

# INVENTORY

## N-1-3 PALMERSTON NORTH UNIVERSITY COLLEGE (1960-1962)

(Old Ref. No. 2.10/1)

### Contents

Introduction .....	i
N-1-3-1 <i>General</i> .....	1
N-1-3-1-3 Correspondence Files .....	1
N-1-3-1-5 Circulars.....	1
N-1-3-1-6 Reports .....	1
N-1-3-1-7 Publications .....	1
N-1-3-1-8 Events and Activities .....	2
N-1-3-3 Committees.....	3
N-1-3-3-1 Standing Committee .....	3
N-1-3-3-2 Academic Committee .....	3
N-1-3-3-3 Library Committee .....	3
N-1-3-3-4 Extramural Studies Committee.....	3
N-1-3-3-5 Internal Enrolments Committee .....	3
N-1-3-3-6 Subcommittee on Timetable.....	4
N-1-3-3-7 Academic Staff Committee .....	4
N-1-3-3-8 Common Room Committee .....	4
N-1-3-5 Administrative and Support Services .....	5
N-1-3-5-1 Student Results** .....	5

### Introduction

This group of archives represents the records created by the Palmerston North University College (PNUC). The scope of tertiary education in the Manawatu had in 1960 when Victoria University of Wellington planted the seed for extramural education and education in the arts in the Manawatu region by establishing a branch college, the Palmerston North University College, in Palmerston North.

At the beginning of 1963 the College merged with Massey College and became the Faculty of General Studies of the new Massey University College of Manawatu. The Principal of PNUC became the Dean of the Faculty of General Studies.

Principals:




G. Culliford	:	1960-1961
K.W Thomson	:	1961-1962

Where applicable and possible, the archival material of each entity/office is arranged into the following series and subseries:

- 1 *General*
- 1-1 Governance Documents (e.g. Constitution, Policies, Planning documents, Regulations, Statements, etc.)
- 1-2 Minutes and Meeting Documents

- 1-3 Correspondence Files
- 1-4 Financial Items (including Financial Registers)
- 1-5 Circulars
- 1-6 Reports
- 1-7 Publications (e.g. Brochures, Newsletters, Posters, Programmes, Literature etc.)
- 1-8 Events and Activities (e.g. Seminars, farewells, outreach activities)
- 1-9 Registers (excluding Financial Registers)
- 1-10 Teaching Material (for academic and training activities)
- 1-11 Research Material (for academic departments and research centres)
- 2 *Office Bearer*
- 3 *Committees*
- 4 *Departments/Sections*

**Access legend:**

-  - Generally, open access.
-  - Restrictions apply to certain material.
-  - Restricted access.

**Note: \*\* = Confidential**

## N-1-3-1 *General*

### N-1-3-1-3 Correspondence Files

(Old Ref. 2.10/1/2.1)

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-1-3	Box 1	Inward and Outward Correspondence of Principal's Office (includes some miscellaneous correspondence with the Vice-Chancellor of Victoria University of Wellington)	1960-1962	
		Principal's Correspondence file re Academic Committee – including telegram re PNUC and MAC merger, December 1962	1960-1960	
		Principal's file re Council for the Development of University Education in the Manawatu and merger between MAC and PNUC	1961-1962	

### N-1-3-1-5 Circulars

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-1-5	In Box 1 with N-1-3-1-3	Circulars/General Memorandum	1960-1962	

### N-1-3-1-6 Reports

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-1-6	In Box 1 with N-1-3-1-3	Questionnaire submitted to the Vice-Chancellor, University of New England	c.1960-1960s	
		Analysis of Internal and Extra-mural Questionnaires	1961	

### N-1-3-1-7 Publications

Note: All scanned (except for Cappicade).

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-1-7	In Box 1 with N-1-3-1-3	Handbook	1961-1962	
		Extramural Courses	1961-1962	
		Course information pamphlet	1960	

		<i>Cappicade 'Sixty</i> . Capping magazine of Victoria University of Wellington. Contains an article about the new Branch College in Palmerston North (see pp. 3-5).	1960	
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### N-1-3-1-8 Events and Activities

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-1-8	In Box 1 with N-1-3-1-3	Farewell dinner – menu. [PNUC merged with Massey College at the end on 1962.]	6 December 1962	

## N-1-3-3 Committees

### N-1-3-3-1 Standing Committee

(1 Folder) (Old Ref: 2.10/1//1.3)

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-3-1	Box 1	Documents	1960-1962	

### N-1-3-3-2 Academic Committee

(1 Folder) (Old Ref: 2.10/1/1.1)

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-3-2	In Box 1 with N-1-3-3-1	Documents	1960-1962	

### N-1-3-3-3 Library Committee

(1 Folder)

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-3-3	Box 1	Documents	1960-1962	

### N-1-3-3-4 Extramural Studies Committee

(1 Folder)

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-3-4	In Box 1 with N-1-3-3-3	Documents	1960-1962	

### N-1-3-3-5 Internal Enrolments Committee

(1 Folder)

Reference Number:	Box Number:	Description/Document Number:	Dates:	Access:
N-1-3-3-5	In Box 1 with N-1-3-3-3	Documents	1962	

**N-1-3-3-6 Subcommittee on Timetable**  
(1 Folder)

<b>Reference Number:</b>	<b>Box Number:</b>	<b>Description/Document Number:</b>	<b>Dates:</b>	<b>Access:</b>
N-1-3-3-6	In Box 1 with N-1-3-3-3	Documents	1960-	

**N-1-3-3-7 Academic Staff Committee**  
(1 Folder)

<b>Reference Number:</b>	<b>Box Number:</b>	<b>Description/Document Number:</b>	<b>Dates:</b>	<b>Access:</b>
N-1-3-3-7	In Box 1 with N-1-3-3-3	Documents	1960-1962	

**N-1-3-3-8 Common Room Committee**  
(1 Folder)

<b>Reference Number:</b>	<b>Box Number:</b>	<b>Description/Document Number:</b>	<b>Dates:</b>	<b>Access:</b>
N-1-3-3-8	In Box 1 with N-1-3-3-3	Documents	1960-1962	

## **N-1-3-5 Administrative and Support Services**

### **N-1-3-5-1 Student Results\*\***

<b>Reference Number:</b>	<b>Box Number:</b>	<b>Description/Document Number:</b>	<b>Dates:</b>	<b>Access:</b>
N-1-3-5-1	Box 1	Results **	1960-1961	