Inventory of the

# International and Special Programs <br> Records <br> in the <br> Northern Illinois University Archives 

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## INTRODUCTION

The University Archives acquired the records of the Office of International and Special Programs in several installments beginning in the mid-1960s. Literary rights are dedicated to the public. There are no restrictions on access to the records.

29 boxes<br>13.50 linear feet<br>1954-2006

## SCOPE AND CONTENT

The records of the Office of International and Special Programs provides documentation on the office's activities, primarily after the mid-1980's. Types of materials include reports, proposals, correspondence, program information, brochures, and bulletins. A major portion of the collection deals with the Peace Corps Program in the early 1980s and Foreign Studies Programs.

## HISTORICAL SKETCH

In the summer of 1956, largely through the efforts of Charles Howell of the Social Services Department, an Oxford Seminar was initiated with nearly fifty students. During the late 1950s and early 1960s additional departments participated and the range of foreign and special programs at Northern increased dramatically.

The International Programs Office was established in the fall of 1969 with Daniel Wit as its first director. The director was authorized to exercise supervisory, coordinating, and developmental responsibilities in connection with several programs: foreign study, faculty and student exchange, international technical assistance, and cooperative ventures with foreign governments and universities. The office was expanded in 1970 to include Special Programs, defined as interdisciplinary and inter-college programs which were university-wide in scope. By 1982 the office, under the continued leadership of Dean Wit, was responsible for eleven programs. Wit retained that title until his retirement on January 1, 1992, with the exception of 1985-1986 when he served as acting vice president and provost. By 1992 the International Programs component of the division consisted of an International Student and Faculty Office, an Office for International Training and Consultation, and the Foreign Study Office. The Special Programs units were the Center for Black Studies; the Gerontology Program; the Medieval Studies Concentration Program; the Office of Vocational, Technical, and Career Education; University Resources for Women; and University Resources for Latinos.

Soon after Dean Wit retired in 1992, and upon recommendations made by a committee of faculty and administrators that reviewed the Division, its functions and organization, it was decided to reorganize the Division of International and Special Programs. All units perceived not directly international in scope and function were transferred to other academic colleges and to the Provost's office. It was renamed the Division of International Programs, led by an

[^0]Executive Director, no longer a Dean. By 1995 the Foreign Study Programs Office was renamed the Study Abroad Office. Since 2004 Anne Seitzinger has been the Assistant Director of the Study Abroad Office [although her working title is Director]. In August 1996 the Office of International Training and Consultation was renamed the Office of International Training and Development, and in 2000 it became the International Training Office with Lina Ong, Director. Thecla Cooler served as the Director of the International Student and Faculty Office until her retirement, and Heesun Majcher currently serves (2012). Manfred Thullen served as Executive Director of International Programs from 1993 until his retirement in 2002. Deborah Pierce now (2012) heads the division.

## COLLECTION INVENTORY

## BOX FOLDER DESCRIPTION

History and Information, 1967-1995
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Directory of Faculty International Interests, 1969-1970
Copenhagen Program, 1971
Ecuador Program, 1971, 1973
General Studies in England, 1977, 1978
French Studies, (1977)
Great Britain Programs, 1977
Grenoble Program, 1971
$9 \quad$ Salzburg Programs, (1971-1978)
10 Switzerland Program, 1972
Foreign Studies:
Informational Brochures
Department Programs:
Art, 1963-1967
English, 1963-1973
History, 1965-1971
Home Economics, 1965-1968
European Seminar:
Correspondence:
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6 Exam and Graduation Provisions, 1959
7 Frames' Tours Ltd., 1954-1955

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European Seminar, cont.: Correspondence,
$5 \quad 1-4 \quad$ Correspondence, June 1988-June 1990, Jan. 1991

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1 Summary Report, 1987-1988
Internal Contract Procedures, 1976-1980, n.d.
Correspondence, July 1984-May 1988

Peace Corps:
5-6 Ecuador, Technical Proposal, Dec. 16, 1982, and Related Correspondence, Dec. 1982-Feb. 1983
RFP Ecuador, 1982
Aid Ecuador, 1982
RFP/PC Niger-Thailand Health/Nutrition, 1983
Niger-Thailand Proposal Response to RFP, 1983
Thailand RFP Med/Tech 1983, (1981-1982)
Aid/RFP Lesotho, 1984
Kenya 1984, (Documents 1982)
Pre-Service \& In-Service Training in Kenya, Proposal, July 1984
Kenya, Documents, 1984
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Inquiries, 1958, 1961-1962
Iowa State, 1955
Pantagraph Printing and Stationary Co., 1955
Thomas Cook and Son, Inc., 1954-1955
U.S. Custom Service, 1955

Vouchers, 1955-1961
Western Michigan, 1954-1956
General, (1955-1962)
Bulletins, (1955-1962)
Applications, Filed Only, 1956, 1962
Applications, cancellations, 1956, 1962 Applications, 1956, 1959, 1962
OITD News, Newsletter of the Office of International Training and Development, 1997-

Correspondence, Meeting Materials, 1991-2002
Faculty Advisory Committee for Study Abroad, 2001-2002
Background Materials for External Review, 2002
External Review, 2002
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Study Abroad Office, cont.:

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Faculty Handbook for NIU Administered/Faculty Directed Study Abroad Programs, 2002-2003
Study Abroad Program, Booklets, 2003/4, 2004/5;
Flyers, 2010-2011
International Programs:
Retreats, 1994-1995
Staff Correspondence, 1994-2001
Correspondence with Executive Vice President \& Provost, (1995-2001)
Correspondence with Presidents LaTourette and Peters, 2000
Staff Meetings, 1995-2000
Advisory Council/Committee, 1995-2002
Task Force on International Education:
6-7 Correspondence, Meeting Minutes, Planning Materials, 1997-1998
Correspondence, 1998-1999
Draft Report and Recommendations, 1999
Follow-Up, 1999-2000
International Education Coordinating Group, 1995-2000
International Student and Faculty Office, External Review, 2001
$7 \quad$ Office of International Training and Development, 1995-2000
$30^{\text {th }}$ Anniversary of Division of International Programs, September 1999
International Week, 1999
1-2 International Week, 2000-2001
CIPRIS/SEVIS, 1999-2002
ESL, Intensive English Language Program, (1993-1998)
Programs in Greece, 1992-1995
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Doctoral Program in Chile, 1999-2001
"Crossing Borders," Ford Foundation Proposal, 1996-1997
International Programs, Space Allocation in Williston, 1995-1996;
University Allocation Master Plan,1993-1995
Council of Deans, 1998-2001
Advising Handbook, Liberal Arts \& Sciences College, 1996
Affirmative Action, Hiring Process, ca. 1994
National Security Education Program (NSEP), 1994-1995
National Security Education Program, (NSEP), Institutional Scholarship, 1995-1996

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Illinois Consortium for International Education (ICIE), 1996-2002
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Ghost Ranch VIII Seminar (AIEA), October 2001
International Training and Consultation Country Programs:
Bangladesh, Urban Management Training Program for Engineers, n.d.

Belize Central American Peace Scholarship, 1986
Bolivia Request for Proposal (RFP), 1985
Brazil Partners of the Americas, 1983-1989
Burma Proposal, Edible Oils, n.d.
Caribbean Region, 1981
Chile, Peter Meserve NSF Grant, 1981
Costa Rica, 1981, 1983-1985
Costa Rica Peace Corps RFP, 1982
Public Administration in Central America, University of Costa Rica, 1984
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Business in Costa Rica, 1984-1985
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Ecuador Peace Corps Proposal, 1976
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Ecuador RFP, 1982; Ecuador USAID Letter, 1983
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Egypt, USAID, 1982
Egypt RFP Family Planning, 1983
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Pre-Training Research Tasks Guatemala, n.d.
Living with a Guatemalan Family, n.d.; Personal Impact Modification, n.d.; Cross-Cultural Exercises, n.d.
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Proposal for Prince of Songkla University, Thailand [Albritton], 1990
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Central and South American Bank Contact List, FELABAN, n.d.
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Priorities, Quality, and Productivity (PDP) Documents, 1994-1995
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USAID Columbo Sri Lanka, 1995
Correspondence, 1993, 1996-1998
Calumet Communities Consortium, 1995-1996; Project Wheel/Youth Program, 1996
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Activity Report, Office of International Training and Development, 1997-1998; Memos, 1998-1999
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Planning and Reorganization to International Training Office, 1998-1999
International Training Office, 1997-2000, 2002-2004
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