

## Departments and offices collection

By Archives Staff

### Collection Overview

**Title:** Departments and offices collection

**ID:** UA/AMS 008.01

**Extent:** 13.5 linear feet. More info below.

**Arrangement:** Alphabetical

**Languages:** English

### Scope and Contents of the Materials

Files from campus offices and departments.

### Administrative Information

**Alternate Extent Statement:** 9 bankers boxes

**Access Restrictions:** There are no access restrictions.

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**Acquisition Method:** Collected by Archives.

**Related Materials:** UNCW Magazine and Fact Sheets removed from collection on 13 March, 2013 by ALR (archivist).

**Preferred Citation:** [Identification of Item] in the Departments and offices collection, AMS 008.01, UNCW Archives, W. M. Randall Library, University of North Carolina, Wilmington

**Processing Info:** In Box 9, Folder 1 copies of UNCW Magazine were removed from collection to be cataloged for Archives book/serials collection or sent to State Publications Clearinghouse. In Box 6, Folder 27 (FactSheets from Institutional Research) the contents were removed for cataloging for book/serials or to be sent to State Publications Clearinghouse.

**Finding Aid Revision History:** Originally published in html in 2006. UNCW Magazine and Fact Sheets removed from collection on 13 March, 2013 by ALR (archivist). Newsletters removed and minor updating on 9/12/2014.

## Box and Folder Listing

### Box 1

- Folder 1: Academic Affairs
- Folder 2: Academic Affairs Annual Report
- Folder 3a: Academic Affairs Annual Report 1 of 2, 2007-2008
- Folder 3b: Academic Affairs Annual Report 2 of 2, 2007-2008
- Folder 4a: Academic Affairs - Budget & Planning 1 of 2
- Folder 4b: Academic Affairs - Budget & Planning 2 of 2
- Folder 5: Academic Affairs Class Scheduling Task Force
- Folder 6: Academic Affairs Human Resources Plan, 2004
- Folder 7: Academic Affairs-Strategic Plan
- Folder 8: Academic Computing Services
- Folder 9: Accounting
- Folder 10: Accounting & Business Law
- Folder 11: ACE Concerts
- Folder 12: Activities & Leadership Center
- Folder 13: Ad Hoc Committee on Student Employee
- Folder 14: Administrator Mentoring Program for Faculty
- Folder 15a: Admissions 1 of 2
- Folder 15b: Admissions 2 of 2
- Folder 16: Admissions- Make Waves
- Folder 17: Admissions-Veterans
- Folder 18: Adult Scholars Leadership Program
- Folder 19: Advancement with interest
- Folder 20: Advancement-With Interest
- Folder 21: African American Studies
- Folder 22: Alumni Association

- Folder 23: Alumni Association- Cape Fear Chapter**
- Folder 24: Alumni Association- School of Nursing**
- Folder 27: American Association of University Professors**
- Folder 28: Ann Flack Boseman Gallery**
- Folder 29: Annual Giving**
- Folder 30: Anthropology**
- Folder 31: Application Services**
- Folder 32: Archeology Field School**
- Folder 33: Area Chapter**
- Folder 34: Arts in Action**
- Folder 35: Art-Senior Exhibition**
- Folder 36: Art and Art History**
- Folder 37: Art and Theatre**
- Folder 38: Art and Theatre-Shadows & Light**
- Folder 39: Association for Campus Entertainment**
- Folder 40: Athletics**
- Folder 41: Athletics-Baseball**
- Folder 42: Athletics- Cross Country & Track**
- Folder 43: Athletics- Golf (Women)**

**Box 2**

- Folder 1: Athletics - Men's BasketBall**
- Folder 2: Athletics - Women's BasketBall**
- Folder 3: Athletics-Schedules**
- Folder 4: Athletics-Seahawk Club**
- Folder 5: Athletics-Soccer (Men)**
- Folder 6: Athletics-Soccer (Women)**
- Folder 7: Athletics-Softball**
- Folder 8: Athletics-Teal Talk**
- Folder 9: Athletics-Tennis**
- Folder 10: Athletics-Volleyball**
- Folder 11: Athletics - Swimming and Diving**
- Folder 12: Atlantis Magazine**

- Folder 13: Auxiliary Services**
- Folder 14: Auxiliary Services-Seahawk Bucks**
- Folder 15: Bald Head Island Conservancy**
- Folder 16: Biological Sciences**
- Folder 19: Biology and Marine Biology**
- Folder 20: Board of Governors**
- Folder 21: Board of Governors- faculty teaching workload report**
- Folder 33: Board of Visitors**
- Folder 34: Bones (Camp) - School of Nursing**
- Folder 35: Bookstore**
- Folder 36: Business Affairs**
- Folder 37: Business Affairs-Long Range Plans**
- Folder 38: Business and Support Services**
- Folder 39: Cabinet**
- Folder 40: Cameron School of Business**
- Folder 41: Business Affairs -Construction Update**

**Box 3**

- Folder 1: Cameron School of Business- Alumni**
- Folder 2: Cameron School of Business- Business Week**
- Folder 3: Cameron School of Business-Cameron Executive Network**
- Folder 4: Cameron School of Business- Human Resources Management**
- Folder 5: Cameron School of Business-IMBA Profiles**
- Folder 6: Cameron School of Business - Commencement**
- Folder 7: Cameron School of Business-Internation MBA Program**
- Folder 8: Cameron School of Business-Masters of business Administraion**
- Folder 9: Cameron School of Business-Publications**
- Folder 10: Cameron School of BUiness-Speakers Bureau**
- Folder 11: Cameron School of Business- TABSA**
- Folder 12: Campus Activities**
- Folder 13: Campus Activities and Involvement Center - UNCW Student Organizations Directories, 2000-2009 (incomplete)**
- Folder 14: Campus Catering**
- Folder 15: Campus Diversity**
- Folder 16: Cameron School of Business - Graduate Studies**

- Folder 17: Campus Guide & Maps**
- Folder 18: Campus Police**
- Folder 19: Campus Recreation**
- Folder 20: Campus Recreation-Intramural**
- Folder 21: Campus Services**
- Folder 22: Cape Fear River Program**
- Folder 23: C.A.R.E.**
- Folder 24: C.A.R.E. Cinema**
- Folder 25: Career Center**
- Folder 26: Career Services**
- Folder 27: Career Services-Faculty Supervisors Manuel**
- Folder 28: Celebrate Wilmington**
- Folder 29: Center for Faculty Excellence**
- Folder 30: Center for Leadership Education and Service**
- Folder 31: Center for Marine Science**
- Folder 32: Center for Marine Science- Aquarius**
- Folder 33: Center for Marine Science Hall of Mentors**
- Folder 34: Center for Marine Science- Planet Ocean Seminar Series**
- Folder 35: Center for Multiculturalism & Pre-College Programs**
- Folder 36: Center for Regional Engagement**
- Folder 37: Center for Social Work Research and Practice**
- Folder 38: Center for Teaching Excellence**
- Folder 40: Central Store**
- Folder 41: Centro Hispano**
- Folder 42: Chancellor's Human Relations Advisory Committee**
- Folder 43: Chancellor's Steering Committess on Information Technology**
- Folder 44: Chemistry**
- Folder 45: Chemistry and Biochemistry**
- Folder 46: Client Services**
- Folder 47: Coastal Conference**
- Folder 48: College of Arts and Sciences**
- Folder 49: College of Arts & Sciences-Newsletter**

- Folder 50: College of Health and Human Services**
- Folder 51: College of Opportunity Programs**
- Folder 52: Colonial Academic Alliance**
- Folder 53: Communications**
- Folder 55: Computer Science**
- Folder 56: Computer Science and Information Systems-Masters of Science**
- Folder 57: Computer Science-News Bytes**
- Folder 58: Computer Store**
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- Folder 60: Computing Center**
- Folder 61: Construction Topical**
- Folder 62: Copyright and Patent Committee**
- Folder 63: Cornerstone- Student Awards**
- Folder 64: CORP**
- Folder 65: Counseling Center**
- Folder 66: Creative Writing**
- Folder 67: Criminal Justice**
- Folder 68: Criminology and Public Sociology-Master's Degree**
- Folder 69: CrossRoads**

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- Folder 2: Cultural Arts**
- Folder 3: Darwin's Legacy**
- Folder 4: Dean's Council-Impressions**
- Folder 5: Dean of Students**
- Folder 6: Dining Etiquette**
- Folder 7: Disability Services**
- Folder 8: Dittos**
- Folder 9: Diversity**
- Folder 10: Diversity Council**
- Folder 11: Division for Public Service and Extended Education**
- Folder 12: E - Learning**
- Folder 13: Eagle Ray (Underwater Vessel)**

- Folder 14: Earth Sciences**
- Folder 15: Economics**
- Folder 16: Economics & Finance**
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- Folder 18: Emergency Operations Committee**
- Folder 19: Endowment Activity Report**
- Folder 20: English**
- Folder 21: English as a Second Language**
- Folder 22: Enrollment Affairs**
- Folder 23: Environmental Health & Safety**
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- Folder 26: Executive Development Center**
- Folder 27: Extension Degree Program**
- Folder 28: Facilities**
- Folder 29: Facilities Bond Projects**
- Folder 30: Facilities Improvement**
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- Folder 33: Faculty Scholarship**
- Folder 34: Faculty- Staff Campaign**
- Folder 35: Faculty Welfare Committee**
- Folder 36: Feast on the Southeast**
- Folder 37: Film Matters**
- Folder 38: Film Studies**
- Folder 39: Film Studies-Cinema Nouveau**
- Folder 40: Film Studies-Clarence Awards**
- Folder 41: Film Studies-Movie Makers**
- Folder 42: Financial Aid and Veterans Services**  
Includes Guide to Financial Aid, 1989
- Folder 43: Fisher memorial Garden**
- Folder 44: Food Services**
- Folder 45: Foreign Languages and Literature**

- Folder 46: Foundation Board**
- Folder 47: Freshman Learning Communities**
- Folder 48: Friends of UNCW**
- Folder 49: Gala Committee**
- Folder 50: General College**
- Folder 51: General Counsel**
- Folder 52: Geography & Geology**
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- Folder 54: Governor's Award for Excellence**
- Folder 55: Graduate Council**
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- Folder 57: Graduate School**
- Folder 58: Great Expectations**
- Folder 59: Greek Affairs**
- Folder 60: Health and Applied Human Sciences**
- Folder 61: Health Promotion**
- Folder 62: Heritage School**
- Folder 63: History**
- Folder 64: History Department- Bibliographies**
- Folder 65: History Department- Events and Programs**
- Folder 66: History- Graduate Studies**
- Folder 67: UNCW Stationary and Envelopes**
- Folder 68: History (Public History)**
- Folder 69: Homecoming**
- Folder 70: Honors Scholars Program**
- Folder 71: Honors Scholars Program (2 of 2)**

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- Folder 1: Honors College**
- Folder 2: Honor Scholars Recognition**
- Folder 3: Honors Scholars Program**
- Folder 4: Honors Societies**
- Folder 5: Hospitality Properties**
- Folder 6: Housing and Residence Life**



**Folder 7: Housing and Residence Life- Learning Communities**

**Folder 8: Human Resources- Mediation Program**

**Folder 9: Human Resources**

**Folder 10: Human Resources-Career Banding**

**Folder 11: Human Resources-Employment Application**

**Folder 12: Human Resources- Facts and Figures**

**Folder 13: Human Resources- NCFlex**

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**Folder 15: Human Resources- Staff Training and Development**

**Folder 16: Human Resources Workshops**

**Folder 17: Imaging Committee**

**Folder 18: Information Technology Systems Division (ITSD)**

**Folder 19: ITSD- Faculty Mentored Online Program**

**Folder 20: Innovate**

**Folder 21: Institute of Political Leadership**

**Folder 22: Institutional Diversity**

**Folder 23: Institutional Research Advisory Council**

**Folder 24: Intellectual Property Task Force Report**

**Folder 25: Intercultural Week**

**Folder 26: International Programs**

**Folder 27: International Studies Committee**

**Folder 28: Order of Isaac Bear Society/ Early College**

**Folder 29: Junior Seahawk Academy**

**Folder 30: Kenan Auditorium**

**Folder 31: Landmark Committee UNCW, 1990**

**Folder 32: Landscape Services-Controlled Burn**

**Folder 33: Large Enrollment Course Redesign Project**

**Folder 34: Leadership**

**Folder 35: Leadership Advisory Board**

**Folder 36: Leadership Center**

**Folder 37: Leadership Grove**

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**Folder 39: Leadership Studies**

- Folder 40: Learning Center**
- Folder 41: Learning Community Semester Spring, 2004**
- Folder 42: Legislative Liaison Committee**
- Folder 43: Letterhead and Stationary**
- Folder 44: Liberal Studies**
- Folder 45: Library Events**
- Folder 46: Lifelong Learning**
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- Folder 49: Lumina Theatre**
- Folder 50: Marine Biology and Biological Services**
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- Folder 54: Marine Science-Press Conference**
- Folder 55: Marine Science- exchange program**
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- Folder 4: Minority Student Advisory Board**
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- Folder 9: National Living Treasures**
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- Folder 22: Oceanside Arts Fest**
- Folder 23: Office of Admissions**
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- Folder 27: Office of Planned Giving**
- Folder 28: Office Information and Technology**
- Folder 29: Office of the President- UNCW Student Course Load Statistics**
- Folder 30: Online Course Enrollment**
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- Folder 32: Opera Outreach Project**
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- Folder 48: Postal Services**
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- Folder 61: Publication Roundtable Committee**
- Folder 62: Public Service - Annual Report**
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- Folder 64: Public Service and Continuing Studies - OLLI**
- Folder 65: Public Service and Continuing Studies - The Enlightenment**
- Folder 66: Public Service and Continuing Studies - Italian Heritage Society 1 of 2**
- Folder 67: Public Service and Continuing Studies - Italian Heritage Society 2 of 2**
- Folder 68: Public Service and Continuing Studies - Metropolitan Opera**
- Folder 69: Public Service and Continuing Studies - Osher Lifelong Learning Institute**
- Folder 70: Public Service and Continuing Studies -Executive Development Center**
- Folder 71: Public Service and Continuing Studies -Pathways**
- Folder 72: Public Service and Continuing Studies - Marine Quest**
- Folder 73: Public Service and Continuing Studies - Renaissance Weekend**
- Folder 74: Public Service and Continuing Studies -Strategic Plan**

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- Folder 2: Public Service and Continuing Studies-Youth Programs**
- Folder 3: Public Service and Extended Education (1 of 2 folders)**
- Folder 4: Public Service and Extended Education (2 of 2 folders)**
- Folder 5: Public Service and Extended Education- Community Outreach Program**

- Folder 6: Public Service and Extended Education - Global Access Grant (1 of 2)**
- Folder 7: Public Service and Extended Education - Global Access Grant (2 of 2)**
- Folder 8: Publishing Lab**
- Folder 9: Purchasing Services**
- Folder 10: Queno**
- Folder 11: Race Relations Task Force**
- Folder 12: Randall Library**
- Folder 13: Randall Library -Addition**
- Folder 14: Randall Library- Archives**
- Folder 15: Randall Library - Christmas Luncheon Cookbook, 1977**
- Folder 16: Randall Library - Curriculum Materials Center**
- Folder 17: Randall Library - Directory**
- Folder 18: Randall Library - Events**
- Folder 19: Randall Library - Exhibits**
- Folder 20: Randall Library - Exhibits Committee**
- Folder 21: Randall Library - Exhibits - Blast from the Past**
- Folder 22: Randall Library - Exhibits- Barnes & Noble**
- Folder 23: Randall Library - Exhibits : Flights - Percy Heath**
- Folder 24: Randall Library - Exhibits: Leutze**
- Folder 25: Randall Library - Exhibits: Look How We've Changes**
- Folder 26: Randall Library - Exhibits: Louise Jackson**
- Folder 27: Randall Library - Exhibits: apping Your University**
- Folder 28: Randall Library - Exhibits: Notable Visitors**
- Folder 29: Randall Library - Exhibits: SPARC/ Scholarly Communication, 2008**
- Folder 30: Randall Library - Special Collection**
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- Folder 32: Randall Library - Exhibits: Women's Studies Exhibit**
- Folder 33: Randall Library - Instruction**
- Folder 34: Randall Library - Liaison Program**
- Folder 35: Randall Library - One Book, One Community**
- Folder 36: Randall Library - NC Living Treasures**
- Folder 37: Randall Library - Oral History Program**
- Folder 38: Randall Library - Photos of Hayes Art Gallery Dedication**

- Folder 39: Randall Library - Presevation Policy**
- Folder 40: Randall Library Programs**
- Folder 41: Randall Library - Random Awards**
- Folder 42: Randall Library - Reference**
- Folder 43: Randall Library - ROTC Certificate of Appreciation**
- Folder 44: Randall Library - Special Collections**
- Folder 45: Randall Library - Staff Lists**
- Folder 46: Randall Library - Stationary**
- Folder 47: Randall Library - Student Appreciation Week**
- Folder 48: Randall Library - Telephone Directories**
- Folder 49: Randall Library - Throwdown, 2001**
- Folder 50: Randall Library - University Archives**
- Folder 51: Reach Out - Sexual Assault**
- Folder 52: Registrar**
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- Folder 55: SACS Self - Study**
- Folder 56: Safe Ride**
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- Folder 61: Science and Mathematics Education Center and Summer Ventures**
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- Folder 68: Seahawk Saturday**
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- Folder 70: Seahawk Sports Marketing**
- Folder 71: Sea Level**

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**Folder 75: Senior Outreach Scholars**

**Folder 76: Service Awards Program**

**Folder 77: Sexual Assault Response Team**

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**Folder 80: Sponsored Programs (1 of 2)**

**Folder 81: Sponsored Programs (2 of 2)**

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**Folder 3: Sociology and Criminal Justice**

**Folder 4: Southeastern Network for Economic Development**

**Folder 5: Staff Council**

**Folder 6: Staff Training and Development**

**Folder 7: Staff Award for Excellence Nominees**

**Folder 8: State Employees Combined Campaign**

**Folder 9: Steering Committee Forum**

**Folder 10: Stewardship Committee**

**Folder 11: Student Academic Support Programs**

**Folder 12: Student Account Services**

**Folder 13: Student Affairs**

**Folder 14: Student Affairs - Students@UNCW**

**Folder 15: Student Ambassadors**

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**Folder 18: Student Government Association**

**Folder 19: Student Health Center**

**Folder 20: Student Media**

**Folder 21: Student Planners**

**Folder 22: Student Recreation Center**

- Folder 23: Student Store**
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- Folder 25: Summer Music Camps**
- Folder 26: Summer Ventures**
- Folder 27: Sustainability Committee**
- Folder 28: Synergy - UNCW Common Reading Experience**
- Folder 29: Talons**
- Folder 30: Task Force on E-Learning**
- Folder 31: Task Force on Faculty Development for Teaching**
- Folder 32: Task Force on Teaching**
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- Folder 34: Taste it!**
- Folder 35: Teal Ticket**
- Folder 36: Technology Assistance Center**
- Folder 37: Technology Outreach**
- Folder 38: Telecommunications Services**
- Folder 39: The Seahawk (advertising handbook)**
- Folder 40: The Seahawk (rate card)**
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- Folder 42: Theatre Department**
- Folder 43: Transfer Admissions**
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- Folder 46: Transition Programs - Orientation**
- Folder 47: Transfer to Teal**
- Folder 48: Triangle Area Alumni Chapter**
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- Folder 50: UNCW Annual Report**
- Folder 51: UNCW Activities & Leadership Center**
- Folder 52: UNCW Alert**
- Folder 53: UNCW Athletic Ticket Office**
- Folder 54: UNCW Community Connection**
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**Folder 56: UNCW Days - Onslow County**

**Folder 57: UNCW Disability Services Resource Manual**

**Folder 58: UNCW Foundation**

**Box 9**

**Folder 2: UNCW - Media Production**

**Folder 3: UNCW One Card**

**Folder 4: UNCW - Outdoor Programs**

**Folder 5: UNCW Presents**

**Folder 5a: UNCW Presents**

**Folder 6: UNCW - TV**

**Folder 7: UNCW Weekend**

**Folder 8: UNCW Welcome**

**Folder 9: UNCW Under Construction**

**Folder 10: University Advancement**

**Folder 11: University Advancement: Annual Report of Donors**

**Folder 12: University Advancement: Planned Giving**

**Folder 13: University College - Academic Advising**

**Folder 14: University College - Teal Learning Community**

**Folder 15: University Learning Services**

**Folder 16: University Planning Committee**

**Folder 17: University Relations**

**Folder 18: University Relations - Publication Deadlines**

**Folder 19: University Relations - Washington Wizards**

**Folder 20: University Speakers Bureau**

**Folder 21: University Union Exhibit Series**

**Folder 22: University Union - Hawk's Nest**

**Folder 23: University of North Carolina - PACE**

**Folder 24: University Police**

**Folder 25: University of North Carolina - Semester in Washington, DC**

**Folder 26: UNSea Card Office**

**Folder 27: Upperman Center**

**Folder 28: Vagina Monologues**

**Folder 29: Watson School of Education**

**Folder 30: Watson School of Education - Consortium for the Advancement of Public Education (CAPE)**

**Folder 31: Watson School of Education - CT3**

**Folder 32: Watson School of Education - Education Lab**

**Folder 33: Watson School of Education - Fast Track**

**Folder 34: Watson School of Education - Graduate Programs Revisions**

**Folder 35: Watson School of Education - Instructional Technology**

**Folder 36: Watson School of Education - Legacy Hall**

**Folder 37: Watson School of Education - Razor Walker Awards programs (1 of 2), 1994-2009**

Some are photocopies from Watson College of Education.

**Folder 38: Watson School of Education - Razor Walker Awards (2 of 2) programs, 1994-2009**

Some are photocopies

**Folder 39: Watson School of Education - Reading Recovery**

**Folder 40: Watson School of Education - School Administration**

**Folder 41: Watson School of Education - Stompin' at the Savoy**

**Folder 42: Watson School of Education - Teacher Education Handbook**

**Folder 43: Watson School of Education - Teaching Fellows**

**Folder 44: Watson School of Education - Working & Learning with Art**

**Folder 45: Weight Wise Women**

**Folder 46: Wellness Services**

**Folder 47: Wilmington Concert Association**

**Folder 48: Women in Science and Engineering**

**Folder 49: Womens' Resource Center**

**Folder 50: Women's Studies**

**Folder 51: Writing & Reading**

**Url:** <http://randall3.uncw.edu/archon/index.php?p=collections/findingaid&id=485>