Follies, an annual circus organized by students designed to entertain children with games and musical performances; and Angela Hannegan's *Organization and Development of a Yearbook*, in which she documents her experience as editor of Fontbonne's 1940 yearbook. The materials in this sub-subseries are arranged chronologically and date from 1927 to 2022.

Enrollment Management and Marketing

The Enrollment Management and Marketing series consists of course catalogs, directories, handbooks, photographs, and reports documenting the office's mission to recruit incoming students, process admissions applications, and oversee Fontbonne's image and visibility via the

creation of marketing materials. This series is arranged alphabetically and divided into three subseries: **Handbooks, Planners and Calendars, Photographs, and Reports.**

The Handbooks, Planners, and Calendars subseries consists of materials given to students each academic year. Materials of interest include handbooks chronicling Fontbonne's history, traditions, and rules and regulations. Also included in the early student handbooks is the Fontbonne Student Government Association's constitution. The materials in this series are arranged chronologically and date from 1926 to 2021.

The Photographs subseries consists of photographs taken by Fontbonne students, staff, and professional photographers documenting numerous campus activities, events, and the campus plant. Materials of interest include images of Fontbonne's presidents, such as Sister Jane Kehoe Hassett, and the Communication Disorders/Deaf Education (CODE) Department's speech clinic. The materials in this series are arranged alphabetically and date from 1923-2009.

The Reports subseries contains enrollment and non-confidential student data the University kept for its internal statistics and sent to Missouri state and federal governments to comply with accreditation and funding guidelines. For example, the reports provide information about the number of students enrolled each semester, the number of enrollees for each major offered by Fontbonne, the student body's geographical distribution and racial/ethnic composition. The materials in this series are arranged alphabetically and date from 1950 to 1997.

Student Affairs

The Student Affairs series contains student publications, such as newsletters, yearbooks, and literary magazines. Materials of interest include the *Font Letter*; each issue provides readers with a calendar of events and news items regarding catholic doctrine, short biographies of instructors, and student accomplishments. This series is arranged alphabetically and dates from 1926 to 2014.

The Bound Materials subseries primarily consist of editions of Fontbonne's yearbooks from 1929 to 1962. These yearbooks contain photographs of students (freshman to senior), with the senior listings providing information about their residence and major and minors. Other items of note in the yearbooks include images of student activities/events (dances, holiday celebrations, and student club activities) and advertisements from St. Louis-area businesses. Also included in this subseries are editions of *The Font* and *Collage*, the University's literary magazines. The yearbooks appear first, followed by *The Font* and the *Collage*.

Subject Files

The Subject Files series consists of correspondence, flyers, manuals, photographs, program booklets, and rosters, collected by Fontbonne University librarians and archivists documenting numerous aspects of the University's history, such as athletics, capital campaigns, and the COVID-19 pandemic. This series is arranged alphabetically and divided into twelve subseries: **Academics, Advancement, African American Student Sit-In, Alumni, Athletics, Buildings, Capital Campaigns, Catholicism, COVID-19 Response, Departments and Academic Programs, Faculty and Staff, People, and Sisters of St. Joseph of Carondelet.**

The Academics subseries contains correspondence and meeting minutes regarding Fontbonne's academic affairs. Materials of interest include an Academic Advisors manual published in 1982

outlining the advisor's program and providing curriculum guide sheets. The materials in this subseries are arranged alphabetically and date from 1982 to 2023.

The Advancement subseries contains catalogs, flyers, and news stories pertaining to enrollment and student retention at Fontbonne. Items of note include statistical enrollment data and news stories about the University's struggles to attract new students in the aftermath of the COVID-19 pandemic. The materials in this series are arranged alphabetically and date from 1969 to 2022.

The African-American Student Sit-In subseries contains correspondence, flyers, newspaper clippings, and reports highlighting the Black student sit-in at the Jack C. Taylor Library on October 24, 1970. One of the key components of this series is the *Black Manifesto to Fontbonne College*, authored by the student protestors. The manifesto delineates the student's key demands of university administrators—these demands included the hiring of Black administrators and faculty, the implementation of a Black Studies Program, and increased Black student enrollment—to ameliorate what they perceived as Fontbonne's pervading racism against its Black pupils. The materials in this series are arranged alphabetically and date from 1970 to 2014.

The Alumni subseries contains brochures, correspondence, flyers, and program booklets documenting the University's efforts to engage with its former students. Some items of interest entail obituaries of notable alumni and a directory for the class of 1982. The materials in this series are arranged alphabetically and date from 1960 to 2015.

The Athletics subseries consists of correspondence, flyers, handbooks, schedules, and rosters, chronicling sports at the University. Items of note include student athletic handbooks: these guides delineate students' rights and responsibilities, the responsibilities of coaching staff, and academic standards. The materials in this series are arranged alphabetically and date from 1960 to 2022.

The Buildings subseries contain correspondence, newspaper clippings, pamphlets, and reports pertaining to the University's physical plant. Subjects of interest include the renovation of the Dunham Student Activity Center in the early 1990s. The materials in this series are arranged alphabetically and date from 1981 to 2014.

The Capital Campaigns subseries contains newsletters, newspaper clippings, program booklets, and reports documenting the University's fundraising efforts. Items of interest include issues of *Campaign News*, which the university distributed to campus stakeholders to update them on the Campaign for Fontbonne, a fundraising initiative that raised \$3 million between 1988-1991 to expand the school's endowment. The materials in this series are arranged alphabetically and date from 1986 to 2004.

The Catholicism subseries contains correspondence, meeting minutes, memos, and program booklets regarding Fontbonne's catholic identity. Included in this subseries are program booklets for the University's Fontbonne-Carondelet Heritage Award, which recognized a sister from St. Joseph of Carondelet who exhibited "quality, respect, diversity, community, service, faith, and Catholic presence—that defined the Catholic order and Fontbonne. The materials in this subseries are arranged alphabetically and date from 1968 to 2013.

The COVID-19 Response subseries contains correspondence, guides, signs, and surveys chronicling Fontbonne's response to the COVID-19 Pandemic (2020-2023). One of the key items in this subseries is a Higher Learning Commission-sponsored survey completed by an

unidentified Fontbonne officially outlining how the campus adapted to the virus. Divided into five sections, the respondent provided information about Fontbonne's adoption of remote learning, masking and social distancing policies, and statistical information about how the pandemic negatively affected student enrollment and finances. The materials in this subseries are arranged alphabetically and date from 2020 to 2022.

The Departments and Academic Programs subseries contains correspondence, flyers, program booklets, and academic program outlines regarding Fontbonne's Business, Fine Arts, and Nursing programs. Materials of interest include a document titled *Draft Program Bachelor of Science in Nursing* (the university instituted the nursing program in 2022). Published in 2021, the *Draft Program* delineates the program's proposed curriculum, core competencies for graduates, admission requirements, and retention and progression policies. The materials in this subseries are arranged alphabetically and date from 1964 to 2018.

The Faculty and Staff subseries contains bylaws, correspondence, lists, meeting minutes, memos, and newspaper clippings, documenting personnel appointments, deaths, and resignations throughout the university's 100-year+ history. Also included are bylaws of the Fontbonne Staff Association, an organization that represented the interests of Fontbonne staff members. The materials in this subseries are arranged alphabetically and date from 1944 to 2020.

The People subseries contains flyers, newsletters, newspaper clippings, photographs, program booklets, and speeches documenting Fontbonne's numerous faculty, staff, and St. Louis community members. Subjects of interest entail Sister John Joseph Bezdek: her file contains testimonial programs, photographs, correspondence, and sheet music highlighting her impact on Fontbonne's music program as the founder of the university's music festival (1939) and as director of the Music Therapy Program (1952-1957). The materials in this subseries are arranged alphabetically and date from 1927 to 2014.

The Sisters of St. Joseph of Carondelet (CSJ) subseries contains histories, program booklets, and speeches chronicling the history of the order. Subjects of interest include CSJ's centennial and sesquicentennial celebrations, educational philosophy, and the St. Joseph Institute for the Deaf. The materials in this subseries are arranged alphabetically and date from 1925 to 2023.

Audio-Visual

The Audio-Visual series consists of DVDs, reel-to-reel audio tapes, and VHS tapes that visually document Fontbonne's campus, programs, and student life. The Enrollment Management and Engagement Department (and its predecessors) produced these materials for student recruitment. Other materials unrelated to recruitment include VHS tapes of campus convocations during the 1990s and 2000s. The materials in this subseries are arranged by media type (VHS, DVD, and Reel-to-Reel tapes) and are arranged alphabetically therein; they date from 1950 to 2012.

Oversize

The Oversize series contains architectural plans, financial ledgers, guestbooks, photographs, and scrapbooks produced by Fontbonne's numerous departments, such as Executive Leadership and Enrollment Management and Engagement. Items of note in this series include Architectural plans for Fontbonne's original physical plant. The materials in this series are divided into five subseries: **Executive Leadership, Enrollment Management and Engagement, Student Affairs, Photographs, and Architectural Plans**; each series is arranged alphabetically—the

only exception are the architectural plans; they are arranged in the order in which Fontbonne's archivists arranged them—and date from 1909 to 2008.

Addenda

The Addenda series consists of correspondence, photographs, reports, and other materials acquired after the initial collection had been created. Notably, this series contains both an external hard drive and USB hard drive of the materials, and is divided into nine subseries: **Academic Affairs, Advancement, Buildings and Grounds, Enrollment Management and Engagement, Executive Leadership, Faculty and Staff, Photographs, and Student Affairs.** The materials in this series date from 1968 to 2026 and are arranged alphabetically.

The Academic Affairs subseries contains correspondence, manuals, curricula, and student theses documenting Fontbonne's core objective to provide academic programs in undergraduate and graduate higher education. Materials of interest include meeting minutes and other materials relating to the Education and Special Education department. The materials in this subseries date from 1963 to 2024 and are arranged alphabetically.

The Advancement subseries contains correspondence, flyers, and event programs relating to strategic planning, student retention, alumni affairs, and donor relations at Fontbonne. Materials of interest include a list of scholarship recipients from 2009 to 2018, as well as documents which provide evidence for Fontbonne's retrenchment efforts in 2023 and 2024. The materials in this subseries date from 1952 to 2024 and are arranged alphabetically.

The Buildings and Grounds subseries contain correspondence, newspaper clippings, reports, and campus maps pertaining to the physical landscape of Fontbonne. Materials of interest include photographs and architectural drawings and promotional material which shows the evolution of Fontbonne's library, as well as documents related to the unveiling of the Founding Spirit sculpture, completed by former Professor Emeritus and Art Department Chairman Rudolph Torrini in 2000. The materials in this subseries are arranged alphabetically and date from 1965 to 2026.

The Enrollment Management and Engagement subseries contain correspondence, publications, and promotional materials related to Fontbonne's student recruitment efforts. Materials of interest include detailed enrollment reports from 1970 to 1982. The materials in this subseries date from 1957 to 2019 and are arranged alphabetically.

The Executive Leadership subseries contains correspondence, meetings minutes, newspaper clippings, and reports created by Fontbonne officials to develop policies ensuring the university achieved its mission to provide students with high-quality education, enabling them to become "global citizens" dedicated to the "common good." Materials of interest include programs and photographs from Pope Pius XII's visit to Fontbonne in 1936. The materials in this subseries date from 1926 to 2012 and are arranged alphabetically.

The Faculty subseries contain handbooks, reports, and publications documenting the selection, management, and retention of staff at Fontbonne. Materials of interest include the *Fontbonne Bulletin*, a publication that began as a faculty newsletter in 1968. The materials in this subseries date from 1968 to 2015 and are arranged alphabetically.

The Photographs subseries contains photographs taken by Fontbonne students, staff, and professional photographs documenting numerous campus activities, events, and student life. Materials of interest include photographs documenting various service trips and notable donor societies such as Le Puy and Lyon. The materials in this subseries date from 1948 to 2025 and are arranged alphabetically.

The Student Affairs subseries contains publications, correspondence, and administrative documents relating to student organizations and societies such as Delta Mu Theta and Delta Gamma Delta. Also included are materials pertaining to Fontbonne athletics. Materials of interest include the *Black Manifesto*, a document written by eight members of Fontbonne's Black Student Alliance in 1970 when an overnight sit-in occurred at the Jack C. Taylor Library to peacefully protest the treatment of Black students and enact institutional change. The materials in this subseries date from 1927 to 2010 and are arranged alphabetically.

The Oversize subseries contains ledgers, account books, student rosters, and oversize volumes of the *Tableaux*. Also included are materials related to the scholarship of Marjorie Holton, who graduated from St. Joseph's Academy in 1931. The materials in this subseries date from 1927 to 2011 and are arranged alphabetically.

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