

YORK UNIVERSITY ARCHIVES AND SPECIAL COLLECTIONS

**INVENTORY OF THE
YORK UNIVERSITY (TORONTO, ONT.) CENTRE FOR THE SUPPORT OF
TEACHING FONDS**

INVENTORY #039
23 May 1995

FONDS LEVEL DESCRIPTION

York University (Toronto, Ont.). Centre for the Support of Teaching fonds. — 1975-1983. — 2.85 m of textual records.

The Centre for the Support of Teaching was established in 1989 as a successor body to the Educational Development Office, which itself was developed in 1980 to take over the Development of Teaching Skills Programme from the Counselling and Development Centre. The Centre supports the teaching faculty and classroom learning by providing teaching-related workshops, special programmes, information about issues in teaching through newsletters and bibliographies, and by the development of teaching evaluation instruments.

The fonds consists of the Records of the Educational Development Office. Development of Teaching Skills Programme, 1975-1983.

Access is restricted.

Permission to view these files must be obtained from the Director, Centre for the Support of Teaching, and be directed to the Archivist, York University.

File lists available.

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

RESTRICTED: ACCESS ONLY WITH PERMISSION OF THE EDUCATIONAL DEVELOPMENT OFFICE.

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.

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- (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 NUMBERFILE 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 Humphrey, 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.

CALL NUMBERFILE LIST**1981-020/005**

- (55) OUPID Educational Development Seminar Report, 1977.
- (56) OUPID Interim Report, 1977-1978.
- (57) Orientation:1976
- (58) President's Office (H. Ian IMacdonald) 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. Elain 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 Brittain, 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 NUMBERFILE 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.

CALL NUMBERFILE LIST**1981-020/008 (cont.)**

- (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.

CALL NUMBER**FILE LIST****1985-010.039**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

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- (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)

Glendon:

- (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.

CALL NUMBER**FILE LIST**

- (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

CALL NUMBERFILE LIST**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

SERIES 2**REPORTS:**

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