

University of Chicago Library

Guide to the Harold Swift Papers 1897-1962



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Descriptive Summary

Identifier	ICU.SPCL.SWIFTH
Title	Swift, Harold. Papers
Date	1897-1962
Size	109.5 linear feet (217 boxes)
Repository	Special Collections Research Center University of Chicago Library 1100 East 57th Street Chicago, Illinois 60637 U.S.A.

Abstract The papers of Harold H. Swift, member of the Board of Trustees of the University of Chicago from 1914 to 1955, consist of correspondence, reports, and documents related to his activities as a member and later as chairman of the Board during this period of the University's history. There are a few letters which date as early as 1907, the year of Swift's graduation from the University, and material from the last seven years of his life (1955-62). The bulk of the collection dates between 1922 and 1948, when Swift was chairman of the Board. Few Universities have ever had such a devoted servant as the University of Chicago had in Harold Swift, and Swift served at a time in the University's history when it was still possible for one man to maintain contact with the many facets of the life of the institution.

Information on Use

Access

No restrictions

Citation

When quoting material from this collection, the preferred citation is: Swift, Harold H. Papers, [Box #, Folder #], Special Collections Research Center, University of Chicago Library

Biographical Note

The youngest son of Gustavus and Anna Swift, Harold Swift was born January 24, 1885. Upon his graduation from the University of Chicago in 1907, he went to work in his father's meat packing industry, where he eventually became a vice president. In 1914, he became the first alumnus of the University to be elected as a trustee. In 1922, when Martin A. Ryerson stepped down as president of the Board, Swift's popularity with alumni and his own considerable interest in the University made him a logical choice for the position.

In retrospect, Swift's assumption of the presidency of the Board may be seen as marking the beginning of a new era in the history of the University. It coincided with Harry Pratt Judson's resignation from the presidency of the University and with the beginning of a process of serious reevaluation of all aspects of the University's work which continued throughout the 1920's. There is a story that when the new Board president offered the job of president to Ernest DeWitt Burton, Burton asked whether Swift wanted someone who would merely hold the line or whether he wanted someone who would move ahead. When Swift answered the latter, Burton accepted. Burton died in 1925, but Swift kept "moving ahead," first with Max Mason as president and later (1929) with Robert Maynard Hutchins, in whose election he played an important role.

Throughout the 1930's and 1940's, Swift and the often controversial policies of the young president in the face of adverse public opinion, e.g., the issue of communism in the University (Boxes 190-92) as well as in matters of internal dissension such as the Senate "Memorial" of 1944 (Boxes 196-97). The outstanding exception to this harmonious relationship between the president and the Board was Swift's opposition to the abolition of football in 1939 (Boxes 113-17).

Swift's retirement from the chairmanship of the Board of Trustees in 1948 was in some sense the end of the era which he had helped to initiate. (The title of President of the Board of Trustees was changed to Chairman in 1938.) Within three years, the flamboyant Hutchins administration gave way to the sober efforts of the administration of Lawrence Kimpton to come to terms with the new realities of the post-war era and most concretely of the declining neighborhood surrounding the University. Swift continued on the Board until 1955, when, on reaching retirement age, he was made an honorary trustee. Despite sometimes failing health, he continued unstinting in his loyalty to the University and remained active, particularly in fund-raising efforts, almost up until the time of his death in 1962.

Scope Note

These papers represent Swift's office files from about 1914 to 1962. There they were kept under alphabetically arranged Subject, headings. Although every effort has been made to preserve the integrity of these files as Swift kept them, the original groupings frequently proved unfeasible, partly because Swift himself periodically removed inactive files and stored them away, thus destroying the original order, and partly because all the files were removed to a Swift and Company warehouse following Swift's death. They remained there for nearly two years before being transferred to the University archives. During these moves, what order remained in the files was lost. In any case, the original headings, useful as they were for the purposes of Swift's secretary, tended to obscure the presence of certain kinds of material if the user was not familiar with the operational structure of the University.

Accordingly, a somewhat different mode of organization has been adopted. There are ten major sections which fall into three groups. The first group consists of the first section alone:

materials relating directly to the functioning of the Board of Trustees, e.g., minutes of meetings, arrangements for trustee-sponsored dinners, etc. The Second group consists of sections II through IX. In one sense, it is also material relating to the functioning of the Board of Trustees, but it has to do more with the Board's (and Swift's) involvement in particular aspects of the life of the University, e.g., students, departments, programs, buildings and grounds. In each case, the materials could have been classified under the trustee committee which dealt with that area, but a general Subject, classification was deemed more useful. The final group, Section X, is a small group of quasi-Personal papers concerned with Swift's participation in activities not directly related to the University. The most significant of these was a Red Cross mission to Russia in 1914 (Boxes 213-14). Box 215 contains a scrapbook from the trip to Russia, a tape of a radio talk given by Swift on the early history of the University, and a citation plaque from the Limited Editions Book Club.

As a whole, the collection is oriented toward the administrative and financial rather than the academic side of the University. There are, of course, exceptions to this rule. For example, we have already mentioned Swift's keen interest in varsity football and his opposition to its being dropped from the University. And in 1943-44, the Trustees' Committee on Instruction and Research became deeply involved in the dispute between President Hutchins and a contingent of professors who opposed organizational reforms which would have taken power away from the individual departments. For the most part, however, Swift adhered faithfully to the division of responsibility outlined in the By-laws: the president is responsible for the administration of academic affairs, while fund-raising and general financial administration falls under the jurisdiction of the Board of Trustees.

This does not mean that the academic and business aspects of the University were kept entirely separate. The president, of course, played a vital part in fund-raising efforts, and as the chart shows, he was finally responsible to the Board for his handling of academic matters. On the other side, Swift took a keen interest in the Libraries and played a vital part in obtaining the library and papers of Harriet Monroe for the University. Nevertheless, generally, the user should not expect to find significant amounts of material on individual departments or faculty members unless they involved some relationship outside the University. There is, for example, a considerable body of correspondence concerning the University and Rush Medical School, but this is concerned primarily with the merger between the University of Chicago Medical School, Presbyterian Hospital, and Rush Medical.

Any system of classification is arbitrary, and the user of these papers is advised to imagine as many different connections as possible for the Subject, of his research, as a concern of the Board of Trustees. Many areas are quite unambiguous, but others occur in connections which might not be immediately apparent.

For example, most fund-raising activities fall under the heading of Development, but since special fund-raising efforts usually center on some event in the general life of the University,

materials concerning specific campaigns, are as likely to be classified under University Events as under Development. The fiftieth anniversary campaign of 1940-41, for instance, with all the fund-raising materials and correspondence relating to it, is viewed as part of the Fiftieth Anniversary Celebration. Fund-raising materials are also likely to be found among g papers concerned with Alumni affairs, since Alumni comprise one of the principal groups toward which such appeals are directed. Still other references to campaigns will be found in the minutes of the Trustees' Committee on Development.

The user should be aware that many of the sequential sets of papers in the Swift papers are fragmentary. For example, the minutes of the Committee on Development are only for the years 1930 to 1948. Trustees' minutes (Boxes 1 through 19) were probably extra copies which Swift kept on hand, for he had a complete bound set of the minutes which were placed in the office of the University Counsel following his death. Other apparently fragmentary sequences, particularly of correspondence, are due to the problem-oriented character of the collection. Swift could not remain deeply involved in all aspects of the University at the same time. If the Commons were running, the Board merely received and approved its report. On the other hand, if there were complaints concerning the cost of food or the quality of service, there might be a thorough investigation of its operating practices generating fourteen folders of material for one year (see Box 212, f. 8-21).

There follows, for quick reference, an outline of the sections into which the papers are divided. At the beginning of each of the ten sections, the user will find a topical and (where necessary) descriptive table of contents for that section. There, certain unfamiliar terms such as docket, timber file, etc., which Swift used to designate documents or organs of the University, are explained.

Series I: THE BOARD OF TRUSTEES

Series II: UNIVERSITY ADMINISTRATIVE OFFICES

Series III: FINANCIAL ADMINISTRATION

Series IV: DEVELOPMENT

Series V: ADMINISTRATION; DIVISIONS, SCHOOLS, AND COLLEGES

Series VI: ALUMNI

Series VII: UNIVERSITY AFFILIATIONS AND RELATIONS

Series VIII: UNIVERSITY AFFAIRS

Series IX: BUILDINGS AND GROUNDS

Related Resources

The following related resources are located in the Department of Special Collections:

<http://www.lib.uchicago.edu/e/spcl/select.html>

Subject Headings

- Swift, Harold Higgins, 1885-1962
- Burton, Ernest De Witt, 1856-1925
- University of Chicago -- Benefactors -- Biography
- University of Chicago -- History
- College trustees -- Illinois -- Biography

INVENTORY

Series I: Board of Trustees

Subseries 1: Minutes of Committee Meetings

Box 1

Folder 1

Committee on Accounting and Audit, 1932

Box 1

Folder 2

Committee on Accounting and Audit, 1933

Box 1

Folder 3

Committee on Accounting and Audit, 1934

Box 1

Folder 4

Committee on Accounting and Audit, 1935

Box 1

Folder 5

Committee on Accounting and Audit, 1936

Box 1

Folder 6

Committee on Accounting and Audit, 1937

Box 1

Folder 7

Committee on Accounting and Audit, 1938

Box 1

Folder 8

Committee on Accounting and Audit, 1939

Box 1

Folder 9

Committee on Accounting and Audit, 1940

Box 1

Folder 10

Committee on Accounting and Audit, 1941
Box 1
Folder 11
Committee on Accounting and Audit, 1942
Box 1
Folder 12
Committee on Accounting and Audit, 1943
Box 1
Folder 13
Committee on Accounting and Audit, 1944
Box 1
Folder 14
Committee on Accounting and Audit, 1945
Box 1
Folder 15
Committee on Accounting and Audit, 1946
Box 1
Folder 16
Committee on Accounting and Audit, 1947
Box 1
Folder 17
Committee on Accounting and Audit, 1948
Box 1
Folder 18
Committee on Accounting and Audit, 1949
Box 1
Folder 19
Area, Committee on 1954, 1955, 1957
Box 1
Folder 20
Arrangements on the Quarter-Centennial Celebration, Committee on 1915
Box 1
Folder 21
Audit and Securities, Special Committee on 1922, 1926, 1931
Box 1
Folder 22
Committee on Budget, 1928
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Committee on Budget, 1946

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Committee on Budget, 1947

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Committee on Budget, 1948

Box 2

Folder 3

Committee on Budget, 1949

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Folder 4

Committee on Budget, 1950, Jan-Jun

Box 2

Folder 5

Committee on Budget, 1950, Jul-Dec

Box 2

Folder 6

Committee on Budget, 1951, Jan-Jul

Box 2

Folder 7

Committee on Budget, 1951, Aug-Dec

Box 3

Folder 1

Committee on Budget, 1952, Jan-May

Box 3

Folder 2

Committee on Budget, 1952, Jun-Dec

Box 3

Folder 3

Committee on Budget, 1953, Jan-May

Box 3

Folder 4

Committee on Budget, 1953, Jun-Dec

Box 3

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Committee on Budget, 1954, Jan-May

Box 3

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Committee on Budget, 1954, Jun-Dec

Box 3

Folder 7

Committee on Budget, 1955, Jan-Jun

Box 4

Folder 1

Committee on Budget, 1955, Jul-Dec

Box 4

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Committee on Budget, 1956, Jan-Jun
Box 4
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Committee on Budget, 1957, Jul-Dec
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Committee on Budget, 1958, Jan-Apr
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Committee on Budget, 1962, Jan-Mar
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Committee on Budget, 1962, Apr-May
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Committee on Buildings and Grounds, 1914
Box 5
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Committee on Buildings and Grounds, 1915
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Committee on Buildings and Grounds, 1916
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Folder 12
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Box 6A
Folder 13-13a
Committee on Buildings and Grounds, 1929
Box 6A
Folder 14-14a
Committee on Buildings and Grounds, 1930
Box 7
Folder 1
Committee on Buildings and Grounds, 1931
Box 7
Folder 2
Committee on Buildings and Grounds, 1932
Box 7

Folder 3

Committee on Business Administration, 1961

Box 7

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Committee on Business Administration, 1962

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Committee on Business Affairs, 1932

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Campaign Steering Committee, 1954
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Campaign Steering Committee, 1955
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Campaign Steering Committee, 1956
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Campaign Steering Committee, 1957
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Folder 8
Campus Development (Architectural Planning), Committee on 1957
Box 8
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Campus Planning, Committee on (changed name from above in 1958) 1958
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Campus Planning, Committee on (changed name from above in 1958) 1959
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Campus Planning, Committee on (changed name from above in 1958) 1960
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Campus Planning, Committee on (changed name from above in 1958) 1961
Box 8
Folder 13
Campus Planning, Committee on (changed name from above in 1958) 1962
Box 8
Folder 14
Contributory Group Insurance, Special Committee on 1928, 1929

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Committee on Development, 1930
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Committee on Development, 1947

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Committee on Development, 1948

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Committee on Expenditures, 1922

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Committee on Expenditures, 1929

Box 10

Folder 1

Committee on Expenditures, 1930

Box 10

Folder 2

Expenditures/Officers Committee (changed name in July 1931), 1931

Box 10

Folder 3

Expenditures/Officers Committee (changed name in July 1931), 1932

Box 10

Folder 4

Expenditures/Officers Committee (changed name in July 1931), 1933

Box 10

Folder 5

Expenditures/Officers Committee (changed name in July 1931), 1934

Box 10

Folder 6

Committee on Finance and Investment, 1914

Box 10

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Committee on Finance and Investment, 1915

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Committee on Finance and Investment, 1916

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Committee on Finance and Investment, 1923

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Committee on Finance and Investment, 1924

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Folder 17

Committee on Finance and Investment, 1925

Box 11

Folder 1

Committee on Finance and Investment, 1926, Jan-Jun

Box 11

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Committee on Finance and Investment, 1926, Jul-Dec

Box 11

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Committee on Finance and Investment, 1927, Jan-Jun

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Committee on Finance and Investment, 1927, Jul-Dec

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Committee on Finance and Investment, 1928, Jan-Feb

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Committee on Finance and Investment, 1928, Mar-Jun

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Committee on Finance and Investment, 1928, Jul-Dec

Box 12

Folder 1

Committee on Finance and Investment, 1929, Jan-Mar

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Committee on Finance and Investment, 1933, May-Jun

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Committee on Finance and Investment, 1933, Jul-Aug

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Committee on Finance and Investment, 1933, Sep-Oct

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Committee on Finance and Investment, 1934, Jan-Feb

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Committee on Finance and Investment, 1935, Jan-Apr

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Committee on Finance and Investment, 1935, May-Oct

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Filbey, Emery T., correspondence with concerning the use of radio-active isotopes, 1947

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Gift and Loan Fund, correspondence and reports 1926-30

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scholarship funds, copies of acknowledgements

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Folder 19

scholarship funds, copies of acknowledgements

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scholarship funds, copies of acknowledgements

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scholarship funds, copies of acknowledgements

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scholarship funds, copies of acknowledgements

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Two-year junior college scholarships, financing, 1927-28

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Two-year junior college scholarships, financing, 1929

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Two-year junior college scholarships, awards 1934-36

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Two-year junior college scholarships, awards 1938-39

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Folder 10

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Folder 15

Two-year B.A. degree, correspondence 1942-43

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Folder 2

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Folder 3

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Folder 8
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Folder 9
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Folder 10
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Folder 11
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Folder 12
Diplomas, correspondence re (see also above f. 3)

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Folder 13
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Folder 14
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Folder 15
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Folder 16
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Strozier report on student activities 1948

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Y.M.C.A., correspondence re 1915

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Folder 5

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Folder 6
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Folder 9

Arizona Club, correspondence 1941

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Folder 10

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Folder 11

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Folder 12

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Folder 13

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Folder 5

Correspondence, invitations for lunches and dinners given by Trustees for the Committee

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Folder 6

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Folder 7

Exhibits 1-19 for the letter from the Committee, originals, correspondence concerning etc.

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Folder 8

Exhibits 1-19 for the letter from the Committee, background information for-printed pamphlets, clippings etc.

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Folder 15

Luncheon for Mr. Vincent, June 17, 1936-correspondence

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Folder 16

Luncheon for Mr. Vincent, June 17, 1936-acceptances, A-Z

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Luncheon for Mr. Vincent, June 17, 1936-regrets, A-Z

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Folder 18

Luncheon for Mr. Vincent, June 17, 1936-letters of appreciation

Box 154

Folder 1

Special Alumni Dinner, February 2 1956-correspondence

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Folder 2

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Folder 3

Publicity correspondence, 1939-1942

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Folder 4

Announcement Dinner, 1940-correspondence and invitations

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Folder 6

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Board of Directors, Meetings, Minutes of 1941-1942

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Folder 8

Board of Directors, Meetings, Minutes of 1943-1945

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Folder 9

Board of Directors, Meetings, Minutes of 1946-1949

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Folder 10

Board of Directors, Meetings, Minutes of 1950-1951

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Contributors, list of 1940 Mar-Jun

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Folder 1

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Folder 2

Contributors, list of, 1941 Jan-Aug

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Folder 3

Contributors, list of, 1941 summaries

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Contributors, list of, 1941 summaries

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Folder 5

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General Correspondence 1947-1949

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General Correspondence 1952-1954

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General Correspondence 1954-1958

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Box 156

Folder 1

Dinner, October 20, 1939-correspondence

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Folder 2

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These topics are distinguished from those included in the next heading by virtue of the closeness of their ties with the University. The Great Books Foundation and Encyclopedia Britannica were not University agencies. Nevertheless, the University's sponsorship of these enterprises and Robert Hutchins' participation in them amount to something more than a purely external relationship. Although the material on the University Settlement has primarily to do with Swift's relation to it as a Personal benefactor rather than as chairman of the Board of Trustees, this is still an extension of the University in that it was sponsored by the University in connection with its programs in sociology and social service.)

Subseries 2, Non-university organizations

(Alphabetical arrangement of substantial amounts of material on General Education Board, Limited Editions Book Club, Northwestern University, President's Commission on Higher Education, Rockefeller Foundation, Rosenwald Foundation, Carnegie Institute of Technology.

Swift's membership in the Limited Editions Book Club was a purely Personal matter; and his service on the boards of the Rockefeller and Rosenwald Foundations was characterized by the type of disinterestedness that he showed in his service on the University Board of Trustees. His participation in the Commission on Higher Education called by President Truman in 1946 was a result of his relation to the University of Chicago, but the Commission had no other direct ties with the University-at least not that these papers (primarily notes from meetings and drafts of reports) show.)

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