

<u>Box Number</u>	<u>Folder Number</u>	<u>Folder Heading</u>	
R-177			Accession #82-54
	4	1979 PUBLICATIONS:	
		Applied Marine Science	
		Assertiveness Training for Women	
		Athletic Programs - 1979-80	
		Athletic Schedule, Spring-1979	
		Basic Home Maintenance for Men & Women	
		Basic Principles of Supervisory Management	
		Building Your Estate	
		Certificate Program in Small Business Management	
		Chartered Life Underwriters' Program - CLU	
		Eighteenth Century Week - April 16-21, 1979	
		Encountering Antiques	
		Holistic Parapsychology	
		Human Relations in Small Business	
		Improving Customer Relations & Communications	
		Techniques for Business & Industrial Supervisors	
		An Irish Experience	
		Italic Handwriting & Calligraphy Workshop	
		Law & Legal Terminology	
		Listen/Communicate/Understand/Respond	
		Magazine Article Writing	
		Management Topics	
		Managing Quality Costs	
		Medical Terminology	
		New Student Orientation, Jan., 12-14, 1979	
		Opportunities in the Travel Field	
		Parapsychology II	
		Popular Culture: Mirror of American Life	
		Real Estate Courses - Spring 1979	
		Secretarial Procedures	
		Single Living	
		Soils of Maine	
		So You've Bought An Old House	
		Southworth Planetarium - Programs, Jan.-May '79	
		Stock Market	
		Tax Briefing 1979	
		USM - Why Live in Residence Halls?	
		USM - Student Handbook 1978-79	
		The World of Photography	
R-177	5	1980 PUBLICATIONS:	
		Athletic Schedule, Fall, 1980	
		Athletic Schedule, Winter, 1980-81	
		Invitation ot H.M.S. Pinafore Production	
		October 23, 1980	
		New Student Orientation, Sept. 6&7, 1980	
		President's Christmas Card - 1980	
		USM Undergraduate Bulletin, 1980-81	
		USM Veteran Student Handbook, 1980-81	

<u>Box Number</u>	<u>Folder Number</u>	<u>Folder Heading</u>
R-177	6	1981 PUBLICATIONS: Accession #82-54 Accountability in the 80's Adult Learner Advocacy: Lowering the Barriers to Lifelong Learning Advanced Investment Strategies Advising & Information Department Alternative Careers for Teachers Athletic Schedule, Spring 1981 Certificate Program for Legal Assistants Certificate Program in Small Business Management Chartered Life Underwriters Program Commencement Exercise - 1981 Condominium - Is There One in Your Future? Convocation Ceremony-School of Nursing Coping in the 80's Deaf Awareness Engineer-In-Training Examination The Expanding Role of Part-Time Faculty in Higher Education Foreign Language Day, April 29, 1981 Grammar Update Guide to Off Campus Living Institute for Educators Is Your Child Psychic? The In-Town Learning Center Invitation-Russell Chair Lecture Les Chaises Production Le Petit Prince Theater Production Library Online Search Services Lost and Found Policy Maine Coast Archaeology Maine Veterans Newsletter Motor Vehicle Rules Music at USM New Student Orientation, Jan., 4, 1981 Non-Profit Management Series Office of Veterans' Affairs Professional Improvement Courses for Practicing Secretaries Recognition Day - April 8, 1981 Sailing Institute Services and Personnel Directory Seventh Annual Maine Biomedical Science Symposium, June 11-12, 1981 Soccer School Soccer - 1981 Southern Maine Music Camp Sports Media Guide Study Law This Summer in Maine Summer at USM Swish Basketball Camp Arts Festival and Chamber Music Institute

<u>Box Number</u>	<u>Folder Number</u>	<u>Folder Heading</u>
R-177	7	81-82 PUBLICATIONS: Accession #82-54 Academic Survival Athletic Programs 1981-82 Athletic Schedule 1981-82 College of Education-Graduate Catalog Convocation "The City" 1981 - 1982 & Lecture Series Getting Involved-Independent Student Organization New Student Programs President's Christmas Card Preview of USM Telephone & Office Directory 1981-82 USM-Why Live in Residence Halls? Your Guide to Greater Portland Intown Learning Ctr. -Student Involvement Group
	8	Spring '82 PUBLICATIONS: Continuing Education Offerings for Nurses and Other Health Professionals Maine Veterans Newsletter Master of Business Administration Study Skills
	9	Summer '82 PUBLICATIONS: Maine Veterans Newsletter Offerings for Educators Summer Calendar
	10	Fall '82 PUBLICATIONS: Aid Newsletter Athletic Schedule, Community Programs Study Skills Women's Studies
	11	1982 PUBLICATIONS: Alumni Week, 12-17 July The Art of Training -From Approach to Practice Arts Calendar, January - February Basic Adult Physical Assessment Skills Business Management Certificate Program in Quality Control Chartered Life Underwriter's Program Clinical Toxicology of Companion Animals Commencement Program Competency Based Education: Developing Competent Employees & Cost Effective Staff Development Conversemos!

<u>Box Number</u>	<u>Folder Number</u>	<u>Folder Heading</u>	
R-177	11	1982 PUBLICATIONS: con't	Accession #82-54
		Convocation Ceremony-School of Nursing	
		Courses to Enrich Your Life	
		Decision-Making Strategies and the Work of the Health Care Manager	
		Depression - Realities-Myths & Help, June & Sept.	
		Developing Consulting Skills	
		Economics of Amenity: A Strategy for Portland's Livability in the Eighties	
		Elementary Structural Design	
		Ethical Issues in Nursing	
		Explorations in Communication Institute	
		Family Violence	
		Field Hockey Camp	
		Fortunate Traveller - Derek Walcott	
		Human Genetics and Birth Defects Institute	
		Hypnosis	
		In Celebration of Children's Literature	
		Introduction to History-Taking and Physical Assessment Skills	
		Jazz - The Gary Burton Quartet, April 10	
		Keeping Yourself Well	
		Laugh Therapy-Positive Uses of Humor for Health	
		Learning Opportunities for Business, Industry & Non-Profit Organizations	
		Life at Death	
		Lunch Time Film Series	
		Maine Staff Development Calendar - Jan.-Mar/ Sept.-Oct.	
		"The Modern Househusband: Milquetoast or Maverick?"	
		Motor Fleet Supervisor Workshop	
		National Association of Parliamentarians	
		Near Death Experience	
		Newsletter Vol. 1 #1, March '82	
		Northeastern Regional Conference, April	
		The Nurse and the Law	
		Nurse-Pharmacist Conference, 10th Annual	
		Nursing Career Day, November 5	
12		Pediatric Health Assessment	
		Pharmacology in the '80's	
		Phi Kappa Phi-1982 Faculty Lecture Series	
		Photography	
		Professional Improvement Courses	
		Quilt Show, July	
		Reading Instructional Practices	
		Real Estate Courses	
		Recognition Day, April 21	

<u>Box Number</u>	<u>Folder Number</u>	<u>Folder Heading</u>
R-177	12	1982 PUBLICATIONS: con't Accession #82-54 Telecourses: "America: The Second Century" Astronomy: Understanding Space and Time Business and Society Introduction to Gifted Education Problems in Small Business Therapeutic Touch - March/December USM 100 USM Science Seminar Series University Day Care Center - Invitation to An Exhibition of Children's Art Weekend Film Series, Jan - April Winter Sports Workshop Women in Management: Economic Challenges of the 80's Women in the 80's - Community Programs The Second Stage - Betty Friedan Stonecoast Writers' Conference Student Appreciation Day, April Study Skills Summer Course Offerings Summer Geology Field Course in Maine Summer Odyssey 1982 Summer Preview - Student Involvement at USM Sunny Spain Swish Basketball Camp
	13	1982-83 PUBLICATIONS: Athletics Continuing Ed. for Nursing and Health Professions Convocation "Changing Roles" Cultural Affairs - International Films Sensible Solutions to Employment Needs
	14	PUBLICATIONS: Miscellaneous Forms
	15	PUBLICATIONS: Undated Academic Programs Admissions Visitors Evaluation Advance Your Business Skills Arts Calendar, Mar./April/Nov./Dec. Associate Degree in: Business Administration Management Business Administration Real Estate Human Service Mental Health Career Development Services The Crier - A Publication of the Student Nurses' Organization

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R-177	15	PUBLICATIONS: Undated	Accession #82-54
		Criminal Justice - Student Handbook	
		Employee Consultation & Outreach Services	
		Graduate Program in Nursing	
		How to Locate Information in Education	
		Infoswitch	
		The Law and Legal Procedures	
		Locating Information in the USM Libraries:	
		Authors	
		Math Program	
		Non-Profit Management Series	
		Selected Studies	
		Seminar for Singles	
		Telecourses at USM:	
		Astronomy: Cosmos	
		Business and Society	
		Problems in Small Business	
		U.S. History to 1877	
		Introduction to Sociology	
		Introduction to Gifted Education	
		Introduction to Business	
		Food and People	
		Therapeutic Recreation	
		Sheet for Planetarium Reservation Book	
		USM 100	
		USM Soccer	
		Volunteer at USM	
		Weekend Film Series, Sept. - December	
		Women in the Eighties	
		York County Community College Services	
R-177	16	Publications USM SPRING SEMESTER 1984	
	17	USM Comprehensive Guide to Courses, Community Programs, and Events	Fall 1983

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Public Information/Editor of Publications

<u>Box No.</u>	<u>Folder No.</u>	<u>Folder Heading</u>	<u>Accession #850211</u>
R-177	1	Dept. of Music Faculty Information sheets Julia Adams - photo James Bennett John Boden - photo Naydene Bowder - photo Jerry Bowder - photo Neil Boyer - photo Thomas Bucci - photo Robert Carabia Deidre Carr - photo Deirdre Clark - photo Ronald F. Cole Henry Dempsey Ocy Downs Ardith Freeman Linda Freeman Robert Glover Katherine Graffam Bruce Hall Nina Hangen Eugene Jones - photo Christopher Kane - photo Michael Katz Stephen Kecskemethy - photo Ronald Lantz - photo Peter Martin - photo Rhonda Martin - photo David Maxwell - Photo Portland String Quartet - photo Robert Russell - photo Paul Ross John Schnell - photo Peter Sexauer - photo Stewart Shuster - photo Bill Street David Winer	
R-177	2	University of Southern Maine folders with pockets Summer 82 sports camps The Robert A. Taft Institute of Gov't. Seminar "An Exploration of American Politics Jul, 7-19, 1982 Stonecoast Writers' Conference 1982 1981-1983 Lifeline Activity Calendar Lifeline - April 1982 and January 1983 USM, Office of the President "For Your Information"	

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Public Information/Editor of Publications

<u>Box No.</u>	<u>Folder No.</u>	<u>Folder Heading</u>	<u>Accession #850211</u>
R-177	2	Weekend film series Sept. - Dec. " " " Jan. - Apr. Guidelines to Student Programming, Nov. 1982 (rev.) Convocation 82-83 "Generations of Women: Private Lives", Photographic exhibit. November 16. Retirement reception for Roger V. Snow, Jr. Dir, Public Information, December 16, 1982 Admission with Conditions - January 1983 Invitation from Pres. & Mrs. Woodbury for reception and benefit Cosi Fan Tutte, January 26, 1983 Physical Assessment of the Older Adult. A nursing Approach. CED Jan. 19-21, 1983 New Student Programs Winter/Spring 1983 Excellence USM Dept. of Music Artist Faculty Fall Audition dates, 1983 Jan. 21, Feb 18, Mar. 25 and April 22. The Undeclared Student February 1983 Convocation 82-83 "Changing Roles" Dr. Donald Bell, "Being a Man: The Paradox of Masculinity" Feb. 9, 1983 Community Programs, Learning opportunities for business, industry and non-profit organizations February, March, April 1983 Community Programs, Organic Gardening February 10, 1983	
R-177	3	Managing Change, USM, CED, February 18, 1983 Trends in the Birth Experience, USM, CED, March 4, 1983 Women: Forging Social Change, Women's History Week. March 7 - 11, 1983 Ocular Manifestations of Systemic Disease in Animals March 9, 1983 Computers in Higher Education USM & UMA, March 19, 1983 Legal Aspects of Nursing, USM, CED, April 6, 1983	

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Public Information/Editor of Publications

<u>Box No.</u>	<u>Folder No.</u>	<u>Folder Heading</u>	<u>Accession #850211</u>
Box R-177	3	Student Appreciation Dinner/Dance, invitation, April 29, 1983 Athletic Schedule, Spring 1983 Small Animal Surgical Update, May 11, 1983 Community Programs, "Issues of the Workplace" May 5, 1983 Community Programs, USM, Spring 1983 Course Schedule Pharmacology in the 80s, Presque Isle, USM, CED, May 3, 1983 Drugs in the Elderly, USM, CED, May 4, 1983 & May 5, 1983 Ethical Issues in Nursing, USM, CED, Togus, May 11, 1983 USM Summer Program, Four Weeks in Cuernabaca, Mexico, May 12, 1983 to June 9, 1983 Women's Health Care Issues, USM, CED, May 19, 1983 Summer Geology Field Camp in Maine June 6 - July 8, 1983 Special Programs for Educators, Summer 1983 Human Genetics for Clinicians, July 6 - 10, 1982 Southern Maine Music Camp July 11 - 23, 1983 USM STIX Camp - Field Hockey, July 17 - 22, 1983	
R-177	4	USM Computer Camp July 17 - 22, 1983 Summer Archeological Field School on the Maine Coast July 6 - August 5, 1983 Summer Workshop in Jazz and Show Choirs, August 18-19, 1983 Advising and Information Department, USM 1983 Residence Life at the USM 1983 Residence Hall Contract Terms and Conditions 1983-84	

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<u>Box Number</u>	<u>Folder No.</u>	<u>Folder Heading</u>	#861112
R-177	1.	Invitation to Open House & Dedication Ceremonies Physical Educ. Bldg. fr. Provost & faculty. November 28, 1969. 2 c. wi. env.	
	2.	<u>1978/1979</u> New Student Registration & Parent Orientation. Program - Reflections... USM Sch. of Nursing Pinning Ceremony	
	3.	<u>1979/1980</u> USM Community Calendar	
	4.	<u>1980/1981</u> USM Athletic Programs 1980-1981	
	5.	<u>1981/1982</u> Arts Calendar Oct. thru April Basic Adult Physical Assessment Skills Decision-making Strategies and the Work of the Health Care Manager Diagnosis & Treatment Schemata of Behavior Problems in Animals Facilities Management Service Guide Job Sharing: Options for New Lifestyles Lifeline, Sept. 1981 Maine Staff Development Calendar Jan.-Mar. Newsweekly, USM. vol.V, no. 1 & 2, July & Aug. Study Skills Topics about Substance Abuse Women in Management: How It's Changing	
	6.	<u>1982/1983</u> Advanced Conversational Spanish Architectural Planning According to a Land Ethic Associate Degree in Developmental Disabilities DSB Mental Health (Div. of Basic Studies) Athletic Schedule, Fall Season Briefings in Medical-Surgical Nursing Confusion in the Elderly Community Programs, Fall of 1982 Continuing Educ. for Nursing & Health Professions Course Offerings Bath Center, Fall 1982 Financial Information, Fall 1982 Graduate Program in Nursing Holistic Awareness Program Keeping Livability in Mind Near-Death Experience Nursing (UMA)	