

Correspondence and papers, 1975-1979; 3 ft- 4 in. (1.01 m.); 8 boxes.

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**CALL NUMBER**            **FILE LIST**

**1981-020/001** CORRESPONDENCE AND PAPERS 1975-1979:

- (01) General, 1977-1979.
- (02) General, 1977-1979.
- (03) Annual Report for 1976-1977.
- (04) Annual Report, 1976-1977.

**1981-020/002**

- (05) Annual Report, 1976-1977, 1977-1978.
- (06) Annual Report, 1977-1978.
- (07) Carleton University: Office of Instructional Development, 1975-1977.  
Committees:
- (08) Faculty of Arts: Student/Faculty Liaison.
- (09) President's Advisory Committee on Teaching 1976-1977. (includes minutes)
- (10) President's Advisory Committee on Teaching, 1976-1977.
- (11) Senate Sub-Committee on Teaching and Learning, 1976-1978.
- (12) Senate Sub-Committee on Teaching and Learning, 1978-1979.
- (13) Ontario Confederation of University Faculty Association, Teaching Awards, 1977-1979.

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- (14) Ontario Confederation of University Faculty- Association, Teaching Awards, 1977-1979.
- (15) General, 1975, 1977-1979.
- (16) General, 1975-1978.
- (17) General, 1977-1978.
- (18) Applications, 1976-1978.
- (19) Applications for Grant, 1976-1977.  
Grant Proposals for 1977-1978:

CALL NUMBER      FILE LIST**1981-020/004**

- (20) Faculty of Administrative Studies; Public Administration department, Charles McMillan. Faculty of Arts
- (21) Computer Science department, John C. McCallum.
- (22) Humanities divisions J.L. Bartley.
- (23) Languages, Literature and Linguistics department, Patricia Shaw.
- (24) Language studies division, Alain M. Favrod.
- (25) Natural Sciences division Daniel Cappon.
- (26) Philosophy department, Michael A. Gilbert.
- (27) Political Science department, David V.J. Bell.
- (28) Political Science department, Drummond, Lavton-Brown, Stevenson.
- (29) Psychology department, Paul Herzberg. Atkinson College
- (30) Humanities, Leslie Sanders.
- (31) Psychology, C.J. Marino.
- (32) Social Work, Igor Kusyszyn, Igor Starak.
- (33) Social Work, Igor Starak.
- (34) Social Work, Elaine Vayda.
- (35) Social Work, Elaine Vayda.
- (36) Sociology, Mark Goodman.
- (37) Sociology, Judith Posner. Glendon College
- (38) Counselling and Career Centre, Ruth E. Wismer.
- (39) English, William S. Greaves.
- (40) Humanities, Charlene Liska, Bart Higgins. Graduate Studies
- (41) Political Science, F.J. Fletcher. IDF Grant Recipients, 1977-1978:
- (42) Jan Bartley, ESI,-Humanities.
- (43) Alain Favrod, French Studies.
- (44) William R. Fehlner, Computer Science.
- (45) Paul Herzberg, Psychology.
- (46) Judith Humphrery, Writing Workshop, first year project.
- (47) I. Martin.
- (48) Bryan H. Massam, Geography and Social Sciences.
- (49) H. Hono, Psychology.
- (50) Patricia A. Shaw, Languages, Literature and Linguistics.
- (51) R. Handscombe, Statement of Income and Expenses.
- (52) International Conference on University Teaching 1977.
- (53) OUPID Liaison Work., 1976-1979.
- (54) OUPID Grant., Final Report for 1976-1977.

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- (55) OUPID Educational Development Seminar Report, 1977.
- (56) OUPID Interim Report, 1977-1978.
- (57) Orientation:1976
- (58) President's Office (H. Ian Macdonald) 1977-1979.
- (59) Pacific Lutheran University, Tacoma, Washington, Integrated Studies Programme, 1977.
- (60) Petty Cash Fund, 1977-1979.
- (61) Registration Forms. 1976-1977.
- (62) Report of the Teaching and Learning Skills Programme, 1977-1978.
- (63) Requisition of Facilities, 1978.
- (64) Requisitions, Service Requests, 1977-1978.
- (65) Requisitions, University Facilities, 1978-1979.
- (66) Requisitions, 1978, Dr. Elaine Newton.
- (67) Requisitions, Prof. Indhu Rajagopal, 1978.
- (68) Resource Persons for Courses; Resumes, 1976.
- (69) Resource Persons for Instructional Development, 1976 and 1977.
- (70) Resource Persons for Courses, 1977. Seminars:
- (71) Memoranda, 1977.
- (72) J. Carruthers, What the Library Can Do for You and Your Students, November 10, 1977.
- (73) W.H. Dowdeswell, Judging the Effectiveness of Teaching in Science Courses, March 10, 1977.
- (74) M. Dumaresq, Teaching Students of Varying Abilities., March 14, 1978
- (75) Harriet Greenway, Recent Trends in Academic Staff Development in Britain, April 14 1977.
- (76) Stanley Jeffers, What Do We Test When We Test?, April 6, 1978.
- (77) Stephen Lee, 1978.
- (78) T.A. Meininger, Plagiarism, November 22, 1977.
- (79) C. Purton, Bridging the Arts/Science Barrier When Teaching Science to Arts Students, October 25, 1977.
- (80) Sandra Pyke, Increasing Student Participation in Large Classes, January 16, 1978.

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- (81) Seminar Book, 1976.
- (82) Teaching /Learning Book , Volumes 1&2, 1976-1978, I. Kusyszyn.
- (83) Seminar Book, 1977-1978
- (84) University of Guelph, 1977-1978.
- (85) University of Toronto, 1977-1978.

**CALL NUMBER      FILE LIST****1981-020/006 (cont.)**

- (86) Women in the York University Staff Association (YUSA)- Exempt Group, 1978.  
Workshops:

- (87) Schedules of Teaching Skills Programme, 1978-1979, Pending.
- (88) Basic Voice for Lecturers, 1976.
  
- (89) Basic Voice for Lecturers, Jan. 12- Feb. 9, 1978.
- (90) Basic Voice for Lecturers, 1978-1979.
- (91) Computer Assisted Instruction, 1977.
- (92) Confluent Education, March 1978, Ms McCarthy.
- (93) Contract Learning, December 1, 1977, K. Rudestam.
- (94) Developing Self-Instructional Packages, 1977, Bruce Squires.
- (95) Diagnosis of Ignorance, March 6, 1978, Richard Goranson.
- (96) Effective Visual Presentation in the Classroom, March 1, 1978, E. Crisp.

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- (97) Effective Visual Presentations, 1979.
- (98) First Class of Term, C. Furedy, 1978.
- (99) Foreign Students: Issues and Problems, October, 1977, S. Miller.
- (100) Formulating Assignment Questions, October 20, 1977, Edda Katz,, also November 14, 1977, Elaine Newton.
- (101) Formulating an Essay Thesis, January 23, 1978, Judith Humphrey.
- (102) Glendon Symposium on Teaching, March 17, 1977.
- (103) Goals and Priorities for Tutorial Leaders, 1976, Chris Furedy, Elaine Newton.
- (104) The Idea of University, 1976, Janet Scarfe.
- (105) Ideas of the University, January 24, 1977, Janet Scarfe.
- (106) Learning Skills Workshop, October 7, 1976, Paul Hollander.
- (107) Lecturing Workshop, November 12, 1976, B. Archibald.
- (108) Lecturing Workshop, November 12, 1976, D.H. Murray.

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- (109) Lecturing Workshop, November 12, 1976.
- (110) Lecturing Workshop, November 12, 1976.
- (111) Maximizing Learning in Small Groups, October 19, 1976, Igor Kusyszyn.
- (112) Organization of Lectures, C. Furedy, March 11, 1977.
- (113) Self Teaching Process in Higher Education, August 20, 1976.
- (114) A Sense of Self in Lecturing, February 2, 1978.
- (115) Small Group Teaching, November 2, 1976, Jack Canfield.

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- (116) Small Group Teaching, November 2, 1976.
- (117) Small Group Teaching, 1979.
- (118) Study and Learning Skills Meeting, Ryerson, October 21, 1977.

- (119) Sweden/ Canada (Conference) Workshop, May 7-18, 1979.
- (120) Teaching Large Classes, November, 1978.
- (121) Teaching Students to Think Critically, 1979.
- (122) Teaching Students to Write, 1979, J. Humphreys
- (123) Treating Students as Individuals, January 25, 1978.
- (124) Tutorial Workshop Why? and how?
- (125) Variety in the Lecture Class, 1979.
- (126) Videotaped Lectures, 1976-1977.
- (127) Writing Workshop Co-operative Project, 1977.

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COUNSELLING, AND DEVELOPMENT CENTRE, DEVELOPMENT OF TEACHING SKILLS PROGRAMME.  
(DOTS)/EDUCATIONAL DEVELOPMENT OFFICE.

Correspondence and Papers, Reports. 7 Boxes: 6.5 ft. (1.83 m) 1975-1983

**1985-010/001**

**Series I CORRESPONDENCE AND PAPERS:**

**General:**

- (01) 1976
- (02) 1977
- (03) 1978
- (04) 1979-1980
- (05) 1981-1982
- (06) Academic Development Fund, 1981

**Academic Planning:**

- (07) 1979-1980
- (08) 1980
- (09) 1981-1982
- (10) Accounting, 1979-1980
- (11) Ad Hoc Committee on Intercultural Relations, 1980-1981
- (12) Administration, 1980
- (13) Administrative Studies, Faculty of, 1979-1980
- (14) Advertising, 1977
- (15) AGNEW, Vijay, 1980-1981 American Association for Higher Education:
- (16) 1979-1980
- (17) 1980
- (18) 1982

**American Educational Research Association:**

- (19) 1979
- (20) 1980
- (21) 1980
- (22) 1980 (Special Interest Group)
- (23) 1981 (Pending)
- (24) 1981-1982

**Arts, Faculty of:**

- (25) 1979-1980
- (26) 1980-1981

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- (27) Association of American Colleges, 1980-1981
- (28) Association of Universities and Colleges of Canada, 1981-1982
- (29) Atkinson College, 1979-1980
- (30) Atkinson College, 1980-1981
- (31) Attrition Study, 1978
- (32) Benson/Graves, 1980
- (33) BHANSALI, Mrs., 1980
- (34) BLACKWELL, David, 1980-1981

- (35) BOUD, Dr. David, 1980-1981
- (36) Budget, 1980-1981
- (37) Budget, 1981-1982
- (38) Canadian Videotex Consultative Committee- Education Subcommittee, 1981
- (39) Cantrell, Lucie, 1981
- (40) Central Duplicating, 1982
- (41) Committee on Curriculum Policy & Instruction, 1981 - 1982
- (42) Commonwealth Secretariat- Directory/Developmental Studies, 1980-1981
- (43) Contacts, 1976
- (44) Contacts (British), 1977
- (45) Council for the Advancement of Experiential Service, 1981

**Council of Ontario Universities:**

- (46) Office of Teaching and Learning, 1977-1980
- (47) Conference, June 1980
- (48) Conference, June 1980
- (49) Review, 1981
- (50) Sweden-Canada, 1981
- (51) Counselling and Development
- (52) Duplicating Work Orders, 1979-1981
- (53) Education, Faculty of, 1980-1981

**Educational Development Office:**

- (54) Department of Instructional Resources Series, 1982 - 1983
- (55) Programmes, 1982-1983

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- (56) Move, 1980-1981
- (57) Educational Resources Information Centre, 1977-1980
- (58) Environmental Studies, Faculty of, 1981
- (59) Faculty Consultants

**Faculty Consultations:**

- (60) General
- (61) 1979 (Borins)
- (62) 1979-1980
- (63) Faculty Evaluation, Feb. 23, 1978
- (64) Fellowships/Grants, 1982
- (65) Field Experience, 1979
- (66) Film Department, 1983
- (67) Fine Arts, Faculty of, 1981
- (68) Fine Arts/Visual Arts, 1981

**FOUND, Dr. (Vice President):**

- (69) 1979-1980
- (70) 1980-1981(Academic Affairs)
- (71) 1981-1982
- (72) Dec. 1982 (Project)

**Gle n d o n :**

- (73) General
- (74) Basic Voice for Lecture Series, 1980
- (75) Conferences, 1980-1981
- (76) Conferences, 1981
- (77) Conferences, 1982
- (78) Conferences, 1982

- (79) Programme, 1980-1981
- (80) Work/Study Option, 1982
- (81) GODARD, Mrs. B., n.d.

- (82) Graduate Studies, Faculty of, 1980
- (83) Hoffman, Dr. Richard, 1980

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- (84) IDF Writing Workshop, 1979-1980
- (85) Individualized Consultations, 1977-1978
- (86) Individual Counselling, 1979
- (87) Institute of Behavioural Research, 1979
- (88) Instructional Development Fund (Dr. H. Ono), 1979-1980
- (89) Invoicing Requisitions, 1978

**Learning and Study Skills Association:**

- (90) 1978-1980
- (91) 1981
- (92) Library (Atkinson), 1981
- (93) Library (Atkinson), 1981-1982
- (94) Library Orientation Evaluation, 1981

**Long Range Planning Committee:**

- (95) General
- (96) 1980-1981
- (97) 1981-1982 (Note includes Draft Report on Planning)
- (98) Manual (list of Sessions), n.d.
- (99) Mature Students Committee, 1980
- (100) Mature Students Services Committee, 1980-1981
- (101) McDonald, Dr. Rod (Murdoch University, W. Australia)
- (102) Meetings, 1980
- (103) Money Order Items/Received, 1981
- (104) Morley Project, 1980
- (105) Moyer, M. n.d.
- (106) NEUFELD, Dr. Alfred
- (107) O'DONNELL, Peter (Athabasca University), n.d.
- (108) Ontario Confederation of University Faculty Association, 1979-1980

**Ontario Educational Communications Authority:**

- (109) 1978-1979
- (110) 1980-1981

**Ontario Institute for Studies in Education:**

- (111) Higher Education Group, 1980-1981
- (112) Research Day with York, 1983
- (113) Ontario Ministry of Education- Discussion Paper (secondary Education Review Project), 1980
- (114) Ontario Society for Microcomputers in Education 1979 - 1980

**Ontario Universities Programme for Instructional Development:**

- (115) General, 1979-1980
- (116) Future, 1977-1979
- (117) Grant Applications, 1978-1980
- (118) Meetings, 1980 (Note includes Annual Report 1978 - 1979)
- (119) Survey, 1980
- (120) Waterloo/Ryerson/York Resource Centre, 1980



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**Orientations (Educational Development Office Newsletter):**

- (121) General, 1980-1981
- (122) General, 1980-1981
- (123) Conferences, 1982

**Issues/Publications:**

- (124) Volume 1, No. 2, Jan. 1981
- (125) Volume 1, No. 3, Mar. 1981
- (126) Volume 2, No. 2, Dec. 1981
- (127) Volume 2, No. 3, Mar. 1982
- (128) June 1982
- (129) Sept. 1982
- (130) Dec. 1982
- (131) 1982-1983
- (132) Mar. 1983
- (133) Mailing Lists, 1981
- (134) PACR Sub-Committee, 1980
- (135) Pending, 1980-1981
- (136) Personnel, 1980-1981
- (137) Ph. D Associates (Dr. Frank Bunn), 1981
- (138) Practicum Student, 1978-1979
- (139) President's Advisory Committee on Teaching (A-G) , 1976
- (140) President's Advisory Committee on Teaching (H-Z) , 1976
- (141) Presidential Advisory Committee on Sexual Harassment, 1980
- (142) Presidential Memos, 1979-1980
- (143) Professional Development, 1982
- (144) Programme, 1980-1981
- (145) Publicity, 1977
- (146) Publishing Seminar, 1980
- (147) Publishing Seminar, 1981
- (148) Resource Centre/Library Coordinator's Workshop 1981
- (149) Retraining, 1981
- (150) SCHWARTZ, Mark, n.d.
- (151) Scott Library, 1979
- (152) Second Language Teaching Seminars, 1979
- (153) Simulation Workshop, Nov. 9, 1982
- (154) SMITH, Brian, n.d.
- (155) Social Sciences and Humanities Research Council Session, Sept. 17, 1980
- (156) Social Science Teaching Assistants, 1979

**Sub-Committee on Teaching and Learning:**

- (157) General, 1976-1982
- (158) Summer Project, 1981
- (159) Subscriptions, 1979-1980
- (160) Summer Programmes, 1980
- (161) Summer Project, 1980
- (162) Teaching Assistants Theory, 1981-1982

**Teaching Skills Programme:**

- (163) Advisor Committee, 1978-1979 (Note includes Minutes)
- (164) Events, 1979-1980
- (165) Events, 1980

- (166) Ideas, 1979-1980
- (167) Teaching Workloads and Responsibilities, n.d.
- (168) Telephone Calls, 1977-1978
- (169) Telephone Calls- President's Credit Card, 1977
- (170) Travel, 1982

**Universities and Colleges:**

- (171) General, 1976-1980
- (172) Carleton, 1979-1980
- (173) Guelph, 1979-1980
- (174) Laurentian, 1978-1981
- (175) McGill, 1975-1978
- (176) McMaster, 1980-1981
- (177) Ottawa, 1981
- (178) Queen's, 1980-1981
- (179) Queensland (Australia), 1981
- (180) Royal Military College, Kingston, 1978

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- (181) Ryerson Polytechnical Institute, 1980-1981
- (182) Toronto (St. George), 1978-1981
- (183) Toronto (Scarborough), 1979
- (184) Waterloo, 1977-1980
- (185) Western Ontario, 1977-1981
- (186) Wilfred Laurier, 1976-1981
- (187) Windsor, 1977-1981
- (188) University Education Research Project, 1979
- (189) Wired University Research Project, 1979
- (190) Work/Study Programmes (Note includes news-clippings), 1979-1980
- (191) Writing Workshop, 1979-1980
- (192) York Youth Connection, 1982

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**REPORTS:**

- (193) Academic Policy and Planning Committee of the Senate- Technical Sub-Committees Project, 1982
- (194) Teaching Skills Programme- Annual Report, 1976- 1977