

Virginia Association of Educational Opportunity Program Personnel (VAEOPP) Records

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1970-2015



Title Statement

Virginia Association of Educational Opportunity Program Personnel (VAEOPP) Records Virginia Association of Educational Opportunity Program Personnel (VAEOPP) Records, 1970-2015 Ms.1989.003

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Publication Statement

Publisher: Special Collections and University Archives, Virginia Tech

Special Collections and University Archives, University Libraries (0434)
560 Drillfield Drive
Newman Library, Virginia Tech
Blacksburg, Virginia 24061
Business Number: 540-231-6308
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URL: <http://spec.lib.vt.edu>



2012 (CC0 1.0)

Profile Description

Creation: This finding aid was produced using ArchivesSpace on 2024-06-29 07:01:42 -0400.

Language Usage: Description is written in: English, Latin script.

Descriptive Rules: Describing Archives: A Content Standard

Descriptive Summary

Unit ID

Ms.1989.003

Unit Date

1970-2015

Language

The materials in the collection are in English.

Abstract

The collection is organized into seven series: Board and Administrative Records, Conference Material, Membership Material, Correspondence, Newsletters and Other Publications, Miscellaneous Material, and Media. The collection includes, but is not limited to, meeting minute and agendas, committee reports, conference planning documents and programs, forms, organizational correspondence, membership lists, publications, and memorabilia.

Creator

Virginia Association of Educational Opportunity Program

Extent

5.5 Cubic Feet 5 boxes

Repository

Special Collections and University Archives, Virginia Tech

Administrative Information

Conditions Governing Access

The collection is open for research.

Conditions Governing Reproduction and Use

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Source of Acquisition

The original material in the collection was donated to Special Collections in January 1989. Additional materials were received in 1990, 1991, 2012, 2013, and 2015.

Processing Information

The processing, arrangement, and description of the Virginia Association of Education Opportunity Program Personnel (VAEOPP) Records was completed in August 2012. Donations from 2013 and 2015 were processed in July 2017.

Preferred Citation

Researchers wishing to cite this collection should include the following information: [identification of item], [box], [folder], Virginia Association of Educational Opportunity Program Personnel (VAEOPP) Records, 1970-2015, Ms1989-003, Special Collections and University Archives, Virginia Tech, Blacksburg, Va.

Administrative History

The Virginia Association of Educational Opportunity Program Personnel (VAEOPP) was established in 1975 as an organization to bring together those who are professionally involved in broadening accessibility to and success in the formal post-secondary education of economically or socially disadvantaged Virginians.

Scope and Content

The collection is organized into seven series: Board and Administrative Records, Conference Material, Membership Material, Correspondence, Newsletters and Other Publications, Miscellaneous Material, and Media. The collection includes, but is not limited to, meeting minute and agendas, committee reports, conference planning documents and programs, forms, organizational correspondence, membership lists, publications, and memorabilia.

Series I: Board and Administrative Records includes by-laws and constitutions, governmental and legislative material, strategic plans, meeting agendas, meeting minutes, board members, election material, committees, board reports, committee reports, scholarship recipients, scholarship applications, guidelines, and qualifications, surveys, proposals and recommendations, awards and recognition, student special services material, budget information, financial information, bank statements, receipts, fiscal management manuals, and miscellaneous forms.

Series II: Conference Material consists of conference programs, evaluations and proposals, registration and attendance, pamphlets and fliers, schedules, a speech, and a planning manual.

Series III: Membership Material contains personnel directories, membership information, membership applications, program manuals, resumes, and activities.

Series IV: Correspondence is composed of program personnel mailing, letters, notes, and memos.

Series V: Newsletters and Other Publications includes newspaper clippings, bulletins, updates, expository essays, as well as association newsletters and journals.

Series VI: Notes and Handouts consists of transportation information, notes, reference manuals, fliers, and a poem.

Series VII: Media includes unrestricted electronic files from a flash drive donated with the 2012 accrual. Files date from approximately 2003 to 2011.

Keywords

Local/Regional History and Appalachian South
University History
Virginia Polytechnic Institute and State University (1970-)

Rights Statement for Archival Description

The guide to the Virginia Association of Educational Opportunity Program Personnel (VAEOPP) Records by Special Collections and University Archives, Virginia Tech, is licensed under a CC0 (<https://creativecommons.org/share-your-work/public-domain/cc0/>).

Technical Access

The collection contained two unidentified Hi8 video tapes and a flash drive. The video tapes were removed to the accession file and are available on request. **Please note:** Special Collections does not have a player for these tapes. Unrestricted materials from the flash drive are available on the CD in the Series VII: Media folder.

Arrangement

The collection is divided into seven series:

Series I: Board and Administrative Records is arranged by type of material.

Series II: Conference Material is arranged by type of material.

Series III: Membership Material is arranged by type of material.

Series IV: Correspondence is arranged chronologically by date.

Series V: Newsletters and Other Publications is arranged chronologically by date.

Series VI: Notes and Handouts is arranged by type of material.

Series VII: Media files were left in their original order.

Description of Subordinate Components

Series I: Board and Administrative Records

By-laws and Constitutions (2 folders)

box-folder 1 (box)

Container 1-2 (folder)

Governmental and Legislative Material

box-folder 1 (box)

Container 3 (folder)

Strategic Plans

box-folder 1 (box)

Container 4 (folder)

Executive Board Meeting Agendas

box-folder 1 (box)

Container 5 (folder)

Board Meeting Agendas (2 folders)

box-folder 1 (box)

Container 6-7 (folder)

State Meeting Agendas

box-folder 1 (box)

Container 8 (folder)

Business Meeting Agendas

box-folder 1 (box)

Container 9 (folder)

Miscellaneous Meeting Agendas

box-folder 1 (box)

Container 10 (folder)

Executive Board Meeting Minutes (4 folders)

box-folder 1 (box)

Container 11-14 (folder)

Board and Committee Meeting Minutes (2 folders)

box-folder 1 (box)

Container 15-16 (folder)

State Meeting Minutes (4 folders)

box-folder 1 (box)

Container 17-20 (folder)

Business Meeting Minutes (2 folders)

box-folder 1 (box)

Container 21-22 (folder)

Minutes

box-folder 1 (box)

Container 23 (folder)

Board Members

box-folder 1 (box)

Container 24 (folder)

Election Material

box-folder 1 (box)

Container 25 (folder)

Committees

box-folder 1 (box)

Container 26 (folder)

Presidential Reports (3 folders)

box-folder 1 (box)

Container 27-29 (folder)

President-elect and Past President Reports

box-folder 1 (box)

Container 30 (folder)

Officers and Representatives Reports

box-folder 1 (box)

Container 31 (folder)

Legislative Committee and Nominations and Elections Committee Reports

box-folder 1 (box)

Container 32 (folder)

Membership Committee and Scholarship Committee Reports

box-folder 1 (box)

Container 33 (folder)

Development Committee and Emerging Leaders Program Reports

box-folder 1 (box)

Container 34 (folder)

Conference Committee and Banquet and Facilities Committee Reports

box-folder 1 (box)

Container 35 (folder)

Trio Achievers Committee and Awards and Recognition Committee Reports

box-folder 1 (box)

Container 36 (folder)

Public Relations Committee and Communications Committee Reports

box-folder 1 (box)

Container 37 (folder)

Finance Committee and Archives Committee Reports

box-folder 1 (box)

Container 38 (folder)

Miscellaneous Committee Reports

box-folder 1 (box)

Container 39 (folder)

Scholarship Material

box-folder 2 (box)

Container 1 (folder)

Surveys

box-folder 2 (box)

Container 2 (folder)

Proposals and Recommendations

box-folder 2 (box)

Container 3 (folder)

Awards and Recognition**box-folder** 2 (box)**Container** 4 (folder)**Student Special Services Material****box-folder** 2 (box)**Container** 5 (folder)**Fiscal Management Manuals****box-folder** 2 (box)**Container** 6 (folder)**Miscellaneous Forms****box-folder** 2 (box)**Container** 7 (folder)**Series II: Conference Material****Conference Programs****Unit Date** 1982-1988**box-folder** 2 (box)**Container** 8 (folder)**Conference Programs****Unit Date** 1989-1990**box-folder** 2 (box)**Container** 9 (folder)**Conference Programs****Unit Date** 1997-2001**box-folder** 2 (box)**Container** 10 (folder)**Conference Programs****Unit Date** 202-2003**box-folder** 2 (box)**Container** 11 (folder)**Conference Programs****Unit Date** 2004-2005**box-folder** 2 (box)**Container** 12 (folder)**Conference Programs****Unit Date** 2006-2008**box-folder** 2 (box)**Container** 13 (folder)

Conference Programs**Unit Date** 2009-2010**box-folder** 2 (box)**Container** 14 (folder)**Conference Programs****Unit Date** 2011**box-folder** 2 (box)**Container** 15 (folder)**Conference Evaluations and Proposals****box-folder** 2 (box)**Container** 16 (folder)**Conference Registration and Attendance****box-folder** 2 (box)**Container** 17 (folder)**Conference Pamphlets and Fliers****box-folder** 2 (box)**Container** 18 (folder)**Miscellaneous Conference Material****box-folder** 2 (box)**Container** 19 (folder)**Series III: Membership Material****Personnel Directories (3 folders)****box-folder** 2 (box)**Container** 20-22 (folder)**Membership Information (2 folders)****box-folder** 2 (box)**Container** 23-24 (folder)**Membership Applications (2 folders)****box-folder** 2 (box)**Container** 25-26 (folder)**Program Manuals****box-folder** 2 (box)**Container** 27 (folder)**Resumes and Activities****box-folder** 2 (box)**Container** 28 (folder)**Series IV: Correspondence****Correspondence**

Unit Date 1970-1979

box-folder 2 (box)

Container 29 (folder)

Correspondence

Unit Date 1980

box-folder 2 (box)

Container 30 (folder)

Correspondence

Unit Date 1981

box-folder 2 (box)

Container 31 (folder)

Correspondence

Unit Date 1982

box-folder 2 (box)

Container 32 (folder)

Correspondence

Unit Date January - June 1983

box-folder 2 (box)

Container 33 (folder)

Correspondence

Unit Date July - December 1983

box-folder 2 (box)

Container 34 (folder)

Correspondence

Unit Date 1984

box-folder 3 (box)

Container 1 (folder)

Correspondence

Unit Date 1985-1997

box-folder 3 (box)

Container 2 (folder)

Correspondence

Unit Date 1998-2001

box-folder 3 (box)

Container 3 (folder)

Correspondence

Unit Date 2002-2009, n.d.

box-folder 3 (box)

Container 4 (folder)

Series V: Newsletters and Other Publications (2 folders)

box-folder 3 (box)

Container 5-6 (folder)

Series VI: Notes and Handouts

box-folder 3 (box)

Container 7 (folder)

Series VII: Media

Unit Date 2003-2011

box-folder 3 (box)

Container 8 (folder)

Scope and Content

The 2011 donation to the collection included a flash drive with organizational records. The CD in the collection includes unrestricted materials from the flash drive.