

Bursar, Office of the

Office of the Bursar Records
1739-1918, 1977-1987

Title Statement

Bursar, Office of theGuide to the Office of the Bursar Records UA 72

Publication Statement

Publisher: Special Collections Research Center

William & Mary Special Collections Research Center
Earl Gregg Swem Library
400 Landrum Dr
Williamsburg, Virginia
Business Number: 757-221-3090
spcoll@wm.edu
URL: <https://libraries.wm.edu/libraries-spaces/special-collections>

2007-05-29

Profile Description

Creation: This finding aid was produced using ArchivesSpace on 2025-05-15 13:17:35 -0400.

Language Usage: English

Descriptive Rules: Describing Archives: A Content Standard

Descriptive Summary

Unit ID

UA 72

Unit ID

/repositories/2/resources/9046

Unit Date

1739-1918, 1977-1987

Language

English

Creator

College of William and Mary. Office of the Bursar.

Extent

7.00 Linear Feet

Repository

Special Collections Research Center

Administrative Information

Conditions Governing Access:

This collection is open to all researchers. Manuscript collections and archival records may contain materials with sensitive or confidential information that is protected under federal or state right to privacy laws and regulations, such as the Virginia Public Records Act (Code of Virginia. § 42.1-76-91); and the Virginia Freedom of Information Act (Code of Virginia § 2.2-3705.5). Confidential material may include, but is not limited to, educational, medical, and personnel records. If sensitive material is found in this collection, please contact a staff member immediately. The disclosure of personally identifiable information pertaining to a living individual may have legal consequences for which the College of William and Mary assumes no responsibility.

Conditions Governing Use:

Before reproducing or quoting from any materials, in whole or in part, permission must be obtained from the Special Collections Research Center, and the holder of the copyright, if not Swem Library.

Acquisition Information:

Acc. 1979.036 was transferred from Student Financial Aid on 05/1979 and 08/1987. Acc. 1979.078 was received from the James Blair Attic 05/1979. An addition was received 10/25/1984. Acc. 1983.122 was received 12/01/1983. Acc. 1984.031 was received 02/1984, 06/06/1984, and 09/02/1991. Acc. 1984.056 was transferred from General Accounting on 09/03/1984 and 04/09/1986. Acc. 1984.057 transferred from General Accounting on 04/09/1986, 03/13/1990, and 03/16/1992. Acc. 1984.058 transferred from General Accounting on 04/09/1984 and 09/03/1984. Acc. 1984.059 transferred from General Accounting on 09/03/1984, 02/06/1985, 04/09/1986, 03/13/1990, and 03/16/1992. Ac. 1985.073 was received 10/18/1985. Acc. 1991.088 purchased from Al Canero 09/02/1991.

Preferred Citation:

Office of the Bursar Records, Special Collections Research Center, Earl Gregg Swem Library, College of William and Mary.

Historical Note:

The Financial Operations department at the College of William & Mary and the Virginia Institute of Marine Science (VIMS) is responsible for providing comprehensive accounting, bursar and payroll services in support of the College's primary mission of education, research and public service.

Scope and Contents

The records of the Office of the Bursar are some of the earliest and most comprehensive records of the College of William and Mary from the 18th century surviving to the present day. Of particular note are various references to individuals enslaved by the College as well as to the Brafferton Indian School. The collection includes Bursar's reports, financial statements, statements of rents due to the College, accounts with individuals, lists of tenants, receipts and expenditures, revenues from the exportation of tobacco, duties on skins and furs, bills of lading, as well as indentures of people to the College. The account books reference student accounts, including that of Thomas Jefferson.

The bills of lading include the name of the ship, the destination (i.e., London, Philadelphia) and sometimes the name of the ship's captain.

Several documents reference payment for servants' [enslaved individuals] clothes, board, and other general expenses and sometimes include names, such as Lemon, Pompey, and Oliver.

Related Materials:

William and Mary financial reports are also found in Acc. 1995.032 of the Vice President for Administration and Finance Records, and Vice President for Business Affairs Records (UA 63). See also various records from administrative offices. Folders 258-260, 273, 277, 280-283 of the College Papers Collection (UA 14) were transferred to this collection on 3/12/2012.

Keywords

Account books

College of William and Mary--History--18th century

College of William and Mary--History--19th century

College of William and Mary--History--20th century

College of William and Mary--Students

Electronic Format:

Digitized versions when available are in the W&M Digital Archive.

<http://hdl.handle.net/10288/13360>

Custodial History:

Acc. T2004.004 was destroyed on 4/8/2008; Acc. T2004.005 was destroyed on 4/8/2008; Acc. T2007.003 was destroyed on 7/9/2008 according to the General Schedules of the Library of Virginia.

Portions of this collection were previously part of the University Archives Publications Collection.

Physical Characteristics or Technical Requirements:

When available, photocopies, microfilm, digital versions, or other reproductions must be used in place of original documents.

Parts of this collection requires microfilm or microfiche readers.

Description of Subordinate Components

Bursar Account Book

Unit ID id69399

Unit ID /repositories/2/archival_objects/446241

Unit Date 1743-1770

Mixed Materials 1 (Box)

Scope and Contents

Scope and Contents Four volumes of bursar's accounts covering the years 1745-1770 (Box 1), 1743-1770 (Box 2), 1770-1776 (Box 3), and 1850-1875 (Box 4). The accounts document William and Mary students, faculty, and staff in the 18th-19th centuries. Of particular note are accounts related to the Brafferton Indian School and to people enslaved at the College. The account of Thomas Jefferson is in the 1745-1770 volume. These books have all been microfilmed and are on a reel with Acc. 1985.073. A digital version is also available. Researchers must use the microfilm or digital version.

Bursar Account Book

Unit ID id305611

Unit ID /repositories/2/archival_objects/446242

Unit Date 1745-1770

Mixed Materials 2 (Box)

Bursar Account Book

Unit ID id305613

Unit ID /repositories/2/archival_objects/446243

Unit Date 1770-1776

Mixed Materials 3 (Box)

Bursar Account Book

Unit ID id305615

Unit ID /repositories/2/archival_objects/446244

Unit Date 1850-1875

Mixed Materials 4 (Box)

Accounts, Bills, Statements of Revenue (oversize)**Unit ID** id295038**Unit ID** /repositories/2/archival_objects/446245**Unit Date** 1739-1881**Mixed Materials** 5 (Box)**Investments and Loans of William & Mary****Unit ID** id295042**Unit ID** /repositories/2/archival_objects/446252**Unit Date** 1739-1802**Mixed Materials** 5 (Box)**Container** 1 (Folder)**Scope and Contents**

Scope and Contents Of particular note are multiple references to slavery, including enslaved people held by the College of William & Mary. Other references of note are: Nottoway plantation, tobacco, wheat, the Brafferton Indian School, as well as a letter to Dr. Swem regarding the collection.

Bursar's Account with Individuals**Unit ID** id295046**Unit ID** /repositories/2/archival_objects/446253**Unit Date** 1746-1811, 1855, 1847, 1877-1878, 1881**Mixed Materials** 5 (Box)**Container** 2 (Folder)**Scope and Contents**

Scope and Contents Of particular note are multiple references to slavery, including enslaved people held by the College of William & Mary. Also, accounts with individuals for the rebuilding of the President's House, 1782-1786, with a few accounts verified by B.S. Ewell and Robert Saunders, 1855 and 1847. Payment by Robert Page for several surveyors, which he received from St. George Tucker, 1801. Private tuition for Daniel McNaughton, 1794.

Statement of Rents Due to the College of William & Mary**Unit ID** id295054**Unit ID** /repositories/2/archival_objects/446254**Unit Date** 1761-1830 and undated**Mixed Materials** 5 (Box)**Container** 3 (Folder)**Scope and Contents**

Scope and Contents Of particular note are references to Nottoway Plantation and tobacco revenue.

Bills of Lading and Statements of Revenue from the Export of Tobacco**Unit ID** id295062**Unit ID** /repositories/2/archival_objects/446255**Unit Date** 1763-1764**Mixed Materials** 5 (Box)**Container** 4 (Folder)**Scope and Contents**

Scope and Contents Records often include ship name, destination, captain's name, and cargo information.

Invoices, Tax Bills, Receipts, and Checks

Unit ID id295070

Unit ID /repositories/2/archival_objects/446256

Unit Date 1765-1771

Mixed Materials 5 (Box)

Container 5 (Folder)

Scope and Contents

Includes 1730 account from Samuel Young for John Brown's tobacco payments from 1728-1730.

Bills of Lading, Statements of Revenue, Indenture

Unit ID id305667

Unit ID /repositories/2/archival_objects/446246

Unit Date 1763-1811

Mixed Materials 6 (Box)

Bills of Lading and Statements of Revenue from the Export of Tobacco

Unit ID id295082

Unit ID /repositories/2/archival_objects/446257

Unit Date 1770-1775

Mixed Materials 6 (Box)

Container 1 (Folder)

Statement of Revenues from Skins and Furs

Unit ID id295086

Unit ID /repositories/2/archival_objects/446258

Unit Date 1763-1773

Mixed Materials 6 (Box)

Container 2 (Folder)

Scope and Contents

Scope and Contents Documents often include lists of animals killed, captain's name, and destination.

Statements of Revenue from the Export of Tobacco

Unit ID id295090

Unit ID /repositories/2/archival_objects/446259

Unit Date 1764-1766

Mixed Materials 6 (Box)

Container 3 (Folder)

Scope and Contents

Scope and Contents Documents often include captain's name, destination, and name of the vessel.

Statements of the Revenue from the Export of Tobacco

Unit ID id295094

Unit ID /repositories/2/archival_objects/446260

Unit Date 1767-1769

Mixed Materials 6 (Box)

Container 4 (Folder)

Scope and Contents

Scope and Contents Documents often contain the vessel's name, captain's name, and the destination.

Indentures of People to the College of William & Mary

Unit ID id295098

Unit ID /repositories/2/archival_objects/446261

Unit Date 1800, 1802, 1803, 1805, 1811, 1819-1821, 1850

Mixed Materials 6 (Box)

Container 5 (Folder)

Scope and Contents

Scope and Contents Indentures between Champion Travis and the College, 1800 Sept. 1, Sept. 8; Indenture between Thomas Spencer and the College, 1802 May 1; Indenture between Wilson Cary Nicholas and the College, 1811

Accounts of Receipts and Expenditures, Estimate of Income and Expenditures, Investments and Loans, Bursar's Reports and Statements

Unit ID id294394

Unit ID /repositories/2/archival_objects/446247

Unit Date 1804-1876

Mixed Materials 7 (Box)

Accounts of Receipts and Expenditures, Statement of Cash

Unit ID id305693

Unit ID /repositories/2/archival_objects/446262

Unit Date 1788, 1804-1810

Mixed Materials 7 (Box)

Container 1 (Folder)

Accounts of Receipts and Expenditures, Estimate of Income and Expenditures, Cash Accounts

Unit ID id305695

Unit ID /repositories/2/archival_objects/446263

Unit Date 1811-1818

Mixed Materials 7 (Box)

Container 2 (Folder)

Scope and Contents

Scope and Contents Estimate of Income/Expenditures mentions purchase of servant's clothes; Cash Accounts lists payment for servant's clothes, payment of Lemon's coffin, payment for servant's board, and mentions two other men who were likely enslaved: Pompey and Oliver.

Investments and Loans, Debt of William Mayo

Unit ID id305697

Unit ID /repositories/2/archival_objects/446264

Unit Date 1804-1877

Mixed Materials 7 (Box)

Container 3 (Folder)

Bursar's Reports and Statements

Unit ID id305699

Unit ID /repositories/2/archival_objects/446265

Unit Date 1821-1822

Mixed Materials 7 (Box)

Container 4 (Folder)

Bursar's Reports and Statements

Unit ID id305701

Unit ID /repositories/2/archival_objects/446266

Unit Date 1823-1827

Mixed Materials 7 (Box)

Container 5 (Folder)

Bursar's Reports and Statements

Unit ID id305703

Unit ID /repositories/2/archival_objects/446267

Unit Date 1828-1829

Mixed Materials 7 (Box)

Container 6 (Folder)

Bursar's Reports and Statements

Unit ID id305705

Unit ID /repositories/2/archival_objects/446268

Unit Date 1830-1831

Mixed Materials 7 (Box)

Container 7 (Folder)

Bursar's Reports and Statements

Unit ID id305707

Unit ID /repositories/2/archival_objects/446269

Unit Date 1832-1839

Mixed Materials 7 (Box)

Container 8 (Folder)

Bursar's Reports and Statements, Invoices, Tax Bills, Receipts, and Checks

Unit ID id294446

Unit ID /repositories/2/archival_objects/446248

Unit Date 1840-1891

Mixed Materials 8 (Box)

Bursar's Reports and Statements

Unit ID id305709

Unit ID /repositories/2/archival_objects/446270

Unit Date 1840-1843

Mixed Materials 8 (Box)

Container 1 (Folder)

Bursar's Reports and Statements

Unit ID id305711

Unit ID /repositories/2/archival_objects/446271

Unit Date 1844-1845, 1848-1850

Mixed Materials 8 (Box)

Container 2 (Folder)

Bursar's Reports and Statements

Unit ID id305713

Unit ID /repositories/2/archival_objects/446272

Unit Date 1851-1853

Mixed Materials 8 (Box)

Container 3 (Folder)

Scope and Contents

Scope and Contents Of note is reference to the College hiring out an enslaved person to the "Lunatic Asylum."

Bursar's Reports and Statements

Unit ID id305715

Unit ID /repositories/2/archival_objects/446273

Unit Date 1870, 1875-1876, 1884-1885

Mixed Materials 8 (Box)

Container 4 (Folder)

Bursar's Reports and Statements

Unit ID id305717

Unit ID /repositories/2/archival_objects/446274

Unit Date 1886-1888, 1891

Mixed Materials 8 (Box)

Container 5 (Folder)

Invoices, Tax Bills, Receipts, and Checks

Unit ID id305719

Unit ID /repositories/2/archival_objects/446275

Unit Date 1849

Mixed Materials 8 (Box)

Container 6 (Folder)

Deed, Invoices, Tax Bills, Receipts, Checks, Debts, Statements, Investments, Loans, Accounts, Vouchers, Inventories

Unit ID id305721

Unit ID /repositories/2/archival_objects/446249

Unit Date 1803-1918

Mixed Materials 9 (Box)

Deed for 11 Shares in the James River Company (sold by William Berkeley)

Unit ID id305723

Unit ID /repositories/2/archival_objects/446276

Unit Date 1803 June 14

Mixed Materials 9 (Box)

Container 1 (Folder)

Recapitulation of Annual Income

Unit ID id305725

Unit ID /repositories/2/archival_objects/446277

Unit Date 1804 March 10-1818 December 31

Mixed Materials 9 (Box)

Container 2 (Folder)

List of Bonds Due the College of William & Mary

Unit ID id305727

Unit ID /repositories/2/archival_objects/446278

Unit Date 1816-1818

Mixed Materials 9 (Box)

Container 3 (Folder)

Scope and Contents

Scope and Contents References to enslaved people.

Invoices, Tax Bills, Receipts, and Checks

Unit ID id305729

Unit ID /repositories/2/archival_objects/446279

Unit Date 1842, 1845-1848

Mixed Materials 9 (Box)

Container 4 (Folder)

Invoices, Tax Bills, Receipts, and Checks

Unit ID id305731

Unit ID /repositories/2/archival_objects/446280

Unit Date 1849

Mixed Materials 9 (Box)

Container 5 (Folder)

Invoices, Tax Bills, Receipts, and Checks

Unit ID id305733

Unit ID /repositories/2/archival_objects/446281

Unit Date 1849

Mixed Materials 9 (Box)

Container 6 (Folder)

Invoices, Tax Bills, Receipts, and Checks

Unit ID id305735

Unit ID /repositories/2/archival_objects/446282

Unit Date 1850-1857

Mixed Materials 9 (Box)

Container 7 (Folder)

Invoices, Tax Bills, Receipts, and Checks

Unit ID id305741

Unit ID /repositories/2/archival_objects/446283

Unit Date 1859-1890 and undated

Mixed Materials 9 (Box)

Container 8 (Folder)

Edmund Christian (Bursar)

Unit ID id305743

Unit ID /repositories/2/archival_objects/446284

Unit Date 1830 November 4 - 1842 November 4

Mixed Materials 9 (Box)

Container 9 (Folder)

Correspondence and Memorandum

Unit ID id305745

Unit ID /repositories/2/archival_objects/446285

Unit Date 1853, 1871, 1879, undated

Mixed Materials 9 (Box)

Container 10 (Folder)

Scope and Contents

Includes January 29, 1879 letter from Mann & Stringfellow (Attorneys) about a lawsuit between William & Mary and John Wingfield about land in Sussex and Prince George County.

Papers Concerning the Debts of Young I. Clements and Martin Drewry to the College of William & Mary

Unit ID id305747

Unit ID /repositories/2/archival_objects/446286

Unit Date 1850, 1870-1872

Mixed Materials 9 (Box)

Container 11 (Folder)

Papers Concerning the Debts of John P. Turner to the College of William & Mary

Unit ID id305753

Unit ID /repositories/2/archival_objects/446287

Unit Date 1871-1875

Mixed Materials 9 (Box)

Container 12 (Folder)

Papers Concerning the Debt of William C. Mayo to the College of William & Mary

Unit ID id305755

Unit ID /repositories/2/archival_objects/446288

Unit Date 1876-1889

Mixed Materials 9 (Box)

Container 13 (Folder)

Scope and Contents

Scope and Contents See also Box 7 for oversize items

List of Stocks and Bonds Belonging to the College of William & Mary

Unit ID id305749

Unit ID /repositories/2/archival_objects/446289

Unit Date 1862-1864

Mixed Materials 9 (Box)

Container 14 (Folder)

Report of the Faculty

Unit ID id305751

Unit ID /repositories/2/archival_objects/446290

Unit Date 1870-1872

Mixed Materials 9 (Box)

Container 15 (Folder)

Statements of Assets and Liabilities

Unit ID id305757

Unit ID /repositories/2/archival_objects/446291

Unit Date 1872-1891

Mixed Materials 9 (Box)

Container 16 (Folder)

Papers Concerning the Shadwell Estate in Albemarle County, Va.

Unit ID id305759

Unit ID /repositories/2/archival_objects/446292

Unit Date 1877-1879

Mixed Materials 9 (Box)

Container 17 (Folder)

Investments and Loans

Unit ID id305761

Unit ID /repositories/2/archival_objects/446293

Unit Date 1884-1889

Mixed Materials 9 (Box)

Container 18 (Folder)

Accounts and Vouchers of the Boarding House

Unit ID id305763

Unit ID /repositories/2/archival_objects/446294

Unit Date 1903 January-March

Mixed Materials 9 (Box)

Container 19 (Folder)

Accounts and Vouchers of the Boarding House

Unit ID id305765

Unit ID /repositories/2/archival_objects/446295

Unit Date 1903 January-March

Mixed Materials 9 (Box)

Container 20 (Folder)

Accounts and Vouchers of the Boarding House

Unit ID id305767

Unit ID /repositories/2/archival_objects/446296

Unit Date 1903 April-May

Mixed Materials 9 (Box)

Container 21 (Folder)

Accounts and Vouchers of the Boarding House

Unit ID id305769

Unit ID /repositories/2/archival_objects/446297

Unit Date 1903 April-May

Mixed Materials 9 (Box)

Container 22 (Folder)

Inventory of Goods on Hand and Equipment

Unit ID id305771

Unit ID /repositories/2/archival_objects/446298

Unit Date 1918 June 7 and undated

Mixed Materials 9 (Box)

Container 23 (Folder)

General Ledgers (microfiche)

Unit ID id295890

Unit ID /repositories/2/archival_objects/446250

Unit Date 1979-1987

Mixed Materials 10 (Box)

General Ledgers, Microfilm Reels

Unit ID id305617

Unit ID /repositories/2/archival_objects/446251

Unit Date 1754-1770 and 1977-1978

Mixed Materials General Ledger Microfilm Reels (Reel)