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UA1998.09

## Loyola University Chicago

### Office of Student Affairs

### Office of Multicultural Affairs records

**Dates:** 1980-1997, Undated

**Creator:** Office of Multicultural Affairs (1988-)

**Extent:** 9.0 linear feet

**Level of description:** Folder

**Processor & date:** Brendan Reynolds, November 2021

#### Administration Information

**Restrictions:** Boxes 14-18 are restricted.

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**Citation:** Loyola University Chicago. Archives & Special Collections. Office of Multicultural Affairs, 1980-1997, Undated. Box # - Folder #.

**Provenance:** Records were transferred to the University Archives on February 2<sup>nd</sup>, 1998, by the Office of Student Affairs.

**Separations:** .5 linear feet of extraneous and duplicate materials were removed and destroyed.

**See Also:** Office of Student Affairs.

#### Administrative History

The Office of Multicultural Affairs was established in 1988, consolidating several student life positions and departments under one name. Those positions included the Hispanic Student Advisor, the Black Student Advisor (changed to African American Student Advisor with the creation of the new office), and the International Student Advisor. The office was designed to support diversity and multiculturalism on all Loyola University Chicago campuses, through programs, events, and other activities. The first dean was Helen Lavalle, former International Student Advisor. In 1991, Angeles Eames, former Hispanic Student Advisor and then head of the Hispanic Alliance, became dean. The Hispanic Alliance, a consortium with DePaul University and Mundelein College and sponsored by the Ford Foundation, was consolidated into the Office of Multicultural Affairs. Eames left the position in 1996, to become Director of Women's Programs and Services at Loyola University Chicago. By 2002 the Office of Multicultural Affairs had been folded into the Office of Student Development and Diversity, which in 2004 was split off again into the Office of Student Diversity. It is currently known as the Office of Student Diversity and Multicultural Affairs.



## **Scope and Content**

The Office of Multicultural Affairs records comprise 9.0 linear feet spanning the years 1980-1997. The records consist of correspondence, program information, budget and grant documents, university forms, student surveys, financial information, policies and procedures, and program evaluations. Series are arranged either chronologically or alphabetically.

## **Series**

### **Series 1: Correspondence, 1981-1990. Boxes 1-3**

This series contains correspondence within the office and with other offices at the university, including memos, letters, and directives. Common topics in the correspondence are programs with other schools, progress reports on current programs, budget or grant issues, and general issues.

### **Series 2: Meetings and Minutes, 1984-1995. Boxes 3-4**

This series contains meeting minutes and summaries of meetings from different divisions in the Office of Multicultural Affairs.

### **Series 3: Policies and Procedures, 1990-1997, Undated. Boxes 4-5**

This series contains general forms, departmental goals and procedures, job application guidelines, training modules and retreat instructions.

### **Series 4: Projects, 1990-1995. Boxes 5-8**

This series contains budget and grant information, conference records, and planning materials for university projects, including Project Common Ground, Unity in Diversity Week, and the Multicultural Affairs Conference. The series also includes several project proposals, a dissertation, a campus survey, and documents belonging to Project Enrichment, including photos and negatives, announcements and schedules, project guidelines and rules, and curricula.

### **Series 5: Events, 1988-1997. Boxes 8-9**

This series contains schedules, reports and advertisements for workshops, day-or-week long events organized by the Office of Multicultural Affairs, retreats, and theater programming. It also contains records relating to the Conference on Minority Affairs, organized by the Association of Jesuit Colleges and Universities and attended by Dean Angeles Eames.

### **Series 6: Hispanic Alliance, 1980-1991, Undated. Boxes 9-12**

This series contains budget information, grant proposals, program evaluations, anonymous surveys, financial aid forms, documentation of award banquets and the



process in choosing the Hispanic Alliance Student of the Year, job training and descriptions, committee information, and documents relating to the Cultural Diversity and Liberal Education Conference, held at the University of Chicago campus.

**Subseries 6-A: Clemente High School Program, 1983-1991. Boxes 10-12**

Contains records about the peer counseling and tutoring program at Clemente High School (later Clemente Academy), developed in collaboration between Loyola University Chicago, DePaul University, and Mundelein College. Contains program evaluations and reports, peer counseling instructions and orientations, schedules, information about Clemente High School, records relating to the cultural program and summer programs also held at Clemente, anonymous student surveys, receipts and reimbursements, and planning materials.

**Series 7: Students Together Are Reaching Success (S.T.A.R.S.), 1988-1996, Undated. Boxes 12-13**

This series contains records relating to the Students Together Are Reaching Success (S.T.A.R.S.) program, including grant and budget information, institutionalization proposals, program evaluations, and general forms.

**Series 8: Hispanic Women's Program, 1985-1991, Undated. Box 13**

This series contains records relating to the Hispanic Women's Program (H.W.P.), including budget information, events sponsored by the H.W.P., employee training, expansionary proposals, program outreach, and general forms.

**Series 9: Academic Bridge Program, 1991. Box 13**

This series contains evaluations of the Academic Bridge program, developed in collaboration with Truman College.

**Series 10: Restricted, 1980-1995, Undated. Boxes 14-18**

This series contains transcripts, student records, attendance records, rosters and directories, resumes and job applications, financials, salaries and wages, student surveys, and disciplinary incidents.

**Subjects:**

Academic Bridge Program  
Association of Jesuit Colleges and Universities  
Clemente High School  
Conference on Minority Affairs  
DePaul University  
Eames, Angeles  
Hispanic Alliance  
Hispanic Women's Program



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Loyola University Chicago  
Mundelein College  
Project Enrichment  
Student Affairs  
Student Diversity and Multicultural Affairs  
Students Together Are Reaching Success (S.T.A.R.S.) Program  
Truman College  
Cultural Diversity  
Multiculturalism  
Women college students

**Accession No.: UA1998.09****Creator: Office of Multicultural Affairs (1988-)**

<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
<b><u>Series 1: Correspondence, 1981-1990</u></b>			
1	1	Academic Bridge Correspondence	1991
1	2	Project Enrichment Correspondence	1991-1993
1	3	Hispanic Women's Program Correspondence (Folder 1 of 8)	1985-1986
1	4	Hispanic Women's Program Correspondence (Folder 2 of 8)	1986
1	5	Hispanic Women's Program Correspondence (Folder 3 of 8)	1987
1	6	Hispanic Women's Program Correspondence (Folder 4 of 8)	1987
1	7	Hispanic Women's Program Correspondence (Folder 5 of 8)	1987-1988
1	8	Hispanic Women's Program Correspondence (Folder 6 of 8)	1988
1	9	Hispanic Women's Program Correspondence (Folder 7 of 8)	1989
1	10	Hispanic Women's Program Correspondence (Folder 8 of 8)	1990
2	1	Association of Jesuit Colleges and Universities (A.J.C.U) Correspondence	1988-1989
2	2	Multicultural Affairs Correspondence	1994
2	3	Students Together Are Reaching Success (S.T.A.R.S.) Correspondence	1988-1990
2	4	Hispanic Alliance Correspondence (Folder 1 of 12)	1981-1984
2	5	Hispanic Alliance Correspondence (Folder 2 of 12)	1985
2	6	Hispanic Alliance Correspondence (Folder 3 of 12)	1986
2	7	Hispanic Alliance Correspondence (Folder 4 of 12)	1986
2	8	Hispanic Alliance Correspondence (Folder 5 of 12)	1987
2	9	Hispanic Alliance Correspondence (Folder 6 of 12)	1987
2	10	Hispanic Alliance Correspondence (Folder 7 of 12)	1988
2	11	Hispanic Alliance Correspondence (Folder 8 of 12)	1988-1989
3	1	Hispanic Alliance Correspondence (Folder 9 of 12)	1989
3	2	Hispanic Alliance Correspondence (Folder 10 of 12)	1989-1990
3	3	Hispanic Alliance Correspondence (Folder 11 of 12)	1990
3	4	Hispanic Alliance Correspondence (Folder 12 of 12)	1986
3	5	Clemente Program Correspondence (Folder 1 of 5)	1984
3	6	Clemente Program Correspondence (Folder 2 of 5)	1985



3	7	Clemente Program Correspondence (Folder 3 of 5)	1985
3	8	Clemente Program Correspondence (Folder 4 of 5)	1986-1987
3	9	Clemente Program Correspondence (Folder 5 of 5)	1987-1990

**Series 2: Meetings and Minutes, 1984-1995**

3	10	Affirmative Action Committee Reports	1991-1992
3	11	Multicultural Development Committee Meeting	1991
3	12	Minority Task Force Minutes	1993-1994
4	1	Building New Traditions Meetings	1995-1996
4	2	Hispanic Alliance Meetings	1984-1989
4	3	Adult Student Needs Meetings	1984-1989
4	4	A.J.C.U. Conference on Minority Affairs Minutes	1984-1989
4	5	Multicultural Affairs Meetings and Minutes (Folder 1 of 2)	1991
4	6	Multicultural Affairs Meetings and Minutes (Folder 2 of 2)	1991-1995

**Series 3: Policies and Procedures, 1990-1997,**

**Undated**

4	7	Student Activity Fund Budget Manual	1997
4	8	Multicultural Affairs Forms	Undated
4	9	Student Affairs Associate Vice President Goals and Objectives	1994-1995
4	10	Building New Traditions Response	1994
4	11	Multiculturalism Definition	1994
4	12	Multicultural Affairs Goals	1992-1996
4	13	Multicultural Affairs Shared Service Profile	1994
4	14	Multicultural Affairs Information	1990-1993
5	1	Freshman Financial Aid Survey	1991-1992
5	2	Multicultural Affairs Resident Advisor Training Module Evaluation	1992
5	3	Multicultural Affairs Presentation to Senior Vice President	1992
5	4	Multicultural Affairs Program Coordinator Job Search	1993
5	5	Multicultural Affairs Resident Advisor Inservice Program	1991
5	6	Dean Angeles Eames Retreat Materials	1991

**Series 4: Projects, 1990-1995**

5	7	Multicultural Affairs United for Success Conference	1992
5	8	Mundelein College Grants	1992
5	9	Multicultural Affairs Conference	1993-1995



5	10	Multicultural Harmony Task Force	1990-1991
5	11	Loyola University Center for Women Proposal	1991
5	12	Ignatian Community Scholars Program Proposal	1992
5	13	Multicultural Affairs Project Common Ground	1992
5	14	Lynn Werner Dissertation	1992
5	15	Unity in Diversity Week	1992
5	16	Student Needs Assessment	1997
5	17	Project Enrichment Information (Folder 1 of 2)	1991-1992
6	1	Project Enrichment Information (Folder 2 of 2)	1992-1994
6	2	Photos and Negatives of Project Enrichment Dinner (Folder 1 of 3)	1993
6	3	Photos and Negatives of Project Enrichment Dinner (Folder 2 of 3)	1993
6	4	Photos and Negatives of Project Enrichment Dinner (Folder 3 of 3)	1993
6	5	Project Enrichment Budget	1992-1995
6	6	Project Enrichment Forms	1993-1995
6	7	Project Enrichment Stanford Diagnostic Reading Test Results	1991
6	8	Chicago Catholic High Schools	1991-1992
6	9	Project Enrichment Testing Results	1992
6	10	Project Enrichment Curricula	1993
6	11	Project Enrichment Award Banquet	1993
6	12	Project Enrichment Calendar	1993
6	13	Project Enrichment Class Information	1993
6	14	Chicago Board of Education Honors and Advanced Placement Classes	1993
6	15	Project Enrichment Medical Center Visit	1994
6	16	Project Enrichment Halas Guidelines	1994
6	17	Project Enrichment Plus Orientation Package	1995
6	18	Project Enrichment Retreat	1995
7	1	Project Enrichment Evaluations	1992-1994
7	2	Campus Climate Survey	1994
7	3	Campus Climate Survey Cross-Tabulated by Race and Ethnicity (Section I)	1994
7	4	Campus Climate Survey Cross-Tabulated by Race and Ethnicity (Section II)	1994
7	5	Campus Climate Survey Cross-Tabulated by Enrollment States	1994



7	6	Campus Climate Survey Cross-Tabulated by Living Arrangement	1994
7	7	Campus Climate Survey Cross-Tabulated by Transfer Student	1994
8	1	Campus Climate Survey Cross-Tabulated by Credit Hours	1994
8	2	Campus Climate Survey Cross-Tabulated by Sex	1994
<b><u>Series 5: Events, 1988-1997</u></b>			
8	3	Multicultural Affairs Workshops (Folder 1 of 2)	1988-1993
8	4	Multicultural Affairs Workshops (Folder 2 of 2)	1988-1993
8	5	A.J.C.U. Conference on Minority Affairs (Folder 1 of 2)	1986-1990
8	6	A.J.C.U. Conference on Minority Affairs (Folder 2 of 2)	1988-1990
8	7	A.J.C.U. Conference Participants	1993
8	8	A.J.C.U. Payment for Speaker	1989
8	9	International Night Information	1991
8	10	Multicultural Affairs Ethnic Week	1992
8	11	Martin Luther King Jr. Day Celebration (Folder 1 of 2)	1994
8	12	Martin Luther King Jr. Day Celebration (Folder 2 of 2)	1994
8	13	Multicultural Affairs Staff Retreat	1994
9	1	Multicultural Affairs Theater Programming	1993-1994
9	2	Women's Identity and Role in Religion	1997
9	3	Multicultural Affairs Programs	1995-1997
<b><u>Series 6: Hispanic Alliance, 1980-1991, Undated</u></b>			
9	4	Dean of Students Staff Development Program (Folders 1 of 2)	1980-1981
9	5	Dean of Students Staff Development Program (Folders 1 of 2)	1980-1981
9	6	Hispanic Alliance Resources and Information	1983-1991
9	7	Committee on Graduate Education for Minority Students	1983-1984
9	8	Hispanic Alliance Program Evaluations	1984
9	9	Hispanic Alliance Financial Aid Resources	1984-1985
9	10	High School-to-College Transition Report	1985
9	11	Hispanic Alliance Budgets	1985-1989





9	12	Hispanic Alliance Summer Program Proposal	1985
9	13	Hispanic Alliance Study Hall Sign-in Sheets	1986-1987
9	14	Hispanic Alliance Programs and Events	1986-1990
9	15	Hispanic Alliance Peer Counseling Grant Application	1987
9	16	Angeles Eames Travel Expenses	1987-1988
9	17	Hispanic Alliance Employee Forms and Information	1988
10	1	Hispanic Alliance Peer Counselors Training	1988
10	2	Minority Programs at Loyola	1989
10	3	Hispanic Alliance Status Report	1989-1990
10	4	Cultural Diversity and Liberal Education Conference	1990
10	5	Hispanic Alliance Student of the Year	1990-1991
10	6	Hispanic Alliance Awards Banquet (Folder 1 of 2)	1984-1991
10	7	Hispanic Alliance Awards Banquet (Folder 2 of 2)	1991
10	8	Hispanic Alliance Continuation Proposal	1982
10	9	Payroll Listing Forms	Undated
10	10	Hispanic Alliance Peer Counselors/Tutors	Undated
10	11	College Student Surveys (Folder 1 of 2)	Undated
10	12	College Student Surveys (Folder 2 of 2)	Undated

*Subseries 6-A: Clemente High School -Program,  
1983-1991*

10	13	Loyola University Chicago Maps and Directions	1983-1984
10	14	Peer Counselors Information (Folder 1 of 2)	1984
10	15	Peer Counselors Information (Folder 2 of 2)	1985
10	16	Clemente Peer Counselors Program Invitations	1984
10	17	Study Skills Workshop for Clemente Students	1984
10	18	Clemente High School Puerto Rican Week	1984
10	19	Clemente High School Homerooms	1984
10	20	Clemente Peer Counseling Progress Report	1984
10	21	Clemente Students "I Learned..." Responses	1984
10	22	Clemente Peer Counselors	1984-1989
10	23	Clemente Program Receipts/Reimbursements	1985
10	24	High School Students Questionnaires	1985
10	25	Clemente Summer Program Course Evaluation Survey (Folder 1 of 2)	1985
11	1	Clemente Summer Program Course Evaluation Survey (Folder 2 of 2)	1985
11	2	Clemente Summer Program Final Report Drafts and Materials	1985



11	3	Clemente Cultural Program Package	1985
11	4	Clemente Cultural Program Materials	1985
11	5	Clemente Cultural Program Proposal	1985
11	6	Clemente Peer Counseling Questionnaire	1985
11	7	Tennessee Self-Concept Scale	1985
11	8	Clemente Summer Program Final Report	1985
11	9	Clemente Summer Program Parents Reception	1985
11	10	Clemente Summer Program Planning Materials	1985
11	11	California Achievement Tests Data for Clemente High School	1985
11	12	California Achievement Tests Results for Clemente High School	1985
11	13	Peer Counseling Reports in Clemente Program	1985
11	14	Peer Counselor Evaluations of Clemente Students	1985
11	15	Peer Counselor Meeting Summaries	1985
11	16	Clemente Students Parent Information	1985
11	17	Peer Counseling Orientation	1985
11	18	Peer Counseling Work Availability	1985
11	19	Clemente Summer Program Information	1985
11	20	Meal Passes Clemente Summer Program	1985
12	1	High School Principals near Clemente	1985
12	2	Student Needs Assessment Forms and Scales	1985
12	3	Churches near Clemente Mailing List	1985
12	4	Clemente High School Materials	1985
12	5	Previous/Present Clemente Peer Counselors	1985
12	6	DePaul Clemente Summer Program Report	1985
12	7	Clemente Program Syllabi and Class Materials	1985
12	8	Clemente Summer Program Survey Template	1985-1986
12	9	Clemente Summer Program Forms	1985-1986
12	10	Clemente Peer Counseling Forms	1986
12	11	Clemente Peer Counselors Training Bibliography	1986
12	12	Peer Tutoring Overview for Clemente Program	1986
12	13	Clemente Program Tutor Availability Forms	1987-1988
12	14	Clemente Academy Information	1989-1990
12	15	Clemente Partners Program Information	1990-1991
12	16	Clemente Partners Program Analysis	1990-1991

**Series 7: Students Together Are Reaching Success**  
**(S.T.A.R.S.), 1988-1996, Undated**



12	17	Students Together Are Reaching Success Information	1992
12	18	Students Together Are Reaching Success Retention Program	1988-1989
12	19	Students Together Are Reaching Success Grants and Budgets (Folder 1 of 4)	1988-1990
12	20	Students Together Are Reaching Success Grants and Budgets (Folder 2 of 4)	1988-1995
12	21	Students Together Are Reaching Success Grants and Budgets (Folder 3 of 4)	1995-1996
12	22	Students Together Are Reaching Success Grants and Budgets (Folder 4 of 4)	1995-1996
12	23	Students Together Are Reaching Success Institutionalization Proposal	1994-1995
13	1	Students Together Are Reaching Success Evaluations	1991-1995
13	2	Students Together Are Reaching Success Forms	Undated

**Series 8: Hispanic Women's Program, 1985-1991, Undated**

13	3	Hispanic Women's Program Information	1985-1987
13	4	Hispanic Women's Program Funding and Budget	1986-1989
13	5	Hispanic Women's Program Reports	1987-1989
13	6	Hispanic Women's High School Program Proposal	1985
13	7	Hispanic Women's Program Forms	1985
13	8	Hispanic Women's Program Associated Events (Folder 1 of 2)	1988-1996
13	9	Hispanic Women's Program Associated Events (Folder 2 of 2)	1997
13	10	Hispanic Women's Program Secretary Training	Undated
13	11	Hispanic Women's Program Advertisement	1991

**Series 9: Academic Bridge Program, 1991**

13	12	Academic Bridge Evaluation (Folder 1 of 2)	1991
13	13	Academic Bridge Evaluation (Folder 2 of 2)	1991

**Series 10: Restricted, 1980-1994, Undated**

14	1	Clemente Student Records and Grades	1983-1994
14	2	Clemente Program Peer Counselor Rejection Letters	1984
14	3	Clemente Student Contracts	1984
14	4	Clemente Cultural Program Interest Survey (Folder 1 of 2)	1984-1985



14	5	Clemente Cultural Program Interest Survey (Folder 2 of 2)	1984-1985
14	6	Clemente Peer Counseling Retention Statistics	1984-1986
14	7	Clemente Counselors Rosters and Assignments	1984-1986
14	8	Clemente Program Tutors Financial Aid	1984
14	9	Clemente Program Enrollment in Cultural Program	1985
14	10	Clemente Program Student Information	1984-1986
14	11	Peer Counseling Applications	1985
14	12	Rejected Clemente Summer Program Applications	1985
14	13	Clemente Summer Program Post-Survey (Folder 1 of 2)	1985
14	14	Clemente Summer Program Post-Survey (Folder 2 of 2)	1985
14	15	Previous/Present Clemente Peer Counselors	1985
14	16	Clemente Program Summer Teacher Applications	1985
14	17	Clemente Program Individual Class Schedules	1985
14	18	Clemente Summer Program Applications	1985
15	1	Phone Calls to Accepted Clemente Summer Program Students	1985
15	2	Clemente Summer Program Part-Time Students	1985
15	3	Clemente Peer Counseling Time Sheets	1985
15	4	Tennessee Self-Concept Scale Scores	1985
15	5	Summer Program Part-Time Applications from Clemente	1985
15	6	Clemente Cultural Program Only Applications	1985
15	7	Clemente Summer Program Attendance	1985
15	8	California Achievement Tests Results for Clemente	1985
15	9	Class Enrollment Clemente Summer Program	1985
15	10	Clemente Cultural Program Application	1985
15	11	Clemente Summer Program Participants	1985
15	12	Clemente Program Survey (Folder 1 of 4)	1986
15	13	Clemente Program Survey (Folder 2 of 4)	1986
15	14	Clemente Program Survey (Folder 3 of 4)	1986
15	15	Clemente Program Survey (Folder 4 of 4)	1986
15	16	Clemente Program Teacher Applications	1987-1988
15	17	Clemente Program Roster	1989
15	18	Clemente Program Salaries	Undated
16	1	Confidential Resumes and References (Folder 1 of 2)	1980-1993
16	2	Confidential Resumes and References (Folder 2 of 2)	1980-1993



16	3	Black Cultural Center Letter	1992
16	4	L.U.A.S.A. Task Force and Ad Hoc Response (Folder 1 of 2)	1993
16	5	L.U.A.S.A. Task Force and Ad Hoc Response (Folder 2 of 2)	1993
16	6	Academic Bridge Participants	1991
16	7	Latin American Student Organization Fraternity Incident (Folder 1 of 2)	1991
16	8	Latin American Student Organization Fraternity Incident (Folder 2 of 2)	1991
16	9	Student Complaint	1987
16	10	Dean Angeles Eames Information	1991
16	11	L.E.A.P. Program Application	1985
16	12	Hispanic Alliance Grades	1985-1986
16	13	Hispanic Alliance Student of the Year Grades	Undated
16	14	Hispanic Alliance Scholarships and Financial Aid	1986-1989
16	15	Hispanic Alliance Employment and Wages	1986
16	16	Hispanic Alliance Transcript Requests	1989
16	17	Hispanic Alliance Salaries	1989
16	18	Big Brother/Big Sister Participants	1991-1992
16	19	Credential Examination Requests	1985
16	20	Hispanic Women's Program Status Report	1987
16	21	Hispanic Women's Program Grade and Transcript Requests	1988
16	22	Hispanic Women's Program Participants	1989
16	23	Hispanic Women's Program Correspondence	1988-1990
16	24	Students Together Are Reaching Success Participants	1989
16	25	Students Together Are Reaching Success Participant G.P.A.	1989-1990
17	1	Hispanic Women's Program Financial Aid (Folder 1 of 4)	1986-1990
17	2	Hispanic Women's Program Financial Aid (Folder 2 of 4)	1986-1988
17	3	Hispanic Women's Program Financial Aid (Folder 3 of 4)	1988-1990
17	4	Hispanic Women's Program Financial Aid (Folder 4 of 4)	1989-1990
17	5	Students Together Are Reaching Success Transcript Requests	1990
17	6	Students Together Are Reaching Success Salaries	1994



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17	7	Students Together Are Reaching Success Students	1989-1991
17	8	Project Enrichment Midterm Progress Reports	1992
17	9	Project Enrichment Budget	1993
17	10	Project Enrichment Survey	1992
17	11	Project Enrichment Credit Dispute	1993
17	12	Project Enrichment Program Evaluation	1993
17	13	Project Enrichment Student Action Plans	1993
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17	16	Project Enrichment Attendance and Rosters (Folder 1 of 3)	1994
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18	2	Project Enrichment Attendance and Rosters (Folder 3 of 3)	1993
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18	4	Project Enrichment Student Records (Folder 2 of 2)	1994
18	5	Clemente Student Prospects	1987