



Archives and Special Collections Department,
American University of Beirut
Beirut, Lebanon
© 2018

FAAH Collection, 1952-present

A Finding Aid to the Collection in the University Libraries, AUB
Prepared by Dalya Nouh

Contact information:

asc@aub.edu.lb

Webpage:

www.aub.edu.lb/Libraries/asc

Descriptive Summary

Call No. : AA: 3.6.3.8

Library Catalog ID: [b14619040](#)

Record Creator: The Fine Arts and Art History Department.

Collection Title: FAAH Collection, 1952-1975; 2003-present.

Collection Dates: 1952-present

Physical Description: 56 boxes (Approximately 18.6 linear feet)

Language(s): English, French and Arabic

Administrative Information

Source: The archival collection was donated by the Fine Arts and Art History department to the AUB Libraries, in the summer of 2011.

Access Restrictions: The collection can be used within the premises of the Archives and Special Collections Department, Jafet Memorial Library, American University of Beirut.

Photocopying Restriction: No photocopying restriction except for fragile material.

Preferred Citation: FAAH Collection, 1952-1975; 2003-present, AA: 3.6.3.8, Box no.-, File no.-, American University of Beirut/Library Archives.

Scope and Content

The collection contains around 55 boxes of archival materials that document the history of the Department of Fine Arts and Art History (FAAH). The collection includes correspondence, annual and administrative reports, syllabi, exhibitions' related material, photographs, scrapbooks, invitations cards, press clippings, published material, as well as other documents related to the department of Fine Arts and Art History, at the American University of Beirut. This collection is a treasure trove for researchers interested in the artistic scene at AUB, Lebanon, and the region, the history of art and fine arts, art practices and exhibits in Lebanon, as well pedagogical approaches to art and fine arts. Founded in 1953/54 as the "Department of Art", renamed in 1964-65 as the "Department of Fine Arts", and in 1969/70 as the "Department of Fine and Performing Arts", which was closed in 1974/75 at the beginning of the civil war. It was reopened in 2005 after a hiatus of thirty years as the Department of Fine Arts and Art History (FAAH). The Department of Art was the first such academic art and art history department in Lebanon. It attracted and formed many important artists in the region, and its archive provides invaluable information on the art scene and the socio-political context of art education, art production and appreciation, the art scene in pre-war Lebanon (and afterwards), as well as art education and practices in the region.

Arrangement

The Collection is arranged in eight series:

- Series I:** Correspondence (letters addressed from various entities mostly related to fine arts)
- Series II:** Minutes and Reports, 1950s-1970s
- Series III:** Faculty, Staff and curriculum (vacancies, recruiting, leave request, termination,

- teaching load, schedule...)
- Series IV:** Students (courses, grades, exams, enrollment, student employment, handouts, projects, scholarships, exchange programs...)
- Series V:** Activities, Art Seminars, Exhibitions and Events
- Series VI:** Financial documents (expenses and payment vouchers, budget, fees, petty cash, requisitions...)
- Series VII:** Fine Arts & Art History Department 2003-(Documents related to the reestablishment and functioning of the department in 2003, until today)
- Series VIII:** Photos related to FAAH

Historical Background

Even though the art department was not officially established at AUB until the 1950s, the teaching of art related courses at AUB, including painting and music can be traced back to the 30s, with the establishment of the Music Institute and the teaching of selective art courses taught by Omar Farroukh, who was appointed full-time art instructor at AUB in 1935. Farroukh taught a wide array of arts courses until his retirement in 1954 (Farroukh had his first solo exhibit at AUB in 1929). In 1952, President Stephen Penrose established the Department of Fine Arts under the direction of Maryette Charlton and George Buehr, two artists recruited from the University of Chicago, specifically for the purpose of establishing a solid, forward looking arts education program. The Department of Fine Arts flourished and was most remembered for its very popular “Art Seminars” program in the 1950s that was free and open to the public. The program, which included drawing, painting, and ceramics courses and special Saturday morning classes for children, attracted participants from all segments of the Lebanese society and brought together both Lebanese and foreign nationals who were interested in, and dedicated to, the promotion of the arts in Lebanon. In 1976, shortly after the outburst of the Lebanese civil war, the Fine Arts department was forced to close, until it reopened in 2005. During the period between 1950s and 1970s, the faculty organized a wide range of exhibitions that included student and faculty work, local crafts and showcased the works of visiting professional artists, all of which significantly enhanced the study of art, as well as the appreciation of art within the wider society. The art department reopened in 2005 as the Fine Arts and Art History. Currently, the department offers two-degree programs: a BA in Studio Arts and a BA in Art History. It also offers minors in Studio Arts, Art History, Music, and Theater. Its mission statement reads as follows: “The Department of Fine Arts and Art History educates students in the arts in all their dimensions, believing that an understanding and appreciation of this area of human endeavor is an essential element in the formation of well-rounded individuals. To that end, we offer courses in the visual and performance arts, music and theater. In the case of our courses aimed at training practitioners, our goal is to produce students with the skills to create meaningful statements in art. In the case of our historical and theoretical courses, we introduce students to great works of art of different cultures, and aim to equip them to deal with artworks critically, and with scholarship.” [*FAAH, About Us.*](#)

Subject Headings

American University of Beirut -- Faculty.
 American University of Beirut -- Students.
 American University of Beirut -- Exhibitions.

Art -- Study and teaching.
Art -- Exhibitions.
Art -- History.
Art -- History -- Outlines, syllabi, etc.
Art -- Middle East.
Art -- Lebanon.
Ceramic sculpture -- Exhibitions.
Music.
Music -- study and teaching.
Painting -- Exhibitions.
Performing arts -- Middle East.
Theatre -- pedagogy -- Middle East.

Container List

Series I: Correspondence

Box 1: Correspondence by and with AUB Presidents

File 1: Letters related to FAAH addressed to President H.E. Hoelscher:

- Letter from Walter E. Metzger (Senior Chief Editor Luftfahrt) to President Hoelscher concerning permission from the President to give a lecture and be awarded an honorary title for his services to MEA and Lebanon. November 21, 1977.
- Letter from Walter E. Metzger to President Hoelscher on a news item by Metzger and requesting to have it announced in the media in Beirut. November 23, 1977.
- Letter from Assistant Professor to President Hoelscher replying to a conference proposal "Club of Beirut". A memo to provide information about German academic and quasi Academic institutions likely to welcome cooperation in a conference on the empirical, social and economic development in the Arab world. January 30, 1979.
- Letter from Fouad Bardawil to Dr. Hoelscher concerning the sponsoring and funding of cultural series on the Middle East (at AUB). May 31, 1979.
- Letter from A.C. Grafflin announcing an exhibit called "Renaissance of Islam". May 1979.
- Letter from Martin Giesen to President Hoelscher including the invoice for an etching of Marquand House. June 6, 1979.
- Letter from President H. Hoelscher to Martin Giesen concerning the confirmation and approval of the invoice and sincere appreciation towards the "Marquand House" gift, June 7, 1979.
- Letter from Martin Giesen to President H. Hoelscher thanking the President for the note and submitting the remaining 50 prints of the "Marquand House" edition, June 13, 1979.
- Letter from Fouad Bardawil to H. E. Hoelscher on funding the production of filmed cultural programs at AUB by B.B.C and United Technologies Inc. June 17, 1979.
- Letter from Lektor (German Embassy) to President H. Hoelscher about informing the President of Dr. Klaus Wyneken's (Director of the near and Middle East office of the

DAAD in Cairo) expensed interest in meeting with AUB officials to discuss the future of DAAD-AUB cooperation. October 5, 1979.

- Letter from President H. Hoelscher to all faculty members of AUB including a report from the President on the FEA situation concerning low faculty salaries and faculty budget. The President states that he believes the salaries are equitable. In addition the President informs of a discussion on the subject in the next Board of Trustees meeting. February 22, 1980.
- Letter from members of the FEA to all Faculty members of AUB commenting on the report from the President to all faculty members dated February 22, 1980. Clarification that their concerns about salaries is in the context of their effects on academic standards in the faculty and statements of their concerns, issues and demands. February 25, 1980.

File 2: Letters from President Samuel B. Kirkwood to various individuals on the subject matter of FAAH

- Letter from Samuel B. Kirkwood to Mr. and Mrs. Nesib Trabulsi concerning the endowment of the Marie el-Khoury Scholarship in Fine Arts and Professorship in Ophthalmology for Aziz and Marie el-Khoury. November 27, 1968.
- Letter from Samuel B. Kirkwood to Dr. M. S. Shoucair on the Music Program at AUB/ Mr. Arnita's Musicals at AUB. January 20, 1969.
- Letter from Samuel B. Kirkwood to Professor Joseph C. Tanous on the Outdoor 1969 Art Show. March 24, 1969.
- Letter from President Kirkwood to Vice Presidents, Deans, Academic Department Heads, and Administrative Department Heads concerning reorganization of Office of Development. July 14, 1969.
- Letter from T. G. Bridgwood to President Kirkwood on University Theater Stage Lighting. April 1, 1970.
- Letter from Samuel B. Kirkwood to all members of the AUB community dissolving the AUB Student Council and suspending the Constitution of the Council. July 26, 1971.
- Letter from B. Kirkwood to Father Joseph Khoury on the formation of an orchestra at AUB, directed by Allen Hovey from the Fine and Performing Arts Department. March 27, 1973.
- Letter from Samuel B. Kirkwood to Professor John Colt concerning a clearance-slip and expiry of the fixed term contract as Visiting Professor of Fine and Performing Arts. April 9, 1973.
- Letter from Samuel B. Kirkwood to Mr. Mohammad Dajani-Dawudi concerning the Student Council Committee and classification on points related to the decisions taken by the Board of Trustees tuition, student programs and admission. June 11, 1973.
- Letter from Vice President Hakim to Provost, Deans, Directors of schools and Heads of Administrative Departments on University-wide committees which are not Senate Committees. December 10, 1973.
- Letter from Professor Carswell to President Kirkwood concerning a BBC report. March 25, 1974.
- Letter from Samuel B. Kirkwood to Deans Cowan, Ghosn, Lichtenwalner, Salem, Najemy about changes in the schedule due to recent circumstances. May 29, 1975.

- Letter from Samuel B. Kirkwood to the AUB Community on the raise of tuition fees. August 19, 1975.
- Letter from AUB President S.B. Kirkwood as he approaches retirement time about finding a new president. July 17, 1975.
- Letter from Samuel B. Kirkwood to Vice Presidents, Provost, Deans of Faculties, Directors of schools, Comptroller, Heads of Administrative Departments, Dean of Students, Chairmen of Academic Departments and Faculty Residents on the postponement of January Payroll. February 2, 1976.

File 3: Letters from President James W. Cowan to various individuals on the subject matter of FAAH

- A letter from Acting Dean J.W. Cowan (Faculty of Agricultural Sciences) to All Departments in FAS about courses in Agricultural Sciences of possible interest to A&S students. 31 December, 1968.
- Letter from President J. W. Cowan to all faculty and staff on US payroll dollar to inform of the resolution passed by the executive committee of the board of trustees about the payroll of faculty and members being converted from U.S. Dollar contracts to Lebanese Pounds contracts. May 19, 1977
- Letter from Martin Giesen to Presidents office that he would like to retain his present \$ contract. June 21, 1977
- Letter from Martin Giesen to president Cowan concerning an invitation to Mr. Neumann to attend a conference on the liberal art in Middle East society. June 17, 1977
- Letter from Martin Giesen to President Cowan to forward the draft of the letter to Mr. Neumann with a note that Giesen is changing office. June 17, 1977
- Letter from President James Cowan to all faculty members inviting them to a meeting of faculty members with the Board of Trustees. June 21, 1977

File 4: Letters from to Dean Hanania and to him about administrative issues:

- Letter from Dean Farid S. Hanania to All Chairmen concerning the establishing of Department of Geography in the school of Arts and Sciences which will offer 4 courses: General geography, world geography, geography of Asia, and geography of Southwest Asia. June 26, 1957.
- Letter from P. Arthur Frick to Dean Hanania concerning his comments after reviewing the annual report of P. Buehr. October 25, 1957.
- Letter from Dean Farid S. Hanania to all chairmen of departments concerning Departmental meetings and Catalog material. November 15, 1957.
- Letters between Dean Hanania and Acting Provost S.W. Edgecombe related to print letter head papers and samples on letter head. January 1958.-
- Letter from P.J. Carswell to Dean Hanania concerning a design for notepaper and sample and the subject of the layout and art work for the yearbook. May 4, 1958.
- Letters between Dean Hanania and Arthur Frick concerning instruction in Arabic. May 1959

- Letter from Dean Hanania to Mr. Aziz Nahhas on improvements in Dean's office (2 requisitions are attached, designed by Professor Frick). June 5, 1959.
- Letter from Dean Hanania to Mr. Aziz Nahhas concerning requisitions numbers 9354 and 9356. June 8, 1959.
- Letter from Arthur C. Frick to Dean Hanania concerning Plans for Reception Room. June 9, 1959.
- Letter from Aziz K. Nahhas to Dean Hanania on reserve of funds and arranging with the Comptroller. June 9, 1959.
- Letter from Aida Moukhaiber (Art Department Secretary) to Dean Hanania. June 19, 1959.
- Letter from Dean Hanania to all members of the Faculty concerning a vote on attached sheet which contains Candidate names who have qualified for 1. Sophomore diploma and normal diploma; 2. Degrees of BBA, BA, BS, MBA, MA, and MS. November 5, 1963.
- Letter from Dean Hanania to all chairmen about the revision of curriculum and ten-year plan. 1963-64.
- Letter from Erica Dodd to Dean Hanania about the possibility to offer a course in Islamic Art at AUB and an explanatory note regarding a course in Islamic Art. October 21, 1964.
- Letters between Dean Hanania, Mrs. Carl George and committee regarding the proposal of an introduction to creative Dance and composition into the curriculum of the Faculty of Arts and Sciences and outlines of courses. 1965.

File 5: Letters from Dean Elie A. Salem and to him on various subjects:

- Letter from Elie A. Salem to Mr. Van Den Berg concerning a Piano Recital at AUB. May 23, 1968.
- Notice from Dean Elie Salem to Departmental Chairs, advisors and students of the Arts and Sciences Faculty. April 30, 1974
- Resolution of the meeting of May 8, 1974.
- Letter from Elie A. Salem to Departmental and Program Chairs on the volunteers working for the ad-hoc Committees. May 9, 1974.
- Letter from Elie Salem to Chairman of Fine and Performing Arts Department concerning Chairmanship. May 14, 1974.
- Letter from Professor Harrison Smith to Professor Elie Salem concerning establishing Art History major. June 3, 1974.
- Letter from Elie Salem to Departmental and Programs Chairs concerning Assistance. June 27, 1974.
- Letter from Elie Salem to Professor Wasfi Hijab on tentative guidelines regarding restructuring the Faculty of Arts and Sciences (Program Statement number 1). August 12, 1974.
- Letter from Elie Salem to Members of the Faculty of Arts and Sciences concerning the Committee on Priorities and more effective use of resources. August 15, 1974.
- By Elie Salem (Program Statement number 2) on "The AUB: A Conceptual Analysis of Its Role in the Arab World". No date.
- By Elie Salem (Program Statement number 3) about the place and significance of the Faculty of Arts and Sciences. January 4, 1975.

- Letter from Wasfi A. Hijab to All faculty members, Departmental and Programs Chairs (Arts and Sciences) concerning the soliciting opinions of faculty members and the naming of departmental representative on our divisional subcommittees. October 10, 1974.
- Letter from Chairman, Department of Fine and Performing Arts on the Arts and Sciences Services to Arab States: Design. October 30, 1974.
- Letter from Elie Salem to Professor Peter Smith on Student-faculty relations/Questionnaire. December 12, 1974.
- Letter from Elie Salem to Departmental and Programs Chairs regarding students' views on the future of the Faculty of Arts and Sciences. January 20, 1975.
- Letter from Elie Salem to All Arts and Sciences Departmental and Programs Chairs about not giving quizzes before April 24, 1975 (due to prior week's disturbances). April 21, 1975.
- Letter from Elie Salem to Mr. Krikor Satamian, Acting Chairman in Department of Fine and Performing Arts concerning B.A. in Art. August 11, 1975.
- Letter from Elie Salem to Chairmen of all Departments and Programs concerning a statement of Policy on admission into the Faculty of Arts and Sciences. February 6, 1976.
- Letter from Elie Salem to All Faculty Members in Faculty of Arts and Sciences regarding the Academic Program. June 11, 1976.
- Letter from Elie Salem to Arts and Sciences Departmental Chairs on Courses and Teachers. June 23, 1976.
- Letter from Elie Salem to All Departmental and Programs Chairs Chairmen of departments in Faculty of Arts and Sciences on teaching through the medium of Arabic. July 16, 1976.
- A report called "The State of the Arts and Sciences" by Elie Salem to the Faculty in its meetings of Thursday October 13, 1977.
- Letter from Elie Salem to Professor W. Ward concerning the success of the Conference on the Liberal Arts. November 24, 1977.
- Letter from Elie Salem to Professor Albert Stewart on teaching load policy in the Civilization Sequence Program. October 11, 1979.
- Letter from Elie Salem to all faculty members of the Faculty of Arts and Sciences on faculty activities during February 1- June 15, 1981. July 3, 1981.
- Letter from Elie Salem to Albert Stewart on the Civilization aspects of the Middle East. June 22, 1979.
- Letter from Albert B. Stewart to Dean E. Salem concerning Mr. Bardawil's Proposal. July 5, 1979.
- Letter from Elie Salem to Professor Yusuf Ibish about Bardawil's Proposal. October 30, 1979.
- Letter from The Bardawil Film Committee to Dean Salem concerning progress on Mr. Bardawil's Proposal. February, 1980.
- Letter from The Bardawil Film Committee to Dean Salem regarding the progress on Mr. Bardawil's Proposal. March 4, 1980.
- Letter from The Bardawil Film Committee to Dean Salem, a personal note on commenting on the present arrangement with Mr. Bardawil. No date.
- Notes on the meeting at the Dean's Office

- Letter from The Bardawil Film's Committee to Dean Salem, a personal note commenting on the present arrangements with Mr. Bardawil. March 5, 1980.
- Letter from Elie Salem to Mr. Fouad Bardawil concerning a report on the films/ meeting arrangement. March 17, 1980.
- Letter from Elie Salem to President Hoelscher on Fouad Bardawil's Proposal for the production of Films at AUB. March 18, 1980.
- Minutes of the Bardawil Films Committee: Subject Matter for the First Films/ Marketing/ Technical Procedure. April 28, 1980.
- Letter from David Kurani to Dean Salem on following some agreements from the April 11 Bardawil Committee Meeting. April 29, 1980.
- Letter from David Kurani to Dean Salem regarding notes on the informal meeting with cine-director Maroun Baghdadi in the Dean's office on May 2. June 4, 1980.
- Letter from David Kurani to Dean Elie Salem on a film preview to help Bardawil project. June 9, 1980.
- Letter from David Kurani to Dean Salem concerning BBC film Catalogue/Controller's Office/Taxes/Bardawil Fund Money/Assistant needed. June 20, 1980.
- Letter from Elie A. Salem to "Richard Price Television Associated" on the production of educational films at AUB. April 17, 1980.
- From Annie Gordon to Mr. Salem replying to April 17, 1980 letter (film progress, Richard Price Television Associates Limited). February 3, 1981.

File 6: Letters from Dean Edwin T. Prothro and to him on various subjects:

- Letter to Edwin T. Prothro concerning a response to the AUB Board of Trustees' decision to eliminate a major in music at AUB by proposing the creation of a new music program and the outline of the music curriculum. No date.
- Letter from Dean Prothro to Miss Diana Taky el deen concerning her letter of Nov. 12 (willingness to meet and play for the student body of the faculty). November 15, 1965.
- Letter from Dean E.T. Prothro to Dean Cajoleas and Professor A. Frick concerning their recommendation on the promotion of Mr. Etinoff as Assistant Professor. February 2, 1966.
- Letters between Nedko Etinoff (Instructor in Music) and Dean T. Prothro, Arthur Frick concerning the new music curriculum. May 1966.
- Letter from Ward Abusamra to Dean Prothro and another one from President Francis H. Horn concerning Professor Ward Abusamra who hopes to come to the AUB on a Fulbright Lectureship. June 29, 1966.
- Letters between Edwin Terry Prothro and Miss Diana taky Deen about incorporating music in the cultural studies program. October 1966.
- Letters between Dean E.T. Prothro and Mr. P. Charbonniez director concerning sending of 3 microgrooves to the Music section. December 1966.
- Letter from Dean E.T. Prothro to Dr. Moussa M. Doumit about developing the exhibition work of the Department of Fine Arts. March 25, 1968.
- Letter from Dean E.T. Prothro to Dr. Carl Riter concerning the possibility of a job vacancy in Fine Arts. June 20, 1968.
- Letter from Dean E.T. Prothro to all Members of the Faculty of Arts and Sciences concerning Mail Vote on Grading System. November 7, 1968.

- Letter from Dean Prothro to all Departmental and Programs Chairs about the first semester final examinations schedule. November 25, 1968.
- Letter from Dean Prothro to Mrs. Helen al-Khal thanking her for the fine service to the university and regretting her departure. February 12, 1969.
- Letter from Dean E.T. Prothro to Professor Joseph Tannous (Chairman in Department of Fine Arts) concerning the impossibility to make an offer to Dr. Ernst J. Grube due to budget situation. March 10, 1969.
- Letter from Dean E.T. Prothro to Dr. Ernst J. Grube concerning same subject. April 19, 1969.
- Letter from Dean E.T. Prothro to all teachers in the Faculty of Fine Arts and Sciences concerning course plans for the remainder of the semester. April 30, 1969.
- Letter from Provost E.T. Prothro to All Faculty Members (AUB) concerning suggestions of the University Senate meeting:
 - Increased office hours to permit more student-teacher consultation
 - Spend class or laboratory sessions on Saturday afternoons
 - Additional guided outside reading
 - Application of the semester's Academic program. May 5, 1969.
- Letter from Dean E.T. Prothro to Professor Ralph Crow thanking him for accepting to serve as acting chairman of the Graduate Committee 1969-70 and asking the committee the question of whether they should institute a Master of Fine Arts degree. June 13, 1969.
- Letter from Gordon L. Olsen to Dean Prothro concerning proposal of relocation of the Fine and Performing Arts to Bliss Hall. Oct/Nov1970.
- Letter from Gordon L. Olsen to Dean Prothro about disposition of Old Organ (best place Bliss Hall). October 29, 1970.
- Letter from Dean E.T. Prothro to P.G. Olsen about recommendation concerning academic publications approved by the senate on March 20, 1972. April 15, 1972.
- Letter from Peter Harrison Smith to Dean Edwin Terry Prothro concerning comments and connection on the report on the Program Study Committee. July 6, 1972.
- Letter from Dean Prothro to All Chairmen concerning minimum enrollment in elective courses (elective courses except those numbered 300 and above, should have minimum enrollment of six students). October 9, 1972.
- Letter from Dean E.T. Prothro to all Departmental and Programs Chairs about important athletic events: a copy of a memo from Dean of Students, Robert E Najemy, requesting not to schedule special academic work on certain Saturday afternoons. March 27, 1973.
- Letter from Dean E.T. Prothro to Chairmen of Education, English, Fine Arts, European Language and Literature, and Religious Studies concerning the elimination of BA degrees (not to accept any new candidates for the BA degree in Education, Mass communication, Music, Comparative Literature or Religious Studies.) April 9, 1973.
- Letter from E.T. Prothro to Professor Smith to have recommendations of the department on the nomination of a chairmanship. May 16, 1973.
- Letter from Dean E.T. Prothro to all Departmental and Programs Chairs to fill out forms concerning data for University Research Board. May 21, 1973.
- Letter from Dean E.T. Prothro to Departmental and Programs Chairs of Faculty of Arts and Sciences concerning suggestion of announcing in advance the plan for the week of July 2 through 7. June 29, 1973.

- Letter from President Malcolm Kerr to all Faculty and staff concerning acceptance of Professor E.T. Prothro to serve as his advisor on academic affairs. November 5, 1982.

Box 2: Deans and Faculty correspondence

File 7: Letters from acting dean John M. Munro and to him about administrative issues:

- Letter from John M. Munro to all Departmental and Programs Chairs in Faculty of Arts and Sciences concerning catalogue revision. September 17, 1970.
- Letter from John M. Munro to all members of Faculty of Arts and Sciences about athletics; suggesting that all faculty members interested in athletics consider the possibility of becoming affiliated to one of their representative teams either as coach or as a manager, October 21, 1970.
- Letter from John M. Munro to all Departmental and Programs Chairs in Faculty of Arts and Sciences concerning summer school. July 1, 1971/1973
- Letter from John M. Munro to all Departmental and Programs Chairs and Programs concerning program revision (recommendation for reducing expenses). August 15, 1972.
- Comments of the Department of Fine and Performing Arts on the changes in the curriculum and budget proposed by the Provost's program study committee.
- Letter from John M. Munro to Chairman in Fine and Performing Arts Department concerning the approval of the Board of Trustees on the program study report proposed by Provost S. Thabet and his committee. (As of July 16, 1973 no new student will be admitted for BA degrees in the following subjects: education, European Language and Literature, Drama, Music, Mass Communication, Religious Studies). July 16, 1973.

File 8: Letters from to Acting Dean William S. Flash and to him about administrative issues:

- Letter from Assistant Dean William Flash to Mr. Nahhas concerning the locking up time at Fisk Hall. Nov 15, 1960
- Notice from acting Dean William Flash to all arts and sciences faculty members concerning February 22. Feb 23, 1961
- Notice from Acting Dean William Flash to all arts and sciences faculty members concerning withdrawal from courses. Feb 27, 1961
- Letter from Acting Dean Flash to all chairmen concerning the car traffic on campus. President Crawford asks them to send him a list of all personnel who own cars and who park their cars on campus. Mar 8, 1961
- Letter from Arthur Frick to acting Dean Flash concerning permission or sticker to be given to Mr. Moukheiber. Mar 18, 1961
- Letter from Acting Dean Flash to all chairmen concerning the early departure of staff. April 26, 1961
- Letter from Acting Dean Flash to Arthur Frick concerning a living up local emplacement for John Carswell. May 8, 1961
- Letter from Chairman Arthur Frick to Acting Dean Flash concerning letter stating position in AUB. May 18, 1961

- Letter from Acting Dean Flash to all chairmen about employment of recent AUB graduates who are Jordanian subjects, (not to employ Jordanian bursars without first consulting with the Minister of education). Sep 6, 1961

File 9: Letters from associate dean Landry T. Slade and to him about administrative issues:

- Letter from Associate Dean Landry T. Slade to Departmental Chairs concerning course description (Departments shall have an updated list of their course offerings with course descriptions)". September 30, 1974.
- Memorandum from L.T. Slade to Mr. John Gill (director of operations) concerning Management Corporation. January 30, 1975.
- Letter from Associate Dean Landry T. Slade to P. Arthur Frick concerning the approval of the recommendation that Mr. Krikor Satamian serve as Acting Departmental Chairs June 24, 1975.

File 10: Letters from Professor Maryette Charlton and to her on various subjects:

- Letter to Maryette related to someone's painting in Chicago. Oslo May 5, 1952.
- Letters between Hugo? and Maryette about possibility to exhibit in Beirut and personal letter. Chicago October 22, 1952. Chicago February 24, 1954.
- Letter from Henri Seyrig to Maryette concerning a preliminary draft of the statutes of the committee for translation of European and Arabic Masterworks. Beirut January 5, 1954.
- Letter from Henri Seyrig to Maryette inviting Maryette to a party and informing her of the arrival of Sandy Calder for 2 days. Beirut December 21, 1954.
- Letter from Vera to Maryette. No date.

File 11: Letters from Professor Arthur Frick and to him on various subjects:

- Note to Professor Frick. No date.
- Application for the use of AUB Facilities.
- Congratulations letter to Professor Arthur and Aida Frick from all the Fine Arts Department. No date.
- Letter from John to Professor Frick about the possibility of Dr. Santos to give lectures in Beirut. No date.
- Letter from Arthur Frick to Donald Marbug that contains a copy of "the plan for the Merger of the Art Seminar with the Art Department". No date.
- Letter from Arthur Frick to Dean Hanania concerning classroom equipment. October 25, 1957.
- Letter from Arthur Frick to Dean Hanania about the proposal for a Major in Art, (sending him a plan for Major in Art titled required courses for a Major in Art) and Departmental meetings. December 2, 1957.
- A thank you letter from Areka Kassardijan to Professor Frick concerning her Painting exhibition. January 15, 1959.
- Letter of appreciation from Ambassador P.A. Beaulieu to Professor Frick for his participation in the selection of Lebanese students who applied for Canada Council Fellowships. February 3, 1959.

- Letter from Arthur C. Frick to Mr. Victor Hitti concerning recommendations for a Craft Industries Program. February 2, 1959.
- Letter from G.H. Jansen to Professor Frick reminding him of the offer made by negation of India of a photographic display depicting Indian sculpture and architecture. February 26, 1959.
- A thank you letter from the cultural committee of Zareh-Noubar Club for the acceptance of being a member of the Jury for the Art exhibition. March 23, 1959.
- Letter from Mrs. Barney Ginder to Professor Arthur Frick about returning the items used for the art exhibition to the donors. April 7, 1959.
- Une lettre pour Arthur Frick et John Carswell concernant le jugement de leur cours. April 7, 1959.
- Letter of appreciation from President J. Paul Leonard to Professor Frick for restoring the portrait of Daniel Bliss. April 17, 1959.
- Letter from Leon Toressian to Professor Frick suggesting the establishment of a few cinema courses in the Art Department at AUB. May 6, 1959.
- Letter from Arthur Frick to Dean Hanania concerning the request for Major programs in Art Education. May 25, 1959.
- Letter from Professor Frick to Dean Hanania concerning a recommendation for engineering school to go on semester system. June 2, 1959.
- Letter from S. Elizabeth Ralston to Professor Frick notifying him that Mr. and Mrs. Wilfred Turmelle are taking with them some slides that Charlton Winslow assembled for him. August 28, 1959.
- Letters between Lytton Dr. Piazza and Professor Frick that the Stephens College Panhellenic organization decided to purchase his sculpture piece of King David. May – June 1960.
- Letter from Arthur Frick to Mr. David Garth thanking him for the reproduction of Ben Shan, Augustus Talk and Walt Khun. May 25, 1960.
- Note from Assistant to the Dean Bryan Gregor to the department of Art concerning the intention of a Miss Abughazaleh to take Art 238. 24 January, 1961.
- Letter from Professor Arthur Frick (Chairman of Art Department) to Assistant to the Dean Bryan Gregor replying to the note. 24 January, 1961.
- Letter from J.D.M. Cresswell to Professor Frick concerning Fine Arts reproduction and the offer for a discount. November 1963.
- Letter to Arthur and Fay Frick concerning Fredi's case (un-renewed contract), and hiring a new staff at the rank of Assistant Professor. February 25, 1964.
- Letter from Professor Arthur Frick to Professor W. Nystrom Editor, A.A.U.P. Newsletter. May 24, 1965.
- Letter from John to Professor Frick concerning a progress in Oriental art. June 12, 1965.
- Letter from Frick to President Kirkwood concerning drawings he made. October 1965.
- Letter from Arthur Frick (Chairman of the Fine Arts Department) to Mr. Salvador Arnita, Mrs. Yusra Arnita, and Mr. Nedko Etinoff (to all Faculties) concerning course outlines. October 1965.
- Letter from Arthur Frick (Chairman of the Department) to the curriculum committee concerning Departmental course Numbering and Designation. October 22, 1965.
- Letter from Samia Khalaf to Professor Arthur Frick related to the type of course that Erica Dodd has in mind. November 8, 1965.

- Letter from Arthur Frick to faculty concerning the telephone manners. December 6, 1965.
- Letter from Jeromy to Arthur about a program and to check with Fuleihan if it meets with their catalog requirements. January 29, 1966.
- Letter from Louis P. Cajoleas to Professor Arthur Frick concerning maintenance for Pianos and organ. February 8, 1966.
- Letter from Oleg Crabar to Arthur Frick concerning rent a car. February 17, 1966.
- Letters from Jeromy to Arthur Frick concerning the performance of el soliciti veneti. September 19, 22, 1966.
- Letter from John to Professor Frick concerning Islamic Art. May 1, 1967.
- Letter from Ronald Woodcock to Professor Frick about the possibility of giving a violin recital or lecture recital at AUB (with a brochure). May 24, 1967.
- Letter from Professor Cooper to Professor about the possibility to take a course of illustrated lectures at AUB (related to piano playing or music in general) and the possibility to give individual or class lessons in piano. October 3, 1967.
- Letter from Fred Harris (Dean of Baldwin Wallace College, Ohio) to P. Frick about a program of Middle East Studies. October 24, 1968.
- Letter from Assistant Dean Pierre Mourad to Professor Arthur Frick concerning a request from the second semester for a year leave of absence without pay and to have Professor Colt for this period. April 13, 1972.
- Letter from Professor Arthur Frick to Peter concerning the chairmanship position and the art history. May 25, 1973.
- Letter from P. Frick to Messrs. Abboud and Hawa about the possibility of students in perception and communication. A0413-section B. Make use of the tools, machinery in the wood and metal shop. November 6, 1973.
- Letter from Esther L. Mayer to Professor Frick about the possibility to accept the course Intro. Music and Art taken by Randa Turk as equivalent of required in the curriculum of the school of nursing. September 20, 1974.
- Letter from Arthur to all faculty members concerning the submitting of new course descriptions. October 7, 1974.
- Letter from Arthur Frick to all faculty members concerning Wasfi Hijab's memo of October 10, 1974 "Soliciting opinion of faculty members and the naming of departmental representative on the divisional subcommittees." October 18, 1974
- Letter from Representative Arthur Frick to Miss Corine Heditisian appreciating her for turning over to them the proceeds of the Los Angeles Jubilee Singers concert. November 11, 1974.
- Letter from Arthur Frick to Miss Caroline Stanley-Millson according to her proposed lectures (the renaissance city; the landscape painting of Claude and Poussin). November 19, 1974.
- Letter from Professor Frick to Miss Suha Yusuf and Mr. Ali Racy concerning job vacancy at AUB. January 22, 1975.
- Letter from N. Etinoff to Professor Arthur Frick concerning the course Music 241. January 24, 1975.
- Letters from Arthur Frick to Dr. Louis Cajoleas (Chairman, Department of Fine and Performing Arts) and to all faculty members concerning the proposed certificate program in Art AUB Extension Program. (With course description; tentative schedule of courses.) March 1975.

- Application for the use of AUB Facilities

File 12: Letters from Professor John Carswell and to him on various subjects related to fine arts:

- Letter from Diana Taky Deen to John updating him about developments that took place in the weekend. No date.
- Letter from Joe to John according the copy of E.T.L.'s letter. No date.
- Letter to Carswell (a member in Dar Al Fan.) No date.
- Information and description about an extensive volume on Coptic Tattoo Designs published by John Carswell and letters between Archie S. Crawford and Professor John Carswell related to "copyright question". February 1958.
- Letter from John Carswell to Mr. Marburg about "University Letter Headings". October 29, 1958.
- Letter from Carswell to Muhammad Ahmad about the Academic code in written work. (Copy of the Academic code not found only the letters.) October 3, 1960.
- Letter from Carswell to Mr. Chatzidakis about the prospected programme of the Byzantine Congress's activities and any other relevant details. January 9, 1963.
- Letter from John Carswell to Mr. Abdul Haq asking him to send information/program/dates and activities of the Class congress, Damascus October 1964. January 9, 1963.
- Letters between D.R. Howell and John Carswell about subscriptions in the brochure of the National Gallery Print Scheme. October 16, 1963.
- Thank-you letter from Carswell to Miss Ruth C. Krueger about her letter of October 16, 1963 and the details of the exhibition of Miss Cornelius's work. October 21, 1963.
- Letter from John Carswell to Mr. R. Lynch in which the second requesting that the art department co-spend an exhibition of "Contemporary American Pottery." November 1, 1963.
- Letters between Carswell, Fuleihan and Ferren about the possibility to have a taped copy of Mr. Ferren's lecture in the Art Department Archives, and a thank-you letter from Carswell to Mr. John Ferren. November 1963.
- Letter from John Carswell and Dr. Hazem Nuseibeh about old tiles, interested in securing old tiles for study purposes for AUB museum. December 12, 1963.
- Letters between John Carswell and Mr. J. Grimes related to recent post in the Art Department. April and May of 1964.
- Personal letter from John Carswell to Mr. R. J. Charleston inviting him to a stay. June 8, 1964.
- Copy of Mr. Buehr's letter sent to Frowes related to the invitation to teach at AUB. June 14, 1964.
- Letters from John Carswell to Dr. Oleg Grabar and Richard Ettinghausen concerning concentration on an oriental and Non-Eastern Art Studies program. January 1965.
- Letter from John Carswell to Mr. Roger Saïdah the first requesting a receipt for the excavation material. September 21, 1967.
- Letter from John Carswell to Dr. S. J. Fleming concerning a request by Fleming regarding an Islamic Site. September 27, 1967.
- Letters to John Carswell asking for a graduate course and program in the Fine Arts Department. September 1967.

- Letter from John Carswell to Dr. Meredith Owens asking for a spare programme of the Turkish Art Congress. September 27, 1967.
- Letter from John Carswell to Mr. J. Grimes asking for details about application and requested document to advise students about post-graduate courses. September 29, 1967.
- Thank-you letter from John Carswell to Mr. Crimes. October 3, 1967.
- Letter from John Carswell to the Director of L'Orient according to André Maurois article about Carnabay Street. October 5, 1967.
- Letter from John Carswell to Mr. Brooks to notify him of spending his time at the service of UNRWA. October 6, 1967.
- Personal letter from John Carswell to Mr. Robert Gronendyke. October 11, 1967.
- Letter from John Carswell to Mr. Sullivan about the extended loan of the small top-firing kiln belonging to the Art Department. October 11, 1967.
- Letter from John Carswell and Dr. Ramzi Khalidy asking about apple shoots. October 13, 1967.
- Letters from Josephine Kadera to John Carswell asking him about the title of his book for the annual Report of the Middle East Center "Kutahya Tiles and Pottery from the Armenian Cathedral of St. James in Jerusalem". October 1967.
- Letter from John Carswell to the secretary of Arts Orientals asking of sending the off prints of his article on Mont Athos to Beirut. November 8, 1967.
- Letter from Maurice Chehab (Director General of Antiquities) to Professor John Carswell about KIRK Bride's archaeological Material found in Beqaa' and stored at AUB's Art Department. November 13, 1967.
- Thank-you letter from John Carswell to l'Orient about the article on their exhibition of Eadweard Muybridge photographs. November 23, 1967.
- Letters from Ronald Woodcock to John Carswell asking for arranging violin recitals for him at AUB. November 1967.
- Letter from Professor John Carswell to Mrs. John Adams notifying that she is in possession of the rest of her husband's paintings. November 30, 1967.
- Thank-you letter from John Carswell to Father Yervant Apelian for sending him a copy of the guide to the Armenian Church in Cyprus and the 3 photographs. December 9, 1967.
- Thank-you letter from John Carswell to Miss A.C. Cameron for sending him "handout" on facilities for the Professional training of Artists and Designers in Britain, and brochures on the Diploma in Art and Design. December 18, 19, 1967.
- Letter from John Carswell to the Editor of the Times according to his article about Sir Phillip Henry's impending departure for Israel. December 20, 1967.
- Letter from Ernst J. Grube to John Carswell about writing an essay on the book that they plan to publish for the exhibition. December 21, 1967.
- Letter from Linda McAlpine to John Carswell related to the University Year Book, Campus. January 1968.
- Letter from A.H.S. Megaw to John Carswell according to the text of his Dome on the Rock Report in London. January 3, 1968.
- Letter from John Carswell to Mrs. L. Cohn according to the color plates. January 1968.
- Letter from John Carswell and Mr. Brooks about contemporary Music Festival. February 5, 1968.

- Letter from John Carswell to Mortimer Wheeler related to his work on the Kutahya Pottery and ceramics in the Cathedral of St. James in Jerusalem. February 20, 1968.
- Letter from John Carswell to Mr. B. Moubarak concerning moving platform and chain to the chapel. March 14, 1968.
- Letter from James Melvin Peet about lists of readings and lectures for the four required courses in Cultural Studies (lists missing). April 10, 1968.
- Letter from Graham to John Carswell informing him about changing his address. June 17, 1968.
- Telegraph. No date.
- Letter from John Carswell to Professor Raguette about student enrollment in sculpture class. February 26, 1969.
- Letters regarding the Islamic Art Program (establishment of an Islamic Art Program in the university) - Memorandum and courses. February 1969.

File 13: Letters from Professor Diana Taky Deen and to her on various subjects related to fine arts:

- Personal letter from Diana to a Farid Louis arranging a meeting and giving her address. December 7, 1965.
- Letter from Diana to Mr. Kent (advice of the best method of establishing a permanent subscription list of representative music Journals.) December 22, 1965.
- Letter from McCrary to Diana about the schedule for the 1966-67 academic year assembly programs. June 29, 1966.
- Letter from Diana to the editor of Outlook. July 6, 1966.
- Letters between Diana and Habib Kurani on establishing a permanent contact with secondary schooling lesson (beginning of Music Major October 1966) and discussing possible development of interest in Music among secondary school students. July 1966.
- Letter from Diana to Mr. Charbonniez containing a list of Journals in the order of Preference and another list of records by French composers. October 19, 1966.
- Letter from Diana Taky Deen to Outlook Editors Hassan Hussayni and Zuhayr Fakhri on enclosing accurate list of presentation in Music activities in the Department (list not found only the letter). October 22, 1966.
- Letter from Diana to Mr. Majaj requesting to bring back to Fine Arts a book on research material by Duckles. October 24, 1966.
- Letter from Farid Louis to Diana containing a list of the members of the Music Committee. October 25, 1966.
- Letter from Diana to Miss Blumer concerning a copy of a clipping from Outlook Student Newspaper of the AUB (copy of clipping not found only letter). October 31, 1966.
- Letters between Diana and Terry Otis concerning a request of informal about lended material to complete the new inventory. September 1967.
- Letter from Diana to Dr. Raja Nasr related to Mr. James Laster who will be joining AUB as a professor for duration of 5 years. October 28, 1967.
- Letters between Diana and Mr. Christian Poche about the publication of a New Musical Journal by Jeunesses Musicales du Liban "Information J.M.L.". October 1967.
- Letter from Diana to Mrs. Wahaybeh concerning summer call timing. July 1, 1972.

- Letter from Dr. Arne Ertel to Diana concerning a list of “Des Opera Filmes” if she is interested in projecting any of them. 1973.
- Letter from Diana to Professor Robert Hare about announcing a new curriculum for Music Section. August 13, 1973.
- Letter from Diana to All Music Faculty and Harrison Smith concerning “Practicing Facilities for Students”. November 12, 1973.
- Letter from Diana to All Music Faculty and Smith concerning the proposal of a course in Opera and the description of this course. November 12, 1973.
- Thank-you letter from Diana to Samir Malti. November 6, 1974.
- Letter from Diana to Professor P. H. Smith according to his memo dated November 27, 1974. December 9, 1974.
- Letters between Diana and Professor Fawzi Yakoub concerning “course on Chopin”. December 17/18, 1974.
- Thank-you letter from Diana to Mr. Samir Malti. January 31, 1975.

File 14: Letters from Professor Krikor Satamian and to him on various subjects related to the Fine Arts Department:

- Curriculum vitae and recommendation letters. No date.
- Personal letter to Krikor Satamian. No date.
- Application for admission to graduate status (and grades). September 1970.
- Letter from Instructor Krikor Satamian to Office of the Registrar on withdrawal of Miss Sawsan Ulabi. 17 May, 1972.
- Invitation card from the Lebanese Student League to celebrate “Lebanese Independence Day”. November 22, 1973.
- Personal letter from Marwan Najjar to Mr. Krikor, Tripoli – Libya. December 20, 1973.
- Letter concerning Albery visit. 1973-1974.
- Letter from David A M Latta to Krikor concerning the New London Ballet Performance. June 3, 1974.

File 15: Letters from Professor Salvador Arnita and to him on various subjects:

- Letters between Arthur Frick and Mr. Salvador Arnita concerning revision of university catalogue. October 25, 1965.
- Recommendation for promotion: Promotion of Salvador Arnita from lecturer to that of Assistant Professor. Recommended by Dean E.T. Prothro and approved by Acting President Samuel Kirkwood. October/November 1965.
- Letter from Burton B Thurston (Assistant to the President) to Professor Salvador on behalf of the Centennial Committee appreciating him for the fine work which he did. The choir was exceptional. December 5, 1966.
- Thank-you letter from President Samuel B. Kirkwood to Professor Salvador Arnita for the major role he played in their Centennial Day Celebration (concerning his performance/music). December 13, 1966.
- Thank you/congratulation letter from American Ambassador Dwight J. Porter to P. Arnita and to his talented group for a most delightful evening. December 21, 1967.
- Music course 213. No date.

- Outside employment concerning teaching hours at the National conservatory of Music. 1965-1967.
- Recommendation for Promotion (+CV of Salvador). June 1967.
- Curriculum vitae of Professor Salvador Arnita. No date.
- Letters between Arthur Frick and Comptroller from December 1965 and November 1966 John Carswell and comptroller office to advance cash to Mr. Arnita for Christmas and Easter Musical.
- Leave request and approval for Salvador Arnita. April 9, 1970.
- Article AUB bulletin concerning the passing away of Mr. Arnita. March 26, 1984. Letter (writing) about Professor Salvador Arnita. No date.
- **Press Clippings**
 - حفلة سلفادور عرنيطة الموسيقية في الجامعة الأميركية الخميس ٢٣ كانون الأول ١٩٦٥. (لسان الحال)
 - Salvador Arnita grand loureat des J.M.L. 1965. Jeudi Avril 29, 1965 (le soir.)
 - السببية الموسيقية في لبنان تعلن فوز الموسيقار عرنيطة ب٣ جوائز كبيرة. السبت أيار ١٩٦٥. (لسان الحال)
 - موسيقي: فوز سلفادور عرنيطة ب٣ جوائز. الخميس نيسان ٢٩، ١٩٦٥. (النهار)
 - لسان الحال تستغني مؤلفي الموسيقى من البيتلز: سلفادور عرنيطة
 - Monthly research grants report to S. Arnita. 30 June, 1966.
 - Arnita's Arab Suite reaps Cairo Promise. Daily Star. August 7, 1966.
 - Arnita conducts University Choir in Fine Easter Musical at AUB. Daily Star. April 17, 1968.
 - Musical Team: Dr. Salvador Arnita, his wife and his son Shadi with the traditional Arabic instrument the Quanun. "Quatuour du Liban".
 - Article from Al-Kulliyah: Arnita's First Canateta in Arabic: Identity Card Autumn 1971.

Box 3: Faculty Correspondence, etc.

File 16: Letters from Professor Joseph Tanous and to him on various subjects:

- Letter from Joseph Tannous to A.D. Alpine, Inc. concerning Instruction manual for assembly hall and operation of kiln. February 12, 1968.
- Letter from Joseph Tannous to A.D. Alpine, Inc. requesting to reply on a letter sent on February 12. March 5, 1968.
- Letter from Chairman Joseph Tannous to Mr. E. Rubeiz to excuse Farid Haddad from some courses because courses are repetitions. September 9, 1968.
- Letters between Joseph Tanous and P. Munir Bashshour concerning examination of the application of Miss Khouri. September 1968.
- Letter from Joseph Tannous to Miss Angele Skerjian about adding two new courses to the Fine Arts Curriculum. September 27, 1968.

- Letter from Joseph Tannous to Dean Prothro concerning discontinuing of some classes because lack of students. October 10, 1968.
- Letters between Professor Tannous, Assistant Dean Olmsted, P. Arnita concerning the Alex Ghattas case. October 1968.
- Letter from P. Tannous to Mr. Rubeiz to substitute FA234 sculpture II for FA233 sculpture I on Samir Mirshak's transcript. January 6, 1969.
- Letter from acting Chairman John Olmsted III to Professor Joseph Tannous concerning the vote of the curriculum committee to approve the new course description for theater courses. January 1969.
- Letter from Professor Joseph Tannous to Registrar concerning correction to be made in the new catalogue (Philosophy 228 should be Philosophy 225). January 21, 1969.
- Letters between Joseph Tannous, curriculum, John Olmsted about the course renumbering. April 1969.
- Letter from Chairman Joseph Tannous to the curriculum committee concerning postpone of course renumbering. April 28, 1969.
- Letter from Chairman Tannous to Mr. Rubeiz notifying that the senior tutorial 270, 271 can be used to replace course FA239, 237, or 238. April 30, 1969.
- Letter from Chairman Joseph Tannous to Registrar to change course description of Mouna Bassili from Art 270 (tutorial ceramics) to Art 270 (tutorial Painting). June 9, 1969.

File 17: Letters from Professor Gordon L. Olsen and to him about courses (changing course number/title, cancellation) and serving in the faculty lounge committee:

- Required courses. October 15, 1970
- Correspondence concerning ED 247 & 248. December 2, 1970 and April 19, 1971.
- Summer courses: (add second section to photography courses). June 25, 1971.
- Letter from Chairman Gordon L. Olsen to Dean Prothro on changing a course number. 5 November, 1970.
- Letter from Chairman Gordon L. Olsen to the Curriculum Committee on changing a course title. 24 November, 1970.
- Letter from Gordon L. Olsen to Dr. Cajoleas on a painting description. 9 December, 1970.
- Letter from Gordon L. Olsen to Assistant Dean Mourad concerning Mr. P. Charbonniez. January 21, 1971.
- Letter from Paul N. Scheuerle to Dean of Fine Arts about visiting AUB, observing the Fine Arts Committee. January 11, 1971.
- Reply letter from Gordon Olsen to Paul N. Scheuerle telling him that they look forward to his visit and assist him in any way they can. January 25, 1971.
- Letters from Gordon L. Olsen to Professor Henry B. Graham concerning teaching appointment at the University. January 26, 1971.
- Letter from Gordon L. Olsen to Dr. George Chammas about the list of Arts and Sciences school. January 29, 1971.
- Letter from Gordon Olsen to the curriculum committee concerning additional courses (Art 235 Photography). March 3, 1971

- Letter from Chairman Gordon L. Olsen (Department of Fine and Performing Arts) to the Curriculum Committee concerning duplication of course numbers. 11 March, 1971.
- Letter from Gordon L. Olsen approving on the lending Panels to MEMA. April 7, 1971.
- Additional courses (photography, 262. Instrumental performance class; 263. Instrument recital class). June 23, 1971
- Summer courses: (add second section to photography courses). June 25, 1971.
- Letter from Chairman Gordon L. Olsen to Associate Dean Munro on the cancellation of courses. 5 July, 1971.
- Letter from Samir K. Thabet (provost) to Miss Mary Milecki, P. Leron Babikian, P. Gordon Olsen requesting if they accept to serve on the faculty lounge committee. December 10, 1971.
- Reply letter from Gordon Olsen to Provost S. Thabet that he is not interested in serving in the faculty lounge committee. January 13, 1972.
- Letter from Chairman Gordon L. Olsen to Mr. Emile Rubeiz (Registrar's Office) concerning course number change and substitute courses. 30 May, 1972.
- Letter from Peter Harrison Smith to Gordon Olsen and Arthur Frick concerning explanation according to the report presented to the trustees by a President's committee. July 7, 1972.

File 18: Letters from Professor P. Mourad and to him about adding courses to the curriculum:

- Letter from Professor Mourad (acting chairman) to P. G. Olsen concerning the approval of the curriculum committee to add two courses to Music curriculum. October 22, 1971.
- Letter from P. Mourad to Chairmen of departments and programs concerning the course offerings with course description. October 3, 1972. September 26, 1973.
- Letter from Assistant Dean P. Mourad to P. P.H. Smith concerning minimum enrollment in elective courses. February 22, 1973.
- Letter from P. Mourad (acting Chairman) to P. Smith concerning changes in the Art and Theater Programs. June 14, 1973.
- Letter from Acting Chairman P. Mourad to P. H. Jafri concerning a planning to offer a new course in Islamic Art History (sending a description of the courses to make sure that there is no duplication with other courses within the same field.) June 14, 1973.
- Letter from acting Chairman P. Mourad to Chairmen of departments of Fine and Performing Arts concerning approval of the curriculum committee on the Art and Theater curriculum. July 18, 1973.
- Letter from Acting Chairman P. Mourad to Chairman Department of Fine and Performing Arts concerning submitting of Music curriculum. August 1, 1973.
- Letter from P. Mourad to Chairman of Departments concerning preparing a list of extension courses which could be offered by the FAS as requested by the Provost. August 6, 1973.
- Letter from P. Mourad to P. P.H. Smith concerning the addition of a course (ART239 topics) to the curriculum of the Art Section. December 5, 1973.
- Letter from P. Mourad (Acting Chairman) to P. Smith concerning approval of the curriculum committee on the revised curriculum of the Music Section. January 28, 1974.

File 19: Letters from Professor Peter Harrison Smith and to him on various subjects:

- Letter from P.H. Smith to Priscilla Farah about Art slide Classification system. March 24, 1971.
- Letters between Peter Harrison, Diana taky Deen and P. Paul F Parmelee about the proposal of Mr. Parmelee to be involved in the music program. 1972-73.
- Letter from Peter Smith to Prentice Hall requesting an examination copy of the H.H. Arnason History of Modern Art and a copy of their current catalogue of Publications. March 1, 1972.
- Letter from Richard L. Schaplowsky to Peter Smith on thanking him about the slides. March 8, 1972.
- Letter from Chairman Peter Harrison Smith to the Office of Registrar on the course Art 225 "Pottery and Ceramics". 21 June, 1972.
- Letter from Peter Smith to P. Gordon Olsen and Arthur Frick concerning the report and budget cuts. July 7, 1972.
- Letter from William A. Ward to Peter Smith concerning a cumulative deficit in AUB. July 8, 1972.
- Personal letter from Isabel to John forwarding a transcribed letter from Professor Smith regarding his absence from teaching. July 20, 1972.
- Letters between Peter Smith and Mr. Antoine Medawar related to the offer of co-sponsorship of the Quatuor Bulgare d'Etat "ORPHEUS". August 1972.
- Letter from Peter Smith to Dean E.T. Prothro asking for permission to continue offering courses in their Department. October 11, 1972.
- Notice to all Art Majors of the possibility that the Philosophy Department may offer Phil 255 "Aesthetics". October 30, 1972.
- Thank-you letter from Peter Smith to M.P. Charbonniez. November 17, 1972.
- Announcement from Peter Smith to all faculty members that a copy of the "Program Study Report" is available for comments and perusal. December 6, 1972.
- Thank-you letter from Samir K. Thabet to Professor Smith for sending his December 6 letter on the Program Study Report. December 21, 1972.
- Letters between Kirkwood, Smith, Prothro and Thabet regarding the Program Study Committee. 1972 – 1974.
- Letters between Charles Gibbs and Peter Smith to make appointments on purpose of introducing their student paperbacks, textbooks and other new publications and discuss with Mr. Smith needs for books for his courses. January 4 and 11, 1973.
- Letter from Smith to all faculty members in the Art Department concerning a new policy regarding the use and loan of University-owned Department equipment. January 17, 1973.
- Letters between Richard L. Schaplowsky and Peter Smith enclosing a reprint of an article on AUB appeared in the Wall Street Journal "Armenian University in Beirut still popular with Arab students despite area tension". January 17 and 24, 1973.
- Letter from Chairman Peter Harrison Smith to Dean E.T. Prothro concerning the appointment of Miss Al-Radi. 22 January, 1973.
- Attached list from Smith to Arnita, Etinoff, Hovey, taky Deen contain a compilation of a "basic repertoire" by the Music critic Martin Bookspan. March 5, 1973.
- رسالة من وزارة الخارجية في الجمهور العراقية تزويدها بالمناهج الفنية المطبقة في مدارس الأطفال والأحداث والمعاهد الموسيقية. ١٤ - ٢ - ١٩٧٣.

- Letter from Peter Harrison Smith to Dr. George Hakim regretting to inform him that they do not have a program for primary grade students in music in the Department. March 13, 1973.
- Letters between Ann Wire and Peter Smith asking for summer courses, curriculum and tuition fee, scholarship, etc. April 2 and 10, 1973.
- Letters between Paul D. Zenian and Smith suggesting the possible use of some facility in exchange for a short-term “teaching” assignment, including a CV of Mr. Paul Zenian. March 1973.
- Letter from Allen Hovey to Professor Smith saying he is unable to submit class schedule for music section first semester. June 14, 1973.
- Letters from Smith to Professor P. Mourad concerning Art and Theater programs. June 16, 1973.
- Letter from Peter Smith to Dean E.T. Prothro about adding a new course to summer school: “Theater 264” Introduction to Theater Arts. Instructor: Krikor Satamian. June 21, 1973.
- Letter from E.T. Prothro to Smith according to memorandum concerning the new proposal of the Music curriculum (New Music Program). July 2, 1973.
- Glad tidings: from the meeting of Arts and Sciences chairman. June 8, 1973.
- Letter of appreciation from Richard G. Adamany to P. Smith for his visit. June 21, 1973.
- Letter from Peter Smith to M. Finikarides about an invitation to Nicosia. July 5, 1973.
- Letter from Samir M. Seikaly to Professor Smith concerning the irregularities committed by Miss Hatouf Hijazi in Art 238 (issue of Miss Hijazi). July 12, 1973.
- Letter from Richard L. Schaplowsky to Peter Smith concerning the letter of July 5 and congratulation to Smith for being selected as a guest art critic for the Arts Symposium (July 5 letter not found). July 13, 1973.
- Letter from William S. Brockman to Peter Smith sending apologies. July 20, 1973.
- Letter from P. Mourad to Professor Smith concerning opportunities in AUB for Professor and Mrs. Edmund Whiting. September 6, 1973.
- Letter of appreciation for the Janitorial care received in the summer. October 4, 1973.
- Letter including the Janitorial Schedule in the department of fine and performing arts. October 23, 1973.
- Letter from Peter Smith to Mr. Aziz Nahhas appreciating for the work done by staff of Physical Plant in the ceramics room. October 4, 1973.
- Letter from Music Section (Arnita, Hovey, taky Deen, Etinoff) to Professor Smith concerning a meeting to discuss the proposal of the Music curriculum. October 5/10, 1973.
- Letter from Smith to Gordon Olsen concerning confirmation to split A0413 into two sections. October 11, 1973.
- Letters between Peter Smith and Paul Tatge concerning grade-up on printmaking course. October 17, 1973.
- Letter from Diana taky Deen to Peter Harrison Smith thanking him for the copy of the news of Mr. Yusif Khoury and for scheduling Janitorial services. October 31, 1973.
- Letter from Richard L. Schaplowsky to Smith thanking him for keeping him up to date on the musical aspects of the department by sending copies of the Monthly Music Letter and asking him to send photos of art exhibitions, plays, sculpture classes, etc. November 12, 1973.

- Letter from Peter Smith to the Ambassador of Denmark Mr. Mogers Warbery thanking him for his generosity gift (Danish Music Collection). November 14, 1973.
- Letter from Smith to Professor Pierre Mourad concerning an approval of the curriculum committee to offer a course in Art history: ART239 Modern Art (Description). November 15, 1973.
- Letter to P.H. Kurani concerning the approval of the curriculum committee on new course in Art (ART239) including how fine arts introduced H.H. Arneson's History of Modern Art as a text to the course ART239. No date.
- Letter from Associate Registrar Emile Rubeiz to Chairman of Department of Art on tutorial courses (including reply of tutorial courses assembled by Chairman Peter Harrison Smith). 23 November, 1973.
- Letter from Peter Smith to Mr. Jean Robert concerning materials sent by him (L'Oeil Ecoute – J.M.F.). November 26, 1973.
- Letter from Smith to President Kirkwood related to Nedko Etinoff who is completing his 30th year with AUB and an attached copy of a short history of Music at AUB (copy not found). November 30, 1973.
- Letter from Peter Smith to Dean Samir Thabet related to Departmental analysis. December 3, 1973.
- Letters between Diana, Assaad Younes and Smith concerning the "Mohsen Y. Beydoun Hall" which can be utilized for lecture, conferences and film showing. December 1973.
- Letters between Virginia Raad and Smith concerning the possibility of having a piano concert in Beirut (a brochure about Virginia and press clipping article). December 1973.
- Press release concerning announcement of a new course in modern art history: "Painting and Sculpture from 1850 to 1930" taught by Johannes-Martin Giesen (no photo). December 1973.
- Letters between Antony Hutt, Dikran Kouymjian and Smith concerning the possibility of Antony Hutt to give a lecture in the Art Section on the topic "Abjadiyah, and the Development of Early Fatimid Architecture". January 1974.
- Letter from Smith to all faculty members related to yearbook photos. January 1974.
- Two letters from Elin Dyby to Peter Smith concerning the Nicolai Malko International Competition for young conductors (May 12 – 17, 1974) and the other concerning the 16mm films. January 1974.
- Letter from Richard L. Schaplowsky to Professor Smith containing a list of photos needed in the NYO. January 21, 1974.
- Thank you letter from Joan Doblin Vogel to P. Smith for referring a potential student Ms. Marianne Dumont to Pratt Institute. January 23, 1974.
- Letter from David A.M. Latta to P. Smith concerning the "British Artist Prints 1965/68" Exhibition (if the department would be interested in mounting this exhibition). February 11, 1974.
- Confidential letter from Peter Smith to Mr. Allen Hovey including information on the status of Mr. Etinoff's position. February 12, 1974.
- Letter from Professor Smith to Mr. Ali Jihad Racy regarding the application for job in Music education at AUB. February 13, 1974.
- Letter from Peter Smith to Sam Flax Inc. requesting courses for summer school. March 1, 1974.

- Letter from Smith to Mr. Munir Bashir to express gratitude for his generous presentation (lecture- recital). March 8, 1974.
- Letter from Peter Smith requesting two copies of the “Calendar of Classical Composers”. March 12, 1974.
- رسالة من بيتر هريسون سميث الى السيد راوول قزي طلب من وزارة السياحة للسماح له باستعمال الصالة الخاصة للعرض عندهم. ١٨ آذار ١٩٧٤.
- Letters between Mr. Neil K Moran and Professor Smith asking for any vacancy at AUB. March 1974.
- Letter between Kirkwood Smith and Schaplowsky concerning a memorandum for reconstruction at AUB. April 1974.
- Letter from Peter Smith to Amsterdam Airport Shopping Center requesting for 88-page catalogue. April 11, 1974.
- Letter from Nancy C. Assaf to Smith related to bringing IC students to see shows periodically. May 22, 1974.
- Letter from Peter Smith to all faculty members concerning Student show. May 31, 1974.
- Letter from Allen to Smith about his February Paris trip. June 4, 1974.
- Letter from Chairman Peter Harrison Smith to the Office of Registrar concerning the drop of course Art 237 “Painting”. 5 June, 1974.
- Thank you/appreciation letter from Thomas M. Bruggman to Professor Smith. June 10, 1974.
- Letter from Peter Smith to Mrs. Marits Shiatis informing her that she had the approval to take Arch0212. June 13, 1974.
- Memo from Allen Hovey to Professor Smith on the “Pease-Boccagna concert” and a copy of his review in Monday Morning. June 23-24, 1974.
- Letter from Professor Smith to Dean Raymond Ghosn related to teaching the architecture class of 1975 (A041- sculpture). July 17, 1974.
- Letter from Professor John Carswell to Professor Smith related to the meeting of November 27 and the note that was taken. November 30, 1974.
- Letter from Professor Smith to Arthur Brown and Bro., Inc. requesting for the most recent catalogues. No date.

File 20: Letters from Professor David Kurani and to him on various subjects:

- Christmas card from Rita to David. No date.
- Photo of David Kurani with 2 others. No date.
- Notes and Business cards. No date.
- Letter from Edmond Rostard concerning the “Cyrano de Bergerac” film version of the play “Cyrano de Bergerac” (film was intended to be shown to students taking Theater courses at AUB). No date.
- Educational consultations and services. SARL. No date.
- Invitation card to David Kurani from the University Christian Center to a reception for Dr. Landum R. Bolling. November 17.
- Letter from John Isand to David Kurani concerning the acceptance of David as a student on the Performer’s course in speech and Drama. July 8, 1965.
- Letter from David Kurani to Marcel Yoghi concerning writing a report on a book about theater to give him a passing grade. June 6, 1968.

- Personal letters between David Kurani and his cousin Aida. June 1970.
- Thank You letter from Arthur to David. July 1971.
- Christmas card from Aunt Najla and Uncle Donald to David Kurani. 1971.
- Letter on behalf of East African Literature Bureau from J.M. Munro to David Kurani concerning subscription for the African theological Journal. April 1976.
- Thank you letter from David Kurani to the Vahram Papazian Theater for the help in lending them costumes for their last stage production “The Marchioness of Sadem-Sadem”. June 24, 1977.
- Brochure (Retrospective of American Painting in Lebanon), the John F. Kennedy Center. November 10-18, 1977.
- Congratulations Note for David Kurani concerning his production from Cast and Crew. January 23, 1978.
- Letter from Amanda Smith to Mr. David Kurani concerning “The Liar” (regretting of being Publisher for this production.) November 24, 1978.
- Letter from Nina Yaacoub to Mr. Kurani asking about the skit for the musical. April 1979.
- Carte d’abonnement pour l’institut culturel français du Beyrouth. 1980.
- Letter from David Kurani to Dr. Yusuf Ibish concerning a Progress Report (list of twenty film topics submitted by Dr. Yusuf Ibish). March 4, 1980.
- Letter to Mr. Kurani containing the new Drama Club Cabinet. June 1980.
- Letter from J. Diab to David Kurani to fix an appointment with Dean Salem. November 2, 1981.

File 21: Letters from Professor Peter Shebaya to Normen Lofland:

- Invitation card from Mr. and Mrs. Harry Tuck to Mr. Peter Shebaya. January 1970.
- Letter from Peter Shebaya, David Kurani, and Krikor Satamian to Normen L. Lofland about his letter to Robert Crawford concerning an idea of bringing a show from AUB for a festival. February 5, 1970.

File 22: Miscellaneous Letters:

- Five Year Plan for the Art Department of AUB requested by A.J. Meyer. February 29, 1956.
- Letter from George Buehr to the Registrar with notes on enclosure and changing the names of Art courses (Art 250). November 19, 1956.
- Report by Chairman George Buehr on expanding the art department. 1956-1957
- Letter from Arrieh Frick to Mrs. Dorothy Hanania (Headmistress of The British Community School) thanking her on behalf of the Art department for a successful observational period. June 3, 1959.
- Letter from Director Theodore S. Jones (center for Design Studies) to M. Bernard Maincon on recommending schools in the U.S. 16 December, 1959.
- Letter from Theodore S. Jones (Director of Center for Design Studies) to Mr. John B. Mickan regarding the Ford Foundation representative, Mr. Hugh Walked. December 17, 1959.

- Letter from D. R. Howell to Miss A. Moukheiber regarding the Art Appreciation Scheme. October 5, 1963.
- Letter from J. D. M. Cresswell to Miss Aida Moukheiber concerning the Official purchase order of prints. November 25, 1963.
- Letter from Hussein F. Saghir to the Art Department, Fisk Hall, AUB requesting literature and instruction catalogues on the principles of painting and drawing. December 7, 1963.
- Letter from Professor Leon Frankston to Professor Harshbarger concerning the position of a visiting professor at AUB. January 24, 1968.
- Letter from associate registrar Emile Rubeiz to chairman of department of Art on tutorial courses. Nov 5, 1970
- Letter from Allen Hovey to acting chairman, curriculum committee answering why Fine Arts 252 and Fine Arts 254 should not be deleted from the catalogue. March 17, 1971
- Letter from G. Taylor (Coordinator of Communication Skills Program) to the Registrar concerning cancellation of English 134, Section 4. 4 October, 1971.
- Letter from Dean Robert E. Najemy to Mr. Ziad Takiyudin concerning the Advisory and Consultant Service for the Campus. December 15, 1971.
- Letter from Bart Knight to Mr. Allen B. Hovey concerning the Chamber Music concert. December 29, 1971.
- Letter from Assistant Professor G. J. Obermeyer to the Curriculum Committee on the approval of Miss Nada Karam's schedule of courses. 5 April, 1972.
- Letter from N. Etinoff to Mr. Wright concerning the Recital Concert. May 24, 1972.
- Letter from Robert E. Najemy to Mohammad Dajan Dawudi on the decoration of the Student Council Office. October 31, 1972.
- Letter from J.E. Lowe, OTM to Department of Fine Arts regarding U.R.E. December 5, 1972.
- Letter about "The Egyptian's Playwright's Competition" for One-Act plays. Description is provided in English then in Arabic. February, 1973.
- Letter from Business Services about reproducing exam sheets at Printing and Duplicating. April 12, 1973.
- Letter from Père Joseph Khoury to the Director of the Faculty of Fine Arts at AUB regarding an invitation to the concert of Nancy and Alan Mandel. February 14, 1973.
- Letter to Mr. Saleh Al-As'ad concerning the support and donation for Arab refugees. No date.
- Thank you letter from Nedko Etinoff to Mr. Leslie Wright concerning confirmation of a concert of him and Jean Claude Ribera .July 12, 1973
- Letter from John Gill to Associate Dean Munro of Faculty of Arts and Sciences regarding Trustees Wives' "Know Your University" Tour. July 13, 1973.
- Letter from Acting President C.S. Lichtenwalner to President, Vice Presidents, Provost, Deans and Directors of Schools, Chairmen of departments, Chairmen of Admissions Committee, Registrar's Office concerning reserved admission for draftees. 23 August, 1973.
- Letter from Secretary Isabel Wouhaybi to the Office of Registrar on cancelling the Art Theater Course 264. 2 October, 1973.
- Letter from Allen Hovey concerning a note for the file of Music 258. November 1, 1973

- Letter from Erica Dodd to Professors Smith, Kyoumoudjian, Hadidian, Saidah requesting a meeting to discuss the requirements and the possibilities of setting up a room for slide lectures. Nov. 13, 1973
- Letter from Samir K. Thabet to deans of faculties concerning academic planning. Dec 27, 1973.
- Memorandum from Allen Hovey in the Music Section to the Chairman of the Fine and Performing Arts Department concerning students who wish to be music majors in 1973-1974. 1973.
- Letter from Jihad Naufal to Mrs. Eleanor Gebel concerning book order "JANSON – HISTORY OF ART". January 7, 1974
- Letter from N. Etinoff to Mr. Christodoulos Georgiades regarding a concert date and agreement. January 24, 1974.
- Letter from Richard L. Schaplowsky to Arthur H. Whitman on Exclusive Photos of AUB. March 12, 1974.
- Letter from USIS Nicosia to ICS, USIA WASHINGTON, USIS ROME, Athens, Ankara, USIS Tel Aviv, Istanbul, Beirut, Tehran, Belgrade regarding Cyprus 4th Annual "Golden Nightingale" Painting Competition. May 2, 1974.
- Letter from Fikri Karayel to Sharifa Rawi (AUB) concerning Music Teaching at AUB. May 5, 1974.
- Notice from Secretary Edward Mazloum (Graduate Committee) to Chairmen of departments in FAS concerning incomplete grades. 20 May, 1974.
- Letter from Sharifa Rawi to Mr. Fikri Karayel suggesting Conservatory education. May 31. 1974.
- Letter from Barty Lunghi to The Representative British Council in Lebanon in Beirut, The Chairman at A.R.T. in Beirut, AUB Fine and Performing Arts Department at AUB, and Director in Department of English at BUC in Beirut concerning Open Air Theater. October 28, 1974.
- Notice by Assistant Registrar Edward Mazloum to Chairmen of departments in the Faculty of Arts and Sciences regarding admission of special students. 20 November, 1974.
- Note by Assistant Registrar Edward Mazloum on the application for admissions for 1974-1976. 12 December, 1974.
- Notice from Associate Registrar Emile Rubeiz to the Chairmen of departments concerning graduation (lists all included and attended). 30 May, 1975.
- Letter from Acting President Craig S. Lichtenwalner to Faculty and Students regarding registration, classes, applications and admissions for the year 1976-1977. 29 July, 1976.
- Letter from Director Ra'uf Ghusayni (Division of Education and Extension) to all concerned regarding a new division of education and extension including Department of Education, University Orientation Program, Office of Tests and Measurements and Office of Extension and Special Programs. 5 November, 1976.
- Letter to The Ambassador of the Federal Republic of Germany Mr. Rudiger von Pchelbel regarding DAAD, DFG, and contributing in teaching and research. May 30, 1977.
- An Inter-office correspondence from Professor J.M. Giesen (Department of English) to the Registrar regarding the transferring credits of a Miss Ekaterini (copy of official record of transcript missing). 3 April, 1978.
- Letter from Kathy about catching up. December 20, 1978.

- Letter from Martin Giesen (English Department) to the Registrar concerning equivalency of a Mr. Habib's classes. 29 November, 1979.

Mathematics Department:

- Letter from Chairman Mary H. Regier to student advisors concerning Mathematics courses of Interest to students in other department. Jan 4, 1971.

Department of English:

- Letter from Chairman S.B. Bushrui concerning response of the English department to the recommendations on language & literature in the Program Study Report. June 5, 1973.
- Letter from S.B. Bushrui to dean Thabet concerning a request for a meeting to discuss the standard of English at AUB. Nov 29, 1973

Faculty of Engineering and Architecture:

- Letter from Martin Giesen to Architecture Faculty concerning revision of cultural courses. August 15, 1977
- Letter from Friedrich Ragette to all architectural staff concerning the agenda of a meeting Nov 17 to discuss the note on design courses. Nov 11, 1977
- Letter from Chairman Friedrich Ragette to Professor Giesen concerning course content as taught, including the filled out form. 7 June, 1978.
- The meetings minutes of the FEA held on Wednesday 19 April, 1978 by Secretary Mortada Kawakibi. 7 June, 1978.
- Reminder to proctor from Dean Kanaan A. Kano to Professor Giesen on 12th of June 8, 1978.
- Letter from Chairman Friedrich Ragette to all teaching staff in architecture enclosing his statement on student's and teacher's attitudes in design classes. Nov. 15, 1978

File 23: Foundations: (Doris Duke Foundation & Gulbenkian Foundation)

- Letter from A. J. Meyer to Dr. Farid Hanania (Dean) concerning the Doris Duke Foundation and the development of the Art Association Idea, requesting specific steps to be taken. October 22, 1954.
- Letter from A. J. Meyer to Dr. Farid Hanania (Dean) noting that three foundations are interested in supporting the Buehr Art Project and they are: Duke, Concora, and Foundation for World Affairs, mentioning the oil campaign (Aramco Company and Shell). October 30, 1954.
- Letter from A. J. Meyer to Maryette Charlton about latest news and the Art Values. November 8, 1954.
- Letter from A. J. Meyer to Dr. Farid Hanania (Dean) regarding the Doris Duke Foundation. November 20, 1954.
- Letter from Maryette Charlton to A. J. Meyer informing him about the latest news (Walker and he Buehr plans) and the Doris Duke Foundation. November 22, 1954.
- Letter from A. J. Meyer to Mr. Daniel C. Rich concerning the Doris Duke Foundation financing a part of the project's cost, and trying to raise the rest of the needed money. December 2, 1954.

- Letter from Harold B. Hoskins (chairman) to Mr. Walter Paepcke (Container Corporation of America) regarding the Concora Foundation one-year grant to strengthen the Fine Arts program at AUB. Also mentioning that Doris Duke Foundation covered the cost of the project partially and the need to raise the remaining money to complete the cost. December 2, 1954.
- Letter from A. J. Meyer to Mr. George Buehr on the financing of the Art Project. December 23, 1954.
- Letter from Maryette Charlton to Dean Hanania on Gulbenkian New Fund. September 8, 1955.
- Letter from Maryette Charlton to Dr. Azeredo Perdigao about Calouste Gulbenkian's Foundation and the Art Seminar Brochures. September 8, 1955.
- Letter from George Buehr to Miss Theis sharing information on his travel journey and the Duke Foundation. September 14, 1955.
- Letter from Maryette Charlton to Miss Theis concerning the latest news of the Art Department (schedule of University classes, Duke Foundation and George Buehr's stay at AUB. September 15, 1955.
- Letter from Maryette Charlton to Dr. Azeredo Perdigao on Gulbenkian Fund. September 24, 1955.
- Letter from the secretary of Mr. N. S. Gulbenkian to Miss Maryette Charlton concerning the letter sent to the trustees of the Gulbenkian Foundation. October 5, 1955.
- Letter from A. J. Meyer to Dr. Costi K. Zurayk regarding financing the Art Program (Duke Foundation and James Foundation). October 11, 1955.
- Letter from A. J. Meyer to Miss Sophie Van S. Theis concerning the funds for the Art Association Program. October 11, 1955.
- Letter from C. K. Zurayk to the Deans on the Approaches to Foundation. October 18, 1955.
- Letter from A. J. Meyer to Miss Maryette Charlton regarding the Doris Duke and Gulbenkian Foundations, in addition to some requests to be fulfilled. October 21, 1955.
- Letter from A. J. Meyer to Miss Sophie Van S. Theis concerning the Art Seminar Brochures. October 21, 1955.
- Letter from Maryette Charlton to Miss Sophie Van S. Theis on the Art Seminar Brochures. October 27, 1955.
- Letter from Maryette Charlton to Mr. William Exerdjian concerning the Art Seminar. October 27, 1955.
- Letter from Maryette Charlton to A. J. Meyer regarding the Brochures and the Middle East Forum (Al-Kulliyah). October 30, 1955.
- Letter from Maryette Charlton to Mr. Exerdjian on the Art Seminar. October 27, 1955.
- Letter from Robert O. Dodds to Miss Theis on the Art Seminar and the Doris Duke Foundation. November 7, 1955.
- Letter from N. M. Ekserjan to Miss Maryette Charlton regarding the Gulbenkian Funds. November 17, 1955.
- Letter from Maryette Charlton to Miss Theis concerning the spring 1956 Art Seminar. January 11, 1956.
- Letter from Miss Theis to Miss Charlton regarding the Art School. February 29, 1956.
- Letter from Walker C. Everett to Miss Theis concerning the Art Department Program and the Duke Foundation. March 26, 1956.

- Letter from George Buehr to Dean Hanania concerning the Foundation Grant. January 14, 1957.
- Letter from George Buehr to Miss Theis regarding the Doris Duke Foundation. January 16, 1957.
- Letter from Miss Theis to Mr. George Buehr regarding the Board Meeting. February 8, 1957.
- Letter from George Buehr to Mr. Howard Reed on the Doris Duke Foundation. February 13, 1957.
- Letter from George Buehr to Miss Theis regarding the Seminar, brochures, and the funds. February 25, 1957.
- Letter from (Mrs.) May E. McFarland to Mr. George Buehr concerning the budget and the Board meeting. March 15, 1957.
- Letter from George Buehr to Dean Hanania concerning the financial problems at the department. March 29, 1957.
- Letter from George Buehr to Miss Theis regarding the financial problems and Grants. April 2, 1957.
- Letter from George Buehr to Miss Theis on the budget demands. April 9, 1957.
- Letter from (Mrs.) May E. McFarland to Mr. George Buehr concerning the budget and the Board meeting. April 12, 1957.
- Letter from George Buehr to (Mrs.) May E. McFarland on Miss Theis' death, Foundation requests, and the Board. April 18, 1957.
- Letter from George Buehr to Peggy regarding the Duke Foundation. April 24, 1957.
- Letter from (Mrs.) May E. McFarland to Mr. George Buehr informing him that the Foundation Grant was not renewed. May 1, 1957.
- Letter from George Buehr to (Mrs.) May E. McFarland regarding the disposition of scrapbooks. June 7, 1957.
- Letter from George Buehr to Miss Duke on Miss Theis' Death. June 8, 1957.
- Letter from George Buehr to the Board of Trustees of the Duke Foundation regarding Miss Theis' death. June 8, 1957.
- Letter to A.J Meyer regarding the Art Seminar. Thursday, October 20.

File 24: Craft Industries Program:

- Letter from Arthur C. Frick to Mr. Victor Hitti concerning recommendations for a Craft Industries Program. February 2, 1959.
- Letter from Fay Arrieh Frick to Mr. Mickan on the Loan of the Teague Reports/Lebanese Committee for International Folk Fair. June 1, 1959.
- Report from Fay Arrieh Frick to Mr. Munir Atyah on the Teague report. June, 1959.
- Letter from Fay Frick to Vice President B.H. Brown on Government Craft Program and the University. June 2, 1959.
- Letter from Theodore S. Jones to Dr. J. Paul Leonard providing design technical advice and training to Lebanon. July 16, 1959.
- Letter from J. Paul Leonard to Mr. Theodore S. Jones concerning the development of the Art program/new projects/board. August 13, 1959.

Series II: Minutes and Reports

Box 4: Meetings and Minutes of Meetings

Meetings

File 1: Faculty Meetings: Agenda, goals and actions, announcements 1959; 1964; 1971-75

File 2: Departmental Meetings: Agenda, goals and actions, announcements 1955; 1970-71

File 3: Initial Meeting of working committee. Dec 2, 1954

File 4: Projects Review Committee 19th Meeting. Aug 1970

File 5: Drama Specialist tour: Notes of a meeting on Dec 6, 1973

Minutes

File 6: Minutes of Department of Fine and Performing Arts: Oct 1965; Jun; Oct-Dec 1972; Jan-Jun; Oct-Dec 1973; Jan-Feb 1974

File 7: Minutes of FAS Curriculum Committee Meetings: Nov 1965; Apr 1966; Oct-Nov 1974; Jan-May; Aug 1975; Jan 1976

File 8: Minutes of FAS Library Committee Meetings Feb 1971

File 9: Minutes of AUB Chapter Meetings March 1971

File 10: Minutes of Faculty of Arts and Sciences Meetings: Dec 1972; Jan; Nov 1973; Jan; Jun; Oct-Dec 1974; Jan-Apr; Jun 1975; Jan-Feb; Apr, Jun, Aug 1976; Jun; Oct; Nov 1977; Feb 1984

File 11: Minutes of FAS Research Committee Meetings: Nov 1972; Oct 1974; Feb; May 1975

File 12: Minutes of FAS Admissions Committee Meetings: July-Aug; Oct-Nov 1973; Jan-Feb; Jun-Sep; Nov 1974; Jan; May 1975; Feb-Mar 1976

File 13: Minutes of FAS Administrative Committee Meetings: July; Sep-Dec 1973; Jan-Mar; Jul-Dec 1974; Jan-May; Jul-Aug; Oct 1975; Feb 1976; Jul-Oct 1994

Box 5: Minutes of Meetings

File 1: Minutes of Meeting of Arts and Performance Committee. Oct 1965

File 2: Mr. Etinoff's Minutes of Jan 31 Meeting on the subject Facility. Feb 5, 1959

File 3: Minutes of the University Senate Meetings: July; Oct-Dec 1974; Jan-Mar; May 1975

File 4: Minutes of FAS Graduate Committee Meetings: Jul-Dec 1974; Jan-Aug; Oct 1975; Jan-Feb 1976

File 5: Minutes of FAS Scholarships Committee Meetings July 1975

File 6: Minutes of Department of Architecture Aug; Oct 1977

File 7: Minutes of the Ad-Hoc Concert Committee. Nov 1972

File 8: Minutes of AUB Music Section. Jan 1973- Jan 1974

Box 6: Annual Report 1952-1953 [scrapbook]

Box 7: Annual Report 1954- 1956; scrapbook 1955

Box 8: Reports: Annual, interim and others

File 1: Art Department Annual Report: 1953-54 - 1972-73; and Annual Report Requests: 1974-75; 1975-76

File 2: Annual Report on the AID/AUB participants training contract operation, July 1971- June 1972; July 1972- Sep 1973

File 3: Dean's Annual Report to the Rockefeller Foundation Aug 1966

File 4: Interim Report: Feb-June 1972; Feb-June 1973

File 5: Program Study Committee Report: 1972; 1973

File 6: Program Study Report: June 1972, Nov 1972, and Feb 1973

Box 9: By-Laws and Research Grants

File 1: By-laws of the faculty of Art & Sciences: May 1960; Sep 1970; July 1972; Sep 1973, June 1977; Correction to By-Laws Dec 1982

File 2: By-Laws of Department of Fine & Performing Arts, June 1972; Oct-Nov 1973

File 3: Non FAAH By-Laws:

- By-Laws governing elections of the 1970-1971 (Student Council of AUB)
- Constitutions & By-Laws of the S.L.M.C.
- Senate By-Laws (page 3 Appendix) Jan 1973

File 4: Research Grant:

- Regulations and applications for research grant
- Approval for research grants
- Funds
- Research Reports:
 - Annual Research Report: 1960-61; 1969; 1971; 1972-73; 1974
 - Monthly Research Grant Report: June 30, 1966; June 30, 1968; Sept. 30, 1970; Feb 28, 1971
 - University Research Report 1971-1972
 - Cinematography Research Project Feb 4, 1968
 - o Student Employment for research July 10, 1968
 - o Extension time for research grant July 17, 1968
 - Research, Consulting and training grant and contracts (RCTGC) 1975
 - Research contracts or grant

Series III: Faculty, Staff and Curriculum

Box 10: Employment documents I

File 1: Recruiting

File 2: Vacancies

- Filling new positions
- Interviewing candidates
- Vacancy: (Lecturer in art. 1964; Teaching position. 1968; Job positions and Requirements)

File 3: Applicants: applicants + recommendations letters...

File 4: Curriculum Vitae: (CV; CV for academic appointment (letters + personal Photos)

File 5: Contracts & Terminations

- Renewal of contract
- Termination of contract (Criteria of renewal and terminations of contracts)

Box 11: Employment documents II, annual leaves, and teaching schedules etc.

File 1: Recommendations letters

File 2: Appointment

- Appointment 1961-1976
- Procedure for recommending promotions
- Request for promotion
- Termination & renewal of academic appointment

File 3-4: Resignations

File 5: Faculty Members

- Faculty of Engineering and Architecture list: Faculty Roster 1968-69
- Trustees list. 1968
- FAS List: Oct 1978-79; 1982
- Chairmen of departments List: 1970-74; 1977
- Faculty List: 1970-74
- New Faculty members & academic staff: 1972-73 – 1974-75; 1982-83
- FAS Chairmen of departments and directors of schools, programs, and centers: 1970-80; 1982-83
- Reminder of regulations. 1971
- Telephone directory: 1970-71; 1971-72

File 6: Outside employment

File 7: Teaching load forms

File 8: Schedule

- Teacher schedule

File 9: Office hours for student consultation

File 10: Curriculum Committee: actions and request

File 11: Salaries & Wages

- Payment
- Salary increase
- Wages

File 12: Leave

- Leave request and approval
- Sabbatical leave
- Study leave

File 13: Evaluation of Teaching Effectiveness. 1970; 1972

File 14: Mailing List

File 15: Standing Committee and Senate Committee and Boards.

Box 12: Curriculum related documents

File 1: Notices

File 2: Announcements

File 3: Departmental Absence Report 1968

File 4: Proposal

- ART Major:
 - o Reasons
 - o Requirements
 - o Proposed Curriculum
- Proposal for the MFA degree and Requirements
- Proposed Constitution for the AUB Music Club
- Proposed Introduction of courses in Islamic Art
- Suggestion of Near East Art Studies Program
- BA in Music (press clippings)
- Precis of Theater Proposal
- Proposal for “Arab States Services Program”
- Teaching Filed Major – Theater Arts 1965:
 - o Proposal
 - o Requirements
 - o Laboratory Hours
- New Course proposal: Painting III, Watercolor and Illustration
- Proposed Art Minor. May 2004
- Group Major: proposal for group major. 1954-55
- Major in Art Education. 1958-59
- Interdepartmental Major:
 - o Joint major in fine arts and religion
 - o Proposal for an interdepartmental art history...
- New Theater curriculum. 1969:
 - o Curriculum committee:
 - Approved the new course description for theater Courses
 - Did not approve the teaching field major
 - The committee would like the dpt. to submit proposal:
 - a. full major drawing on theater courses
 - b. a group major

File 5-6: Non-Academic

File 7: Programs

- Sophomore Programs 1956-57
- Environmental Design Programs
- Fine & Performing Arts Programs

- برنامج قسم التمثيل – معهد الفنون الجميلة – الجامعة اللبنانية
- قسم السينما و التلفزيون و الاذاعة
- Program Report 1969
- Summary of programs

File 8-9: Syllabus, Guides, catalogs...

- AUB Compensation Survey – AAUP Newsletter (Jan 20, 1966)
- Evening Courses Special Programs: 1970-71 - 1974-75
- Syllabus of English Entrance Examination with practice questions 1973
- Guide to Registration 1970-71; 1974-75
- Student's Guide – Dpt. of Education. Sept.1972

Box 13: Curriculum related documents II

File 1-2: Course Enrollments

File 3: Course List

File 4: Course outline

File 5: Projection of courses and sections

File 6: Corrections

File 7: Tutorial Courses

File 8: Course description

Box 14: Curriculum related documents III

File 1: Ceramics

File 2: Civilization through the Arts. (C.S. 215) Fall semester 1992-1993

File 3: Cultural Studies 202. CS 202. 1975; 1979

File 4: PSPA 379. Selected bibliography

File 5: Islamic Art

File 6: FAAH 201 course; supplies list

File 7: CS 201 – Aristotle

File 8: CS 203: Cultural Studies 1969-71; Civilization Sequence 1984

File 9: CS 201 - Lecture schedule course / reading handouts 1984

File 10: Reading, lecture and film

File 11: The craftsman's Art: Armenians and the growth of photography in the Near East. (First draft)

File 12: Appendices

File 13: The Maier Art judgment test (form + 1 photo)

Box 15: Class Schedule

File 1-5: Class schedule 1952-53-1979

Series IV: Students

Box 16: Students

- File 1: Regulations
- File 2: Student Enrollments
- File 3: Registration
- File 4: Minimum enrollment
- File 5: Certification of enrollment
- File 6-8: Students Lists
- File 9: Class record book (Fay Frick – art dpt. Fall 1960, Spring 1957)
- File 10: Special students
- File 11: Letters concerning application for studying art at AUB
- File 12: Students leave form
- File 13: Student Employment
- File 14: Summer session: policy, registration, teaching loads, cancelled Courses)
- File 15: drop courses
- File 16: Exemptions
- File 17: withdraw from courses
- File 18: Auditors
- File 19: Petitions
- File 20: Recommendation letters
- File 21: University orientation program results

Box 17: Students - Exams

- File 1: Required rooms for examinations
- File 2: Omission for final examinations
- File 3: GRE Test (graduate record examination)
- File 4: Comprehensive examination
- File 5: Classes not requiring a final examination
- File 6: Final examination schedule. 1968-69 – 1974-75
- File 7-14: Final Examinations: Exam sheets and answers sheets

Box 18 - Box 20: Students – Exams

- File 15 - 36: Final Examinations: Exam sheets and answers sheets

Box 21: Students – Grades

- File 1: Grades with distinction
- File 2-3: Incomplete Grades
- File 4: Student grades – withdraw
- File 5: Change of grade
- File 6: Notice regarding grading system

Box 22: Students – Grades

- File 1 -8: students' lists + grades

Box 23 - 24: Students – Grades

- File 1- 74: Schedule + grades reports

Box 25: Students – Scholarships & Exchange Programs

Scholarships:

File 1: Fine and Performing Arts scholarships. 1969-71

- Note (?) From Chairman Joseph C. Tanous to Miss M. Robinson concerning scholarships. April 29, 1969.
- Letter from Professor Olsen to Mr. Whitman about the Fine and performing arts scholarships. November 18, 1970 (3 copies)
- Letter from Gordon L. Olsen to Dean E. T. Prothro informing him that they established a Fine and performing art scholarship. April 27, 1971.
- Check forms.
- The fine and performing arts fund. May 19, 1971.
- Letters concerning Fine and performing arts fund:
 - From Peter Harrison Smith to Mr. Donald Meyer. March 16, 1973
 - From acting comptroller Ernest Conklin to Professor Smith. March 23, 1973

File 2: American Friends of the Middle East Scholarship. 1964

- Letter from Dean Farid S. Hanania to chairmen of departments concerning the American Friends of the Middle East Scholarships. March 16, 1964.
- Letter from Professor John Carswell to Arts and Sciences Scholarship committee nominating Mr. Setrak Kazandjian for the American Friends of the Middle East Scholarship. March 19, 1964.

File 3: Domtex design scholarship: letter from Chairman Peter Harrison Smith to Mr. Whitman that the department of fine and performing Arts would like to propose the establishment of the Domtex Design Scholarship under the behest of Mr. Asseily of Domtex. December 5, 1972

File 4: UNESCO scholarships (UNESCO for study in Romania). 1974-75

كتاب تعميمي لجانب الجامعة الاميركية يتضمن نسخة من المستندات المتعلقة بالمنح المتقدمة من الحكومة الرومانية للعام الجامعي ١٩٧٥-١٩٧٤

File 5: British Council scholarship and bursaries. 1963-64

File 6: President's scholarship. Jul 1970 list of students with the amount – for the president's scholarship summer 1970

File 7: AID and Bursary student (bursary student office, supplies)

- Letter from acting dean S. Thabet to chairmen of departments and programs concerning the communications with sponsors regarding AID and Bursary students. October 13, 1969
- Letter from John Carswell to Miss Mary Shwayri to supply the two AID students, Habib Hassan and Ahmad Durranaï, with materials they need for their course in architectural drawing. March 5, 1971
- Letter from Professor Peter Smith to Dr. Louis Cajoleas regarding the Supplies for bursary students.
- Letter from Louis Cajoleas to deans, chairmen, and heads of departments and programs concerning information to faculty member who are responsible for AID and bursary students. January 2, 1974

File 8: AID students. 1970-71 – 1974-75 (lists)

- AID sponsored students at AUB second semester 1970-1971
- AID sponsored students at AUB first semester 1971-1972
- AID sponsored students at AUB second semester 1971-1972
- AID sponsored students at AUB first semester 1972-1973
- AID sponsored students at AUB second semester 1972-1973
- AID sponsored students at AUB first semester 1973-1974
- AID sponsored students at AUB first semester 1974-1975
- AID sponsored students at AUB second semester 1974-1975

File 9: Bursary students. 1970-71 – 1974-75 (lists)

File 10: Special Fellowship in American for African scholars. May 26, 1961

File 11: Full cost scholarship program at AUB. 1974-75

File 12: Letter from Michalakis Papademetriou that he applied through dean Najemy and with the advice of Professor Smith for a scholarship. 1973 with a reply from Chairman Peter Smith regarding the Scholarship and admissions for the academic year 1974-75, October 23, 1973.

File 13: Arab students' emergency fund. 1969-70 (lists)

File 14: Palestinian loan fund. 1970 (lists)

File 15: Students' financial delinquency

- Letter from Dean Farid S. Hanania to A&S faculty members concerning a list of names have failed to meet the financial obligations to the University. January 7, 1963
- Letter from Dean E.T. Prothro to to A&S faculty members concerning a list of names have failed to meet the financial obligations to the University. May 10, 1971

File 16: Fulbright-hays grants 1975-76

- Letter from Dean Elie Salem to chairmen of departments enclosing a letter from the cultural attaché “ Corinne Heditsian”, embassy of the United States of America, concerning Fulbright-Hays grants for the academic year 1975-76 (July 3, 1974). July 12, 1974
- Letter from the cultural attaché “Corinne Heditsian”, embassy of the United States of America, to Professor Frick concerning Fulbright-Hays grants for the academic year 1975-76. July 3, 1974
- Letter from Associate Dean Laundry T. Slade to chairmen of departments enclosing a letter from the cultural attaché “ Corinne Heditsian”, embassy of the United States of America, concerning information on Fulbright-Hays Foreign student and Foreign scholar grants for study and research in the United States for the 1976-1977 academic year (July 17, 1975). August 7, 1975

File 17: Exchange programs

- Cultural exchange between the Near East and the United States, proposed by ANTA. 1955
- Exchange dramatic and musical program with American University of Cairo. Proposed by President Thomas Bartlett. 1966
- Student exchange (Stanford/AUB) 1969

Box 26: Students – Projects

File 1: Handouts (material, supplies list, exercises)

File 2: projects – Theater277 (Dr. Satamian)

File 3: Drawing – for Ali Reslan

File 4: Drawing – Bruno Touma [CVSP 220 2003-2004]

File 5: Research Paper by Diana Azar – English 219. 1995

File 6: Drawing – Rima Barakat. 2005

File 7: Drawing – Charbel Zakhour FAAH 201

File 8: Art Workshop (Art 221, 222) -Press clippings, focus magazine course description

File 9: Rony Antoun - Final Project Stage Design. Fall 2002-2003 (drawings)

File 10: George Irani – Wooden Sculpture Project – Art 234 (+ 2 photos)

File 11: San Francisco Institute – Drawing Exercises July 23, 1996

File 12: Students Papers – Theater 265. 1972

File 13: Assignments – English 201 and CS 202

File 14: Students Papers (up in the gallery; before the law)

File 15: Students Papers

Box 27: Students – Projects (large box)

File 1: Handouts, exercises

File 2: Drawings – David Deryeghiayan [CS 220] 2001

File 3: Drawings – Sylvia al Jaroudi [CS 220] 2001 – Final Project

File 4: Drawings – Dima Sh. [classwork 2003]

File 5: Drawings – Reine Yazbek [CS 200] 2003-2004

File 6: Drawings – Jack Mikaelian [CS 220] 2003-2004

File 7: Drawings – Joud Sharabati [CS 220] 2003-2004

File 8: Drawings – Sarah Makarim [CS 220] 2003-2004

File 9: Drawings – Mark Khoury [CS 220] 2003-2004

File 10: Drawings – Abir Nasser [CS 220] 2004

File 11: Basic Drawings [CS 220] 2005

File 12: Drawings [FAAH 201] 2005-2006

File 13: Drawings – classwork – Mohammad Moubarak [FAAH 201] 2006

File 14: Drawings – Lea Mortada [FAAH 201] 2006

Box 28: Students - Miscellaneous:

File 1: Brief CV – Graduate Student

File 2: Thesis: regulations and requirements

File 3: Graduate List

File 4: Graduation requirements

File 5: Student activities

File 6: Student Clash on campus. 1975

File 7: Housing

File 8: Buildings and Grounds: redecorate West Hall ladies room (Art Dpt.1953)

File 9: Women Physical Education- AUB & BCW: program 1970

File 10: Prizes and Awards:

- Recommendation for the Penrose and Philip Hitti prize
- Penrose Award
- Philip Hitti Prize
- Fine art society prizes
- Awards of “Studio 70” art exhibition

File 11 - 15: Notices

Series V: Activities, Seminars, Exhibitions and Events

Box 29: Activities

File 1: AUB Art Association: (program, membership, statements)

File 2: AUB Art Club: (name, aim, membership, organization, meetings)

File 3-4: AUB Drama Club:

- Berytus Theater Ensemble (associated with AUB)
- Group Lists
- Supplement to USIS Film catalogue
- Press clipping about Drama Club

File 5: Proposed Drama Program for AUB

File 6: Agreement for May Production 1970

File 7-8: Scripts

Box 30: Seminars

File 1: Art Seminars 1955:

- Brochures
- Record of fall 1955 art seminars
- Resume of Fall & Spring 1955-56
- Press clippings

File 2: Art Seminars 1956-57:

- Art Seminar ticket
- Brochures
- Record of spring 1956 art seminar
- Press clippings

File 3: Art seminars 1958 + press clippings

File 4: Letters according to the art seminars

File 5: Art seminars: organization, schedule, list of sponsors...

File 6: Art seminars in Newspapers

File 7: Art seminars schedule

File 8: Letters to sponsors

File 9: Seminars:

- Harvard International Seminar 1960
- Seminar for directors of foundation 1977
- Seminar for college faculty members in Chinese art history 1964

File 10: Press Clippings

File 11: Art department 10 year plan

Box 31: Scrapbook [photos; documents + clippings]

Box 32: Exhibitions: Art exhibitions at AUB I

File 1: Jafet Library: Schedule' exhibition

File 2: Exhibition of Pottery, Ceramics and sculpture by AUB Art Students: Jafet Library
(Faculty Bulletin)

File 3: Aref Rayess: - exhibition of his paintings: west hall Mar-Apr 1954 (Brochure + 1 photo);
- exhibition of paintings and Gravure by Aref Rayess May-June (invitation card, price list)

File 4: JOHN CARSWELL: exhibition of drawings and paintings Dec-Jan (Invitation cards,
poster)

File 5: Exhibition of silhouettes by Letizia Marini: Jafet library 1954 (Invitation cards, photo
negative, press clippings (article About Marini, press clipping about exhibition))

File 6: Alexander Calder: Art workshop. Fisk Hall Feb 1954 (press clippings, photos)

File 7: GEORGE BUEHR watercolors: Jafet library May 1954 (Catalogues + price list, 1 photo
+ 1 negative, press clipping)

File 8: HUGO WEBER: Hugo Weber drawings paintings exhibition Jafet library Jan 1954
(catalog of exhibition, press clippings, 4 photos, reality of change by Hugo Weber, Hugo
Weber and the reality of change by Victor Hakim)

File 9: Boris Novikoff:

- Exposition de ses oeuvres: Jafet Library Dec 1953 (invitation card, catalog);
- Exhibition of paintings by Boris Novikoff; west Hall Mar, 1962 (invitation card)

File 10: DADERIAN exhibit: Jafet Library May 1953 (press clipping)

File 11: MARGO HOFF: paintings, drawings, lithographs woodcuts: Jafet Library Feb 1953 +
lecture about the artist by Maryette Charlton West Hall Feb 1953 (invitation cards, press
clipping)

File 12: News photographs by Harry: Lorient photographer. Jafet Library (Invitation cards (2))

File 13: Thirty painting by thirty artists: exhibition at Jafet library

File 14: ARAN: an exhibition of recent paintings by William Ball, and Photographs by William
Ball and John Carswell, and quotations from a book by J.M. Synge about Aran + a film
"MAN of ARAN". (Brochure) (West hall 1957, Press Clipping)

جزر أران: عرض القسم الفني في الجامعة الاميركية شيريطاً سينمائياً لسكان جزر أران

File 15: The Metal Workers of Beirut, Fine Arts Department: Jafet Library Gallery March 20
(Invitation cards)

File 16: Historical exhibition Iran through the ages / Apraham Gourgenian: Jafet Library
(Invitation card)

File 17: Sculpture exhibitions: (catalog, photos + negatives)

File 18: Ritchie Thomas: Jafet library (invitation card)

File 19: English artist potters: exhibition at Jafet library (invitation cards)

File 20: Roland Sidawy: exposition d'un ensemble d'oeuvres photographiques. Jafet Library.
Feb-Mar 1956 (invitations cards (7))

File 21: Akl Basbous Kanaan Khalife exhibition. Jafet library. June 1956 (Invitation cards (4),
press clipping)

- File 22: Exhibition about Franklin publication in Cairo: press clipping (the popular exhibit in Jafet library) 1954
- File 23: Ardavazt Berberian: exposition de ses peintures. West Hall. May 1956 (invitation cards) (2)
- File 24: The Skyscraper: Bechtel Engineering Building Feb 1957 (press clippings)
- File 25: one hundred American prints: exhibition of original graphic art from the Pennell collection of the United States library of congress: Jafet library May-June 1957 (invitation card + catalog)
- File 26: Exhibit of photos of Asian students: West hall June 1957 (close up photographs of the lives of students and teachers... photographs were taken by Donald Gum and his wife) (press clipping)
- File 27: JOHN ADAMS:
- Recent paintings: Jafet library Oct-Nov 1957 (invitation Cards);
 - John Adams paintings and watercolors: Jafet library Nov-Dec 1967 (invitation cards, press clippings, Thank you letter)
- File 28: Oil paintings and watercolors by Anthony Daniells: Jafet Library Jan-Feb 1958 (invitation cards, price list)

Box 33: Exhibitions: Art Exhibitions at AUB II

- File 29: Exhibition of paintings and sculpture by Muazzez Rawdah: Apr-May 1963 (invitation cards)
- File 30: Exhibition of drawings and paintings by Amine El Bacha: Jafet Library May 1959 (invitation cards, price list)
- File 31: Recent Oil Paintings: exhibition by Miss A. Kassardjian. West Hall, Jan 1959 (invitation card/catalogue)
- File 32: MARY-AN PEET:
- Exhibition of drawings and paintings; Jafet library Feb-Mar 1959 (invitation cards);
 - Exhibition of paintings 1960-64: Jafet Library Apr-May 1964 (Invitation cards);
 - Paintings by Mary-An Peet May 1968 (invitation card); (brief biography, price list)
- File 33: Elements of design: 1958 (invitation cards, 1 photo, and press clipping)
- File 34: Paintings and graphics by Nancy Keehn: Jafet library Apr-May 1958 (Invitation cards, press clipping)
- File 35: Contemporary Poster Designs: Jafet Library Feb-Mar 1958 (Invitation cards)
- File 36: Exhibition of drawings and paintings from Lebanese life by Jean Reddaway: Jafet library April 1963 (posters, letters according to posters)
- File 37: Exhibition of paintings by Madiha Umar: Jafet library Jan 1963 (brochures, press clipping)
- File 38: Exhibition of children paintings from Britain: West Hall May 1961 (invitation cards)
- File 39: HENRY MOORE: exhibition of his work Feb-Mar 1961 (invitation cards, Henry's Moore place in British Art by Philipp Hendy)

- File 40: KENNETH ARMITAGE: exhibition of her work west Hall Jan 1961 (invitation cards; the sculpture of Kenneth Armitage by Alan Bowness)
- File 41: Contemporary Yugoslavian Sculpture: photographic exhibition Jafet Library May 1960 (invitation cards, letters)
- File 42: Photographic exhibition “Indian temple sculpture”: Jafet library May 1959 (invitation cards, letters according to Exhibition)
- File 43: Ceramique et poterie islamiques: Jafet library Nov 1963 (press Clipping)

Box 34: Exhibitions: Art Exhibitions at AUB III

- File 44: Mary Kelly Trabulsi exhibition of painted reliefs: Jafet Library June-July 21-5, 1968 (invitation cards)
- File 45: A showing of contemporary calligraphy by the late Sheikh Nasib Makarem, Fine and Performing Arts department: Jafet Library Gallery October 9-27, 1972 (invitation cards)
- File 46: University Students’ Art Exhibition, Fine Arts Student Society of AUB in Collaboration with the Political Science Society of the U.S.J.: West Hall Feb 20-25, 1968 (invitation cards)
- File 47: Exhibition of works of five Iraqi artists: Jafet library Feb-Mar 1968 (Invitation cards, press clippings)
- File 48: Needle point tapestries and samplers exhibition: by Katrin and Leila Atiyah 1974 Jafet library (invitation, poster)
- File 49: Students exhibits [press clippings about art exhibits]
- File 50: Exhibition for three weeks by Helen el Khal, Joseph Tannous, John Carswell: Jafet library Apr 1968 (poster)
- File 51: The museum of the 3000 year exhibition: May 1968 (press clippings)
- File 52: Students exhibition: Jafet library Mar 1957 (invitation card)
- File 53: Exhibition of paintings of Samia Osseiran: Jafet library Dec 1967 (Brochures, press clippings)
- File 54: Photographs of Eadweard Muybridge (animal locomotion): Exhibition at Jafet library Nov. 1967 (press clippings, texts related to Eadweard and his work)
- File 55: MOUSSA TIBA’ exhibition: west hall Jan 1967 (invitation card, Press Clipping)
- File 56: Exhibition of English artist potters of the 20th century: Jafet Library Mar 1964 (press clipping) [Exposition des oeuvres des Grands noms de la Poterie au 20eme siècle: Mar 1964]
- File 57: Plastic Art an exhibition of remarkable discoveries from Lebanon: Jafet Library Nov-Dec, 1972 (invitation card)
- File 58: Children cut-outs from Syria, an exhibition of children paper Cut-out toys: Jafet Library Apr-May 20-3, 1970 (invitation Cards)
- File 59: Exhibition of Fish Fossils, Departments of Environmental Health, Fine and Performing Arts and Geology; collected by Mr. Mansour Ghaleb and identified by Prof. Stewart Edgell: Jafet Library Gallery April 1-10, 1970 (Invitation card)

- File 60: Pottery in Lebanon an exhibition of ceramics, Fine Arts Department: Jafet Library Feb-Mar 17-8, 1969 (invitation card)
- File 61: Exhibition of local pottery and ceramics: Feb 1969 (press Clipping)
- File 62: Exposition de sculpture metallique: press clipping Mar 1968
- File 63: Fer blanchiers de Beyrouth: press clipping (exposition organisée par Fine art Department Mar 1968)
- File 64: H. TOROSSIAN Exhibition of Paintings and Portraits, Fine Arts Department: Jafet Library Jan-Feb 1968 (brochures, press clippings, 4 Photos of his work)

Box 35: Exhibitions: Art Exhibitions at AUB IV

- File 65: 527 examples of simple surrealism October 29. Jafet Gallery Library [Invitation Cards]
- File 66: Paintings. Drawings. Prints. Jewelry. Fay Frick and Arthur Frick. Jafet Memorial Gallery AUB. March-April 1957 [Invitation Card?]
- File 67: Modern German Type-Faces. Jafet Library Gallery. Nov 16-Dec 4, 1959 [invitation card]
- File 68: Yesterday and Today Old photographs of AUB Campus and Activities compared with sites as they are now. Display by John Carswell; new photographs by Sayak. Jafet Memorial Library October 1- November 1, 1956 [Invitation Card]
- File 69: Charlton retrospective. Jafet Library. May 12- June 2 [Invitation Card]
- File 70: Painting reliefs wood and metal sculpture by students of the School of architecture. March 25, 1969. [Invitation card]
- File 71: China and Islam in the Maldives Islands. Jafet Memorial Library. Jan 14- Feb 7, 1974. [Invitation Card]
- File 72: Opening: the metal workers of Beirut. Jafet Library Gallery. March 20 [Invitation Card]
- File 73: An Exhibition of PORTRAIT PHOTOGRAPHY by Sonia Aprahamian. Jafet Library Gallery. March 21st-April 1st, 1960. [Invitation Card]
- File 74: Book production exhibit. Jafet Library. April 8, 1957 [Invitation Card]
- File 75: Contemporary American Ceramics exhibit: exhibition at the Jafet Library Dec, 1963 [invitation cards, Catalog]
- File 76: Islamic and Near Eastern Pottery: exhibition in the Jafet Library Nov 1963 + a lecture on later Islamic and Near Eastern Pottery: by Carswell [Congratulations Cards from Norman Burns, Invitation cards]
- File 77: TYED: Jafet library Mar-Apr 19-13, 1973 [invitation cards]
- File 78: Exhibit of works by Roland Richardson, Ritchie Thomas: Joint Exhibit at Jafet library Nov-Dec 1968 [brochures, press Clipping]
- File 79: Letters concerning exhibitions (1954-1977)
- File 80: Catalogue + price list

Box 36: Exhibitions: Art Exhibitions outside AUB I

File 1: Young artists of the near east exhibition: Committee of the Exhibition:

- Minutes of meeting (booking for exhibition, budget, Promotion of exhibition)
- Catalog, press clippings

File 2: Helen Khal. Galerie Manoug, avenue Perthuis, Beirut. May 1968. [Brochure]

File 3: Gallery One: Exhibition of paintings by ELIAS AWAD: (Invitation card) FATEH MOUDARRESS (invitation card, press clipping)

File 4: Arab and Persian art influence in American design: (catalog)

File 5: NUBAR SABBAGHIAN: presents his paintings (invitation card)

File 6: Exposition "les plus beaux livres pour enfants en langue Allemande": (invitation card)

File 7: Vernissage des oeuvres de Helen Khal, Joseph Tannous, Jay Zerbe, John Carswell, Arthur Frick, Aza Hadidian, Ritchie Thomas, John Hadidian, Roland Richardson: l'Orient April 5 (Invitation)

File 8: Exhibition by MARLIESE SCHELLER (invitation card)

File 9: Fourth Annual art exhibit: (invitation card)

File 10: Exhibition of drawings and paintings by ARTHUR FRICK: (invitation card) Bradley Galleries

File 11: AMAL MATOUK: invitation card

File 12: La peinture de DADERIAN (invitation cards)

File 13: Les peintres de l'école de Paris dans les collections Libanaises: May 1960 (catalogues des oeuvres exposées)

File 14: Galerie Alecco Saab presente:

- Jean-Pierre Blanche Peinture May 1960 (invitation cards)
- Paul Guiragossian peintures Dec 1960 (invitation card)
- Jean Khalifé peintures Jan-Feb 1961 (invitation cards)
- Khalil zgeib peintures May 1961 (invitation card)
- Exposition des oeuvres recentes de Hrair May 1962 (Invitation card)
- Exposition des oeuvres recentes d'ALFRED BASBOUS Dec 1962 (invitation card)
- Exposition des oeuvres de Vassil Ivanoff Jan 1963 (Invitation card)
- Exposition des oeuvres recentes de THEA Porter Feb 1963 (Invitation card)
- Exposition de MICHEL BASBOUS Feb 1963 (invitation card)
- Exposition du peintre italien RUGGIERO SERRATO April 1963 (invitation card)

File 15: Exposition de peinture: CASSIA. Mar 1961 (invitation card)

File 16: ASSETTO Tempere. Oct 1962 (invitation card)

File 17: Jean Khalifé presente ses nouvelles toiles: Nov 1962 (invitation card)

File 18: Papasian: peintures abstraites spatiales sur le theme du mouvement perpetual. Nov 1962 (invitation card)

File 19: CORPORA Acquarelle tempere: Nov 1962 (invitation card)

File 20: Exposition de peintures et d'oeuvres graphiques par SAID Akl: Nov 1962 (invitation card)

- File 21: ASSEM LTETIE: exposition de ses oeuvres. Nov 1962 (Invitation card)
- File 22: Vernissage: ROLAND BALADI ET JOHN BRAHAM. Nov 1962 (Invitation card)
- File 23: Galerie MICHEL HARMOUCH. Dec 1962 (invitation card)
- File 24: Music and art teaching center:
- A student art exhibition: Jan 1963 (Invitation card)
 - Spring art exhibition: May 1963 (invitation card)
- File 25: Christiane Catafago: exposition de ses oeuvres. Jan 1963 (Invitation card)
- File 26: Sophie Yeramian: exposition de ses oeuvres. Jan 1963 (Invitation card)
- File 27: Degottex exposition. Feb 1963 (invitation card)
- File 28: Georges Bakhos: exposition de ses oeuvres. May 1963 (Invitation card)
- File 29: Exposition du peintre TOROSSIAN. Nov 1963 (invitation card)
- File 30: First London exhibition, Louise Nevelson. Nov-Dec 1963
- File 31: Exposition des peintres italiens contemporains. Dec 1963 (Invitation card)
- File 32: Art symposium by the Cyprus chamber: (invitation letter to Participate) 1973
- File 33: Galerie Juliana Larsson:
- Exposition par GRACIELA RODO (invitation card)
 - Exposition d'une collection de peinture figurative et de Nature mortes de VIOLETTE OBEGLI. Feb 1963 (invitation Card)
- File 34: Exposition de raciness ET de fleurs sauvages par ACHOD. April 1963 (invitation card)

Box 37: Press Clippings and articles I

- File 1: CU Trio
- File 2: New Theater Group presents a Comedy play. Outlook. 1952
- File 3: Press Clippings:
- Articles about Rima Nasir
 - Articles about Salwa Raouda
 - Articles about Kifah Fakhouri
- File 4: الرئيس سامي الصلح يستقبل طالبات الفنون في الجامعة الاميركية 1957
- File 5: السيدة الاولى زلفا شمعون: موديل أمام طلاب الفنون في الجامعة الاميركية 1957
- File 6: Classical Music
- File 7:
- Frank Roger: l'histoire de la danse dans le XIVeme au XIXeme
 - Siècle
 - Fantastic play
 - Modalities to be presented in dance
- File 8: Theatrical arts at AUB: article at Al-Kulliyah. Summer 1972 ("Theater of the Ridiculous" and "As you like it" both Productions directed by David Kurani; "Boeing Boeing" directed by Krikor Satamian; "Diary of a scoundrel" produced by Peter Shebaya 1972).
- File 9: The liar. 1973
- File 10: Mother Courage: 1974 (invitation + press clipping)
- File 11: how to judge a work of art

File 12: Copies of photos of plays outside AUB
File 13: Press clippings of famous people
File 14: Press clippings of cities/ countries
File 15: Articles + press clippings related to Armenia
File 16: Articles

Box 38: Press Clippings and articles II

File 1: General
File 2: Press Clippings
File 3: George Buehr Exhibit and articles
File 4: Press Clippings: 1956; 1959; 1966; 1969
File 5: press clippings on John Carswell
File 6: press clippings on Helen El Khal
File 7: press clippings on Arthur Frick
File 8: Press Clipping about Maryette Charlton Exhibition
File 9: Press clippings about Frederick Endrich Exhibition 1964
File 10: Press clippings about art exhibitions 1953-54
File 11: Articles on AUB

Box 39: Cultural Activities at AUB

File 1: Events in AUB (recital, concert, conference...)
File 2: Christmas and Easter Musicale

- Christmas (brochures 1966-1968, 1971-1973, 1978-1979, 1983; +memos (1971-1972))
- Easter (brochures 1968-1969, 1971-1973, 1975, 1978; 1980, press clipping; memos)

File 3: Quatuor du Liban
File 4: Three one act plays The Bear Sunday costs five pesos and Passion, poison and petrification or the fatal gazogene. Anton Chekov; Josephina Niggli; G. Bernard Shaw. Directed by Peter Shebaya; produced by David Kurani.
File 5: Events/ program celebrating AUB Centennial
File 6: Conference on the liberal art 1977
File 7: Lectures

File 8: Press Clippings

- Chemical society ball in west hall. Feb 1953
- Muncher Nonnette performing at AUB Assembly Hall.
- Annual Christmas Musicale performed by the University Choir Conducted by prof. S Arnita. Dec 1965
- Misc. Events (lectures, exhibitions...)
- Series of lectures given by Mrs. Yusra Arnita 1965-66
- The Andre Colson Ensemble, Assembly Hall. Feb 1966
- Easter Choral Concert. Apr 1966
- La peinture mexicaine contemporaine: conference by Rodolfo Usigli at AUB (+ an invitation card on a lecture "Mexican Drama" by Usigli in West hall)

Box 40: Cultural Activities

File 9: Cultural trip and tours

File 10: Schedule and musical calendar

File 11: Budget

File 12: Handouts, concert programs

File 13: Issues

File 14: Sponsors

File 15: Letters concerning events

File 16: Policy on free ticket (1973-74)

File 17: Events outside AUB

Series VI: Financial Documents etc...

Box 41: Financial Documents (bills, receipts, request form, purchase order...)

File 1: Correspondence

File 2: Budget

File 3: Bills and Cash Receipt

File 4: Supply Department:

- Organization of supply department
- Modification, maintenance and repair of movable equipment
- Rise in supplies cost
- Chemical supplies store
- Cross-reference listing

File 5: Fiscal Year: 1967-68; 1969-70; 1970-71

File 6: Lists:

- List of records received. June 1974
- Liste des disques. Sep 1966

File 7: Equipment budget list

File 8: Request and approval form

File 9: Purchase order

File 10: Request for requires textbooks

Box 42: Financial Documents (invoices, inventory, petty cash, funds...)

File 11: Request for transfer of funds (budget adjustments)

File 12: Student Payroll form

File 13: Equipment inventory control report

File 14: Inventory

File 15: Invoices

File 16: Interdepartmental transfer notice

File 17: Service request

File 18: Transportation request

File 19: Request for equipment of supplies

File 20: Computer center work request

File 21: Books and equipment's loan

File 22: Petty cash

- Petty cash payment voucher
- Request for reimbursement of petty cash funds

File 23: Funds and transfer of funds

File 24: Request for catalogues

File 25: Accounting - General procedures

File 26: Cash advance

File 27: Forms

File 28: Surplus

Box 43: Financial Documents (fees, expenses and payment voucher,...)

File 29: Missing items

File 30: Fees

File 31: Gifts and exchange

File 32: Expenses and payment voucher

File 33-37: Non-catalogued equipment and supplies requisition

Box 44: Financial Documents (periodicals subscriptions and cancellations, requisitions, accounting transaction...)

File 38-39: Printing binding and reproduction requisition

File 40: Bookstore

File 41: Departmental analysis

File 42: Periodicals (Subscriptions, cancellations)

File 43: Monthly Budget Revenue and Expenditures reports Dec 1980; 1972 – 1975

File 44: Requisitions

File 45: Personal services – Budget Report

File 46: Payroll labor expense distribution report 1967 – 1974

File 47: Accounting transaction detail report 1967-1974

Box 45: Financial Documents (expenses, budget, research grant report ...)

File 48: Store requisition and issue voucher

File 49: Monthly research grant report 1968; 1970; 1971

File 50-51: Budget expenditures report 1967 - 1974

File 52: Expenses/Budget – Department Fine Arts: Expenses: 1967-68; 1969-69; Budget: 1969-70; 1970-71

File 53: Notices

Box 46: Miscellaneous

File 1: Physical Plant

- Campus Planning Committee
- Proposal
- Meeting: Dec 1972; March 1973
- Agenda: Nov-Dec 1973; Feb-Mar 1974; Feb 1975
- By-Laws: 1973
- Minutes: Jun-Jul 1970; Jan-Dec 1973; Apr 1975
- AUB Buildings List
- LP Gas Cylinders in Nicely hall. 1973
- Telephone Service interruptions. Aug 1970
- Projects review committee: Minutes of 51st meeting. Sep. 1973
- Trees in I.C. Amphitheater Mar 1975
- Architecture lecture Hall. Sep 1977
- Main Water distribution system. Mar 1973
- Plots
- Pollution and contamination. Jan 1973
- Campus Lighting. 1973
- Water well on AUB campus. Jan 1973
- AREC Master Plan. Feb 1973; Mar 1974

- College Hall steel Door. Aug 1974
- Transformer sub-station T-6. Sep 1974
- Location of new boiler fuel tanks. Jan 1975
- Name sign. Oct 1973
- Potting shed facility. 1973
- Use of "Dial 9" facility. Aug 1973
- Road blocking. Sep 1973
- Repair of damage caused by students strike. May 1974
- Shorter duration of heating season. 1973
- Load of physical plant shops. Aug 1973
- Proposed power-shedding program on campus. Aug 1973
- Water shortage. Aug 1973
- Cost Estimates- water tank
- Conditions Report- Properties in salient. Nov 1973

File 2: Permissions

File 3: Claims: Damage claim. Jan 1971

File 4: University Library

- University Libraries- Directory 1971
- Book return
- Western acquisitions. Sep, Oct, Nov 1970
- Library monthly acquisitions list. 1972
- Library acquisitions in Christian Art. Jan 1974
- Meeting of department chairs. Jan 1961
- Air freight service for periodicals. Dec 1970
- Music Browsing Room. Dec 1965

- قائمة بالمؤلفات التي أضيفت حديثا

File 5: Yearbook:

- A&S 1961 yearbook. Apr 1961
- Yearbook photos. Jan 1974
- Cover of yearbook (V.7, 1969)

File 6: Use of Classrooms

File 7: AUB Catalog: Revisions & changes

File 8: Air Conditioners

File 9: Space Needs

File 10: Protection and Security

File 11: Maintenance: Replacement and Repairs of equipment and supplies

File 12: Communications Services

File 13: A professional Choir in Agriculture mechanization- Faculty of Agricultural Sciences

File 14: Department of Architecture – Architectural Reference File

Box 47: Miscellaneous

File 15: Questionnaires and answers sheets about theater

File 16: Information from AUB Catalog 1953-1975 [about Fine art Department]

File 17: Pamphlets (announcing new department of Fine Arts and Art History)

File 18: James Cochrane – Papers on “Underdevelopment”

File 19-20: Catalogs

File 21: Notes

File 22: Miscellaneous:

- Business Card “Dikran A Sarrafian”
- على الحدود بريشة أديب قعوار
- Announcement: مدرسة بيروت للفنون الجميلة
- Use of attorneys
- Notice to U.S. Citizen
- ترنيمة لزمن الميلاد
- Updated Plan for air raid shelters 1975
- Medical:
- Check up
- Medical Examination
- Recommendations for protection against infectious Hepatitis. 1971
- Electron Microscopy Unit. 1974
- AAUP Newsletter Vol. IV no.2. Jan 20, 1966
- 1972 مرسوم اعفاء من ضريبة الملاهي -
- Addresses of Art schools & college
- The American Women’s Club of Lebanon – Consumer Guide 1969-70

Series VII: Fine Arts & Art History Department 2003-2017

Box 48: Fine Arts & Art History 2003/04-2010/11

File 1: Student sculpture exhibition 2000-2003

File 2: 2003/2004: general events, posters, brochures and Press Clippings.

File 3: 2004/2005: general events, posters, brochures and Press Clippings.

File 4: 2005/2006: general events, posters, brochures and Press Clippings.

File 5: Christmas Concert 2005/06

File 6: Celebrating the anniversary of Wolfgang Amadeus Mozart and Robert Schumann.
May 8, 10, 2006

File 7: 2006/2007: general events, posters, brochures and Press Clippings.

File 8: 2007/2008: general events, posters, brochures and Press Clippings.

File 9: 2008/2009: general events, posters, brochures and Press Clippings.

File 10: 2009/2010: general events, posters, brochures and Press Clippings.

File 11: 2010 - : general events, posters, brochures and press Clippings.

Box 49-: Fine Arts & Art History 2011/12-

File 1: 2011/2012-

File 2: FAAH Studios Arts Courses: Open Doors Days 2012, May 22-25

File 3: 2014/2015-

File 4: Theater Initiative 2016 –

File 5: Jabre lecture Series 2017 –

Series VIII: Photos

Box 1-2: FAAH Photos 1953-1971

- Children's Art Classes by Maryette Charlton at Fisk Hall
- Student's Paintings Exhibition by Art Club at Common Room /Fisk Hall
- Exhibition of Children's Painting from Britain at West Hall May 1961
- Paintings and drawing by Students by Margo Hoff at Jafet Library, Feb. 1953
- Drawing Classes by M. Charlton/AUB Art Club, spring 1954
- George Buehr drawing painting exhibition by George Buehr on Jafet Library, May 1954
- Drawing Classes for Adults by George Buehr at West Hall, 1955
- Drawing Class, spring 1956
- Painting Exhibition by Samia Osseiran, Dec. 1967
- Drawing Classes for Adults by George Buehr, fall 1955
- Exhibition of Old Time: AUB pictures Yesterday and Today display by J. Carswell New Ph. By Sayak, Oct.1 - Nov. 1, 1956
- Lecture by George Buehr, Nov. 2, 1955
- Visit to Henri Seyrig's Collection at Seyrig's Residence, Apr. 4, 1956
- Visit of Alexander Calder to AUB, Feb. 1953
- Camille Abousouan with others, 1950s
- Visit of Art Class Students with Professor Buehr to Sami Solh Residence, Feb. 7, 1957
- Zalfa Chamoun poses for Art Class students, May 8. 1957
- Raoul Bertrand lectures on "The Philosophy of Art", 1953
- M. Charlton meeting with the Prep Art Club, 1954
- M. Charlton models for her class 1950s
- Exhibition by John Carswell & William Ball "The Aran Islands", Jan. 20-Feb. 20 1950s
- Outdoor Painting Class, 1950s
- Art Class by M. Charlton, Fall 1955
- Charlton "Introduction to Art" at Student Lounge, Fall 1955
- Art Class by Margo Hoff on 1955
- Art Class by Arthur C. Frick on 1950s
- Art Seminar Participants (faculty and non-faculty), spring 1958
- Photographs of Eadweard Muybridge (animal locomotion) by Eadweard Muybridge, Jafet Library, Nov. 1967
- Exhibition by M. Charlton "Turkish Bath, Aleppo" on Jafet Library, 1956
- Cocktail Party by Assem Salam in honor of Walter Dorwin Teague at Assem Salam Residence, 1955

- Photographs Exhibition by Harry L. Koundakjian at Jafet Library, Apr. 20-May 12, 1950s
- Painting Exhibition by George Buehr's Students at Jafet Library, Apr. 20-May 12, 1950s
- Plays directed by David Kurani and others known as "the Berytus Theater Ensemble" **Boeing Boeing (1971); the Bear (1969); the Inca of Perusalem (1969); Salutation, Then Last to Go, Twelfth Night**
- Exhibition by Khalil Zghaib, Galerie Alecco Saab. May 1961

Box 3-6: Miscellaneous Photos

Related Material at AUB

Archival material

- [Art Center, 2000] [ARCHIVE AA:2.4.1](#)

- Art Galleries Cards Collection

The collection is a compilation of print materials from private art galleries mostly from Lebanon, but also from the Mashreq as well as Europe. The collection includes invitations for exhibition openings, catalogues, books, booklets, brochures, magazines and maps for art fairs.

- Jamil Hamoudi Collection, [759.1](#)

An archival collection documenting art, art history, visual culture belonging to the Iraqi painter and art critic Mr. Jamil Hamoudi who was an authority on Iraqi and modern Arab Art.

- Waddah Faris Collection, [759.2](#)

The collection is a compilation of art books and exhibit catalogs describing the art scene in the Arab world mainly in Iraq and Lebanon from the 1950s and on. The collection includes art books, exhibit catalogs, art posters and magazines.

AUBites files [material collected by the archives department]

- Amal Muraywed
- Arthur Frick
- David Kurani
- Helen El-Khal
- John Carswell
- Omar Farroukh

Audiovisuals

- Audiovisuals from our catalog related to the Fine Arts and Art History Department: [AUB FAAH](#)

Periodicals

- Periodicals from our catalog related to art: [art](#); [الفن](#)

Photographs

- [Photos](#) from our catalog related the to the Fine Arts and Art History Department

Posters

- [Art Posters Collection 1966-2000](#)
- [Posters](#) from our catalog related the to the Fine Arts and Art History Department