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Alumni Office

State University of New York College at Cortland

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Record Group:
Alumni Office

Overview of the Collection

Title:	Alumni Office
Inclusive Dates:	1871-2019 (Inclusive)
Extent:	10 Linear Feet
Language:	English
Repository:	SUNY Cortland College Archives Memorial Library 81 Prospect Terrace Cortland, NY 13045 https://cortland.libguides.com/c.php?g=354291

Biographical History

The first record of the Alumni Association dates back to a meeting held in the Messenger house in 1875, but the organization is often credited for being established in 1872. Many of the alums early on lived within the vicinity of Cortland. In June of 1886, a meeting of the Alumni Association was held. It was in this meeting that they created the “Teachers Bureau of Information.” Their goal was to inform the alumni of current vacancies in positions at the school and those who would be suitable to fill them. This not only promoted a long-term relationship with the alumni, but also showed the interest that the Association had in their lives and wellbeing. Over time though, tracking active alums proved to be difficult and warranted to new official postings to manage this concern.

The Alumni Office opened on January 10, 1944. Originally located in Old Main, now resides in Brockway Hall. Bessie L. Park was appointed the Executive Secretary. Park helped reorganize the office by sending out thousands of letters attempting to contact and catalog existing alumni. Additionally, she introduced the *Alumni Magazine* (later called *Columns*). Park would eventually publish her book *Cortland - Our Alma Mater*, in 1961 introducing the first printed history of Cortland.

After Park, Sarah Gridley Ross assumed her role, then Norma Lockey, and then Lillian Corey. In 1967, President Kenneth Young made the Alumni Office officially part of the Office of College Relations and appointed it first full-time director, Nicholas Pauldine '54.

Scope and Content Note

The materials in this record group include *Alumni Magazine* or *Columns, Today at Cortland* (newspaper), directories, reunions, and scrapbooks donated by alums. This record also includes many of Bessie Park's original handwritten and typed letters.

The records exist primarily in printed format, though a small collection of *Alumni Magazine* exist online at Digital Commons at Cortland.

Related Materials

Alumni Magazine exists online through Digital Commons at Cortland.

<https://digitalcommons.cortland.edu/alumnimagazine/>

The campus yearbooks are fully online through Digital Commons at Cortland.

<https://digitalcommons.cortland.edu/yearbooks/>

Access

No special restrictions for access.

Preferred Citation

Alumni Office. SUNY Cortland College Archives, Memorial Library, State University of New York College at Cortland, Cortland, NY.

Processing Information

This record is currently fully processed.

Finding Aid Information

Created by Kayla Bellan, Spring 2021

Arrangement

The materials are arranged by the record group, then by sub-group, then series. Records are equally processed to the folder and item level. There are eleven series included in these records. The series go in the order of: *Columns, Cortland Alumni Magazine, Today at Cortland, Alumni News Briefs*, Directories, Reunions, Administrative Business, Lynne Parks '68 Alumni House, Correspondences, Scrapbooks and Personal Collections, and Memorabilia.

Inventory

Sub-Group 1: Alumni Association

Series 1: *Columns*

Container 1	Container 2	Title	Date
Box 145	Folder 1	<i>Columns</i>	1985-1990
Box 145	Folder 2	<i>Columns</i>	1990-1992
Box 145	Folder 3	<i>Columns</i>	1993-1994
Box 145	Folder 4	<i>Columns</i>	1995-1997
Box 146	Folder 1	<i>Columns</i>	1998-1999
Box 146	Folder 2	<i>Columns</i>	2000-2002
Box 146	Folder 3	<i>Columns</i>	2003-2005
Box 147	Folder 1	<i>Columns</i>	2006-2008

Box 147	Folder 2	<i>Columns</i>	2009-2011
Box 147	Folder 3	<i>Columns</i>	2012-2019

Series 2: Cortland Alumni Magazine

Container 1	Container 2	Title	Date
Box 148	-	<i>Cortland Alumni Magazine, Volume 1</i>	1944-1945
Box 148	-	<i>Cortland Alumni Magazine, Volume 2</i>	1945-1946
Box 148	-	<i>Cortland Alumni Magazine, Volume 3</i>	1946-1947
Box 148	-	<i>Cortland Alumni Magazine, Volume 4</i>	1947-1948
Box 148	-	<i>Cortland Alumni Magazine, Volume 5</i>	1948-1949
Box 148	-	<i>Cortland Alumni Magazine, Volumes 1-5</i>	1944-1949
Box 148	-	<i>Cortland Alumni Magazine, Volume 6</i>	1949-1950
Box 148	-	<i>Cortland Alumni Magazine, Volume 7</i>	1950-1951
Box 149	-	<i>Cortland Alumni Magazine, Volume 8</i>	1951-1952
Box 149	-	<i>Cortland Alumni Magazine, Volumes 9-10</i>	1952-1954
Box 149	-	<i>Cortland Alumni Magazine, Volumes 11-13</i>	1955-1957
Box 149	-	<i>Cortland Alumni Magazine, Volumes 14-17</i>	1957-1960
Box 149	-	<i>Cortland Alumni Magazine, Volumes 18-20</i>	1960-1963
Box 149	-	<i>Cortland Alumni Magazine, Volumes 21-23</i>	1963-1966
Box 151	-	<i>Cortland Alumni Magazine, Volumes 24-26</i>	1966-1969
Box 150	Folder 1	<i>Cortland Alumni Magazine</i>	1960-1969
Box 150	Folder 2	<i>Cortland Alumni Magazine</i>	1970-1972

Series 3: Today at Cortland

Container 1	Container 2	Title	Date
Box 150	Folder 3	<i>Today At Cortland</i>	1970-1979
Box 150	Folder 4	<i>Today At Cortland</i>	1980-1984

Series 4: Alumni News Briefs

Container 1	Container 2	Title	Date
Box 150	Folder 7	<i>Alumni News Briefs</i>	1953-1959

Series 5: Directories

Container 1	Container 2	Title	Date
Box 150	Folder 5	<i>Alumni Lists</i>	1871-1934
Box 150	Folder 6	<i>Alumni Directories</i>	1912-1951
Box 151	-	<i>Alumni Directory</i>	1989
Box 151	-	<i>Alumni Directory</i>	1994
Box 153	-	<i>Alumni Directory</i>	2000
Box 153	-	<i>Alumni Directory</i>	2006

Series 6: Reunions

Container 1	Container 2	Title	Date
Box 152	Folder 1	<i>Alumni Reunions</i>	1872-1899
Box 152	Folder 2	<i>Alumni Reunions</i>	1900-1928
Box 152	Folder 3	<i>Alumni Reunions</i>	1930-1999
Box 152	Folder 4	<i>Alumni Reunions</i>	2000-2019

Box 152	Folder 5	Half-Century Club	Undated
Box 152	Folder 6	Reunion Chapter Activities	Undated
Box 152	Folder 7	Clippings	1931

Series 7: Administrative Business

Container 1	Container 2	Title	Date
Box 153	Folder 1	Alumni Association Constitution and Bylaws	1874-1906
Box 153	Folder 2	Annual Reports	1955
Box 153	Folder 3	Alumni Fund	1969-1983
Box 153	Folder 4	Correspondences from College Presidents	1942-1982
Box 153	Folder 5	Alumni-Student Career Networking Program	1990
Box 153	Folder 6	Alumni Planning and Organization	1967-1976

Series 8: Lynne Parks '68 Alumni House

Container 1	Container 2	Title	Date
Box 153	Folder 7	Emails	2005-2007
Box 153	Folder 8	Advertisements	Undated
Box 153	Folder 9	Clippings	2005-2010

Series 9: Correspondences

Container 1	Container 2	Title	Date
Box 154	Folder 1	Alumni Letters from Bessie Park	Class of 1880-1889
Box 154	Folder 2	Alumni Letters from Bessie Park	Class of 1890-1899
Box 154	Folder 3	Alumni Letters from Bessie Park	Class of 1900-1909
Box 154	Folder 4	Alumni Letters from Bessie Park	Class of 1910-1920
Box 154	Folder 5	Alumni Letters from Bessie Park	Class of 1920-1923
Box 154	Folder 6	Alumni Letters from Bessie Park	Class of 1930-1939
Box 154	Folder 7	Alumni Letters from Bessie Park	Class of 1940-1949
Box 154	Folder 8	Remanences of the first Graduating Class at the Cortland Normal School read at the 40 th Anniversary	1909
Box 154	Folder 9	Remanences of the class of 1900-1905	1905

Series 10: Scrapbooks and Personal Collections

Container 1	Container 2	Title	Date
Box 155	-	Scrapbook, by Elizabeth Freeman	1940 Circa
Box 192	-	Scrapbook, by Elizabeth Freeman	1938-1942
Box 156	-	Scrapbook, unknown creator	1899 Circa
Box 187	-	Scrapbook, by Mildred M. Philly	1914
Box 188	-	Scrapbook, by Hortense Smith	1904
Box 189	-	Scrapbooks, by Mary Hendrick	1903-1904
Box 190	-	Scrapbook, unknown creator	1947-1948
Box 191	-	Scrapbook, Cortland Normal Association-Alumni of Greater New York and Vicinity	1904-1924
Box 193	-	Scrapbook, by Esther Briccetti	1938-1939
Box 193	-	Scrapbook, By Esther Briccetti	1941-1944
Box 194	-	Scrapbook, by Ernest E. Smith	1882-1888

Box 194	-	Scrapbook, by unknow creator	1919-1955
Box 195	-	Scrapbooks, by Esther Porter Burnham - Family Collection (8-items total)	1860-1954
Box 196	-	Scrapbook, Ruth Jeanette Young Includes English Composition papers, - composition notebooks from various subjects, - a certificate and a scrapbook	1903-1912
Box 197	-	Scrapbook, by Nathan Miller	1886-1890
Box 198	-	Scrapbook, by Bella Snyder Includes 23 student composition books from various courses	Undated
Box 208	-	Scrapbooks, Holden Family Collection	1870-1910
Box 210	Folder 1	Josephine Butler Collection with Photographs	Class of 1934
Box 199	-	Newspaper Clippings	April 1947- May 1949
Box 200	-	Newspaper Clippings	May 1949- December 1949
Box 201	-	Newspaper Clippings	November 1949-March 1950
Box 202	-	Newspaper Clippings	December 1949-March 1950
Box 203	-	Newspaper Clippings	March 1950-September 1950
Box 204	-	Newspaper Clippings	March 1950-October 1950
Box 205	-	Newspaper Clippings	October 1950-April 1950
Box 206	-	Newspaper Clippings	April 1954-March 1954
Box 207	-	Newspaper Clippings	March 1954-June 1956

Series 11: Memorabilia

Container 1	Container 2	Title	Date
Box 209	-	Arm Patch with the College Seal	1950's
Box 209	-	Sticker, Seal of the College	Undated
Box 209	-	Sticker, "I Love Cortland"	Undated
Box 209	-	Pennant, Cortland State Teachers College	Undated
Box 209	-	Blue Mug with Cortland seal	Undated