

DOWNLOAD PDF ORDERS AND REGULATIONS OF THE FACULTY OF HARVARD COLLEGE

Chapter 1 : Harvard College - Wikipedia

Orders and regulations of the Faculty of Harvard College: passed in conformity with the authority given by the law of the University, July,

In the early s , under the direction of President Jared Sparks, historical records were gathered together and placed in the Library for safekeeping. All administrative officers of the University, including officers of instruction whose regular or occasional performance of administrative duties puts them in possession of files, records or documents pertaining to their official duties, are requested to observe the following regulations: The archives of the official activities of University officers and offices are the property of the University. Such property is not to be destroyed without the approval of a committee of three consisting of a the Secretary to the Corporation; b The Director of the University Library; c the officer in charge of the department where the papers accumulate. The officer in charge of each administrative office will be the judge as to how long it is convenient to hold obsolete papers in his own office under his direct control. All archive material, when no longer wanted in the office to which it pertains, shall be sent to the University Archives in the College Library. The term "archives" in the above statement is taken as meaning: In adopting the above regulations, the Corporation have had equally in view the importance of preserving material for the Archives and the facilities which the Archives department of the University Library is in a position to render to all administrative officers in relieving their offices of obsolete material, in eliminating materials that does not need to be preserved, and in providing space and safe custody for everything that should be preserved. The Director of the University Library and the staff in charge of the Archives are to be at all times ready to assist officers of the University in disposing of archive material of which they wish their offices to be relieved. When a thesis is accepted in partial fulfillment of the requirements for a degree, or a manuscript is successful in a prize competition, it shall become the physical property of the University, and it may be lent, or its use restricted, in any way the Director of the University Library sees fit. The literary rights, including those of publication, copying extracts, or closely paraphrasing from the manuscript, shall remain the property of the author, except that the University shall have the right to make available to the public and copyright any unpublished thesis or prize paper at any time after the expiration of five years from the time it was accepted. Every reader using one of these manuscripts shall be required to sign a printed acknowledgement of the fact that all literary rights are so reserved. Special agreements concluded in the past between the Library and departments or divisions regarding the use of theses accepted previous to the adoption of this vote shall not be abrogated by it. If an author wishes to lay more stringent restrictions upon the use of his thesis, he must obtain the endorsement of the head of the department under which the thesis was written and then make application to the Director of the Library. An advisory committee shall be established by The Director of the University Library to which may be referred cases where doubt or disagreement exists, with the understanding that the committee may consult scholars or other individuals as may be necessary. A department or division for the above purposes should be understood to conform primarily to the budgetary units as listed in the Financial Report, with the understanding that additions, deletions and exceptions will be determined by The Director of the University Library and the Secretary to the Corporation, acting together. An advisory committee shall be established by the Director of the University Library to which may be referred cases where doubt or disagreement exists, with the understanding that the committee may consult scholars or other individuals as may be necessary. A department or division for the above purposes should be understood to conform primarily to the budgetary units as listed in the Financial Report, with the understanding that additions, deletions and exceptions will be determined by the Director of the University Library and the Secretary to the Corporation, acting together. The purpose of the amendment is to authorize a comprehensive records management program throughout the University, under the direction of the University Archives. The objective of such a program shall be to ensure the prudent maintenance and efficient disposition of University records, consistent with sound archival

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standards, budgetary considerations, and legal obligations. Records are not to be destroyed or otherwise disposed of except in accordance with procedures and schedules established by the University Archives through its records management program. The Office of the General Counsel shall be consulted when appropriate to ensure compliance with legal obligations. The Curator of the University Archives may establish special record procedures and retention schedules necessary to preserve exceptional records or to accommodate unusual circumstances. Such procedures and schedules shall be devised in consultation with the officer in charge of the affected records and, when appropriate, with the Secretary to the Corporation, the Director of the University Library, and the office of General Counsel. The administrator of the Archives shall observe archival standards and university policies regarding the condition of the records and the storage facility as well as the maintenance and accessibility of the collection. No records in these archives shall be destroyed without the approval of the Curator of the University Archives. For the purposes of this definition, records shall mean recorded information, regardless of physical form. University records include but are not limited to minutes; correspondence; memoranda; financial records, such as invoices, journals, ledgers, purchase orders, and other information pertaining to fiscal matters, including grant fiscal matters; published materials, including reports and newsletters; moving images and photographs; sound recordings; drawings and maps; annotated copies or books; and computer data or other machine readable electronic records, including electronic mail. Records created or received by faculty in administrative and University committee capacities are also considered to be University records. The items found in the following list are not considered University records. However, the Archives offers its services for selected disposition of those items found relevant to its collection policy:

Chapter 2 : Mission | Harvard University Archives | Harvard Library

Digitizing sponsor This project is made possible by a grant from the Institute of Museum and Library Services as administered by the Pennsylvania Department of.

Chapter 3 : University of Windsor Faculty of Law - Wikipedia

Orders and Regulations of the Faculty of Harvard College: - Ebook written by Harvard College (Cambridge, Mass.). Read this book using Google Play Books app on your PC, android, iOS devices.

Chapter 4 : Faculty Finder | Harvard University

Orders and regulations of the Faculty of Harvard University: passed in conformity with the authority given by the laws of the seminary.

Chapter 5 : Catalog Record: Orders and regulations of the faculty of | Hathi Trust Digital Library

Orders and regulations of the faculty of Harvard College, passed in conformity with the authority given by the statutes of the university, September

Chapter 6 : Sexual & Gender-Based Harassment Policy/Resources | Faculty of Arts & Sciences

Orders and regulations of the Faculty of Harvard college Orders and regulations of the Faculty of Harvard college. by Harvard university. [from old catalog].

Chapter 7 : The Statutes and Laws of the University at Cambridge

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During the introduction to the book launch event for "Big Data, Health Law, and Bioethics," one of the editors, Harvard Law School Professor I. Glenn Cohen '03, faculty director of the Petrie-Flom Center for Health Law Policy, Biotechnology, and Bioethics, told a story about how powerful - and perhaps foreboding - big data can be.

Chapter 8 : Diploma Information | Harvard Law School

Harvard College should and will set the standard for liberal arts and sciences education for the next hundred years. This is who we are. Our students leave here and exert ripples across the world."

Chapter 9 : Faculty | Harvard Law School

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