Guide to the San José State University Associated Students Records

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Collection number: MSS-2009-08-01

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Descriptive Summary
Title: San José State University Associated Students Records
Dates: 1948-2006
Collection number: MSS-2009-08-01
Creator: San José State University
Collection Size: 52 boxes, 52.67 linear feet
Repository: San José State University, Library.
San José, California 95192-0028

Abstract: The San José State University Student Council, also known as the Associated Students (A.S.), formed in 1897 as a student club. The Student Council and the Student Court served as the executive and judicial body of student government on campus. In 1923, the Student Council reorganized and was renamed the Associated Students. The Associated Students incorporated in 1980, and is divided into two branches: Executive and Legislative. The Associated Students Records, 1948-2006, document the activities of the university’s student government organization. The records consist of meeting minutes, correspondence, budget materials, election and campaign records and newspaper clippings. This collection is arranged into five series: Series I. Budget and Finance Records, 1961-2006; Series II. Election and Campaign Records, 1965-2004; Series III. Meeting Minutes, Agendas, Rules, and Procedures, 1948-2006; Series IV. Newspaper Clippings and Scrapbook Materials, 1967-2000; and Series V. Miscellaneous Materials, 1958-1989.

Physical location: For current information on the location of these materials, please consult the Library’s online catalog.

Languages: Languages represented in the collection: English

Access
The collection is open for research.

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Preferred Citation
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Processing Information

Project Information
This finding aid was created as part of the Survey and Cataloging Project, a two-year San José State University Library grant project funded by the National Historical Publications and Records Commission. The project began in 2008. The Project Director is Danelle Moon. The Project Archivist is Erin Louthen.

Organizational History
In 1857 the San Francisco Board of Education established Minns' Evening Normal School for current and prospective teachers in the city. Named after its principal, George W. Minns, the institution was formally established as the first California State Normal School by the State Legislature in 1862. A decade later, the Legislature voted to move the Normal School to San José, and the school relocated to its new home on Washington Square prior to the fall term of 1872. After a fire destroyed the Normal School building in 1880, the Legislature authorized $200,000 to construct a new building on the same site. Completed in 1881, the building was commonly referred to as the Second State Normal School. After several names and curriculum changes, Minns' Normal School is now San José State University, offering more than 134 bachelor's and master's degrees with 110 concentrations, and is recognized as one of the top public universities granting such degrees in the West.

Bibliography
Greahead, Estelle. The Story of an Inspiring Past. San José, California: San José State University, 1928.
San José State University. About SJSU. http://www.sjsu.edu/about_sjsu/

Related Material
San José State University Student Organization Records. SJSU University Archives Collection. http://www.oac.cdlib.org/findaid/ark:/13030/kt4c60352g/
San José State University Student Council Records. SJSU University Archives Collection. http://www.oac.cdlib.org/findaid/ark:/13030/ktwp30382f/

Scope and Content of Collection
The San José State University Student Council, also known as the Associated Students (A.S.), formed in 1897 as a student club. The Student Council and the Student Court served as the executive and judicial body of student government on campus. In 1923, the Student Council reorganized and was renamed the Associated Students. The Associated Students incorporated in 1980, and is divided into two branches: Executive and Legislative. The Associated Students Records, 1948-2006, document the activities of the university's student government organization. The records consist of meeting minutes, correspondence, budget materials, election and campaign records and newspaper clippings.

Arrangement

Indexing Terms
The following terms have been used to index the description of this collection in the library's online public access catalog.
San José State University. Associated Students -- History.
San José State University. Associated Students -- Records and correspondence.
San José State University. Associated Students -- Elections.
San José State University -- History.
San José State College -- History.
California State University, San José -- History.
Student government -- California -- San José.
Education, Higher -- California -- San José.

Series I: Budget and Finance Records 1961-2006
Physical Description: 13 boxes
Series Scope and Content Summary
The Associated Students (A.S.) Executive branch consists of the President, Vice President, and the
Controller, and is responsible for A.S. fiscal matters, policies, and student representation. The materials in
this series document the financial aspects of the organization, including budget reports, audits, and
special allocations.
Arrangement
The series is arranged by format.

Boxes 1-13
Budget and Finance Records 1961-2006

Series II: Election and Campaign Records 1965-2004
Physical Description: 5 boxes
Series Scope and Content Summary
This series documents the activities of the Associated Students (A.S.) regarding student body elections
and campaigns, and includes materials such as ballots, election board information, and candidate
orientation materials.
Arrangement
This series is arranged by format.

Boxes 14-18
Election and Campaign Records 1965-2004

Series III: Meeting Minutes, Agendas, Rules, and Procedures 1948-2006
Physical Description: 21 boxes
Series Scope and Content Summary
The Associated Students (A.S.) Legislative branch consists of the A.S. Board of Directors, which is the
highest decision-making body within the student government. The Board of Directors consists of 13
student leaders responsible for A.S. policies and the expenditure of funds, as well as representing the
collective student voice on campus. This series comprises the bulk of the Associated Students Records,
and includes A.S. Board of Directors meeting minutes, agendas, rules, procedures, and correspondence.
Arrangement
This series is arranged by format.

Boxes 19-39
Meeting Minutes, Agendas, Rules, and Procedures 1948-2006
Series IV: **Newspaper Clippings and Scrapbook Materials 1967-2000**
- Physical Description: 4 boxes
- Series Scope and Content Summary
  This series contains newspaper articles about Associated Students (A.S.) government and campus life activities. In addition, this series contains articles written about a variety of campus functions and committee groups.
- Arrangement
  This series is arranged by format.

Boxes 40-43
**Newspaper Clippings and Scrapbook Materials 1967-2000**

Series V: **Miscellaneous Materials 1958-1989**
- Physical Description: 9 boxes
- Series Scope and Content Summary
  This series consists of miscellaneous materials documenting the Associated Students (A.S.) administrative activities, including insurance policy information and various committee papers, as well as special event documents.
- Arrangement
  This series is arranged by format.

Boxes 44-52
**Miscellaneous Materials 1958-1989**