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Near East College Association Collection, 1920-1947

A Finding Aid to the Collection in the University Archives, AUB
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Descriptive Summary

Call No.: AA: 7.6.2

Library Catalog ID: [b14620674](#)

Record Creator: Near East College Association (NECA).

Collection Title: Near East College Association (NECA) Collection, 1920-1947.

Collection Dates: 1920-1947

Physical Description: 13 boxes (4.3linear feet)

Language: English

Administrative Information

Source: N/A

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 and handwritten material.

Preferred citation: Near East College Association Collection, 1920-1947, AA: 7.6.2, Series no., box no., file no., American University of Beirut/Library Archives.

Scope and Content

The collection chiefly features correspondence exchanged (1920-1946) between - but not limited to - Albert W. Staub, NECA American Director, Bayard Dodge, AUB President, & George B. Stewart, AUB Acting President. The letters cover all topics related to NECA, ranging from mainly regular and annual administrative, financial and social updates to personal updates. Many AUB personnel are mentioned including Habib Kurani, Stanley Kerr, Archie Crawford and Afif Tannous. Recurring is correspondence related to AUB, the Institute of Rural Life, and the Rockefeller Foundation. A wide range of administrative documents including, the University council executive committee minutes, and university faculty minutes. Personnel-related letters include potential candidates, institute's staff procurement, appointments and change in staff, contracts, job vacancies – with the job descriptions, job interviews, and job offers; respective applicant resumes; and professional development opportunities, fellowships etc.. In addition to annual reports including recruitment plans and potential students from across the world, as well as economic and financial updates including annual receipts, disbursements, and reconciliation of AUB Trustees bank accounts. Letters often covered budgeting, endowment funds, expenses, grants, scholarships, and donations, as well as expenses: salaries, allowances, accommodations, travel expenses, and enclosures. Also some press material such as publicity reports, press releases, events, and newsletter matters (cost, subscriptions). In addition to personal updates (health, deaths, whereabouts, trips) and the social and economic changes that took place at the time in Beirut.

Arrangement

This collection is arranged in three series.

Series I: NECA Correspondence [Out: Beirut to New York], 1921-1946

Series II: NECA Correspondence [In: New York to Beirut], 1928-1946

Series III: NECA Publications, 1920-1947

Historical Sketch

The plan for a college association in the Near East began with Cleveland H. Dodge after WWI in 1919. Mr. Dodge felt the need for a unified American association for the sake of efficiency, saving money and efforts. Visits to the region continued until the Near East College Association was incorporated in 1927 in New York to combine the administrative and financial efforts and promote the interests of American institutions of East Europe and Middle East. These institutions were spread in Greece, Turkey, Lebanon (Syria) and Bulgaria. The association was formed of the Syrian Protestant College in Beirut; Robert College and Constantinople Woman's College (American College for Girls) both in Istanbul, Turkey; International College, in Smyrna, Turkey; Athens College, Greece, and American College of Sofia, Bulgaria. NECA created an endowment of approximately fifteen million dollars for the affiliated institutions within its first decade of operation.

The archival collection is comprised of correspondence pertaining to administrative, personnel and financial matters regarding NECA institutions.

Subject Headings

Near East College Association (NECA).
Damascus College, Syria.
International College, Smyrna.
American University of Beirut.
Athens College.
American College of Sofia.
American College for Girls (Istanbul, Turkey).
Universities and colleges -- Middle East.
Missions -- Middle East.
Education, Higher -- Middle East.
American University of Beirut -- Correspondence.
Dodge, Bayard, 1888-1972.

Container List

Series I: NECA Correspondence [Out: Beirut to New York], 1921-1946

Box 1, Files 1-6: 1924; 1928-1929

File 1/1: June 1924 - December 1924; no. 127-207
File 1/2: January 1, 1928 – May 17, 1928; no. 740-863
File 1/3: May 23, 1928 – October 1928; no. 864-948
File 1/4: November 3, 1928 – December 31, 1928; no. 949-988
File 1/5: January 1929 – July 1929; no. 989-1104
File 1/6: July 1929 – December 1929; no. 1105-1180

Box 2, Files 1-5: 1930-1934

File 2/1: January 1, 1930 – December 31, 1930; no. 1181-1317

File 2/2: January 1931 – December 1931; no. 1318-1446
File 2/3: January 1, 1932 – December 31, 1932; no. 1447-1555
File 2/4: January 1, 1933 – December 31, 1934; no. 1556-1653
File 2/5: January 1, 1934 – December 31, 1934; no. 1654-1725

Box 3, Files 1-6: 1935, 1937-1941

File 3/1: January 1935 – December 1935; no. 1726-1767
File 3/2: January 1937 – December 1937; no. 1860-1921
File 3/3: January 1, 1938 – December 1938; no. 1922-1982
File 3/4: January 1939 – December 1939; no. 1983-2039
File 3/5: January 1940 – December 1940; no. 2040-2100
File 3/6: January 1941 – December 1941; no. 2101-2137

Box 4, Files 1-3: 1942, 1944, 1946

File 4/1: 1942
File 4/2: 1944
File 4/3: 1946

Series II: NECA Correspondence [In: New York to Beirut], 1928-1946

Box 5, Files 1-3: 1928

File 5/1: January 1928 – April 24, 1928; no. 45-91
File 5/2: May 1, 1928 – August 29, 1928; no. 92-133
File 5/3: September 4, 1928 – December 30, 1928; no. 134-181

Box 6, Files 1-3: 1929-1930

File 6/1: January 1, 1929 – June 30, 1929; no. 182-250
File 6/2: July 1, 1929 – December 31, 1929; no. 251-310
File 6/3: January 1, 1930 – December 31, 1930; no. 311-384

Box 7, Files 1-4: 1931-1932

File 7/1: 1931 January 1931 – June 1931; no. 385-454
File 7/2: July 1931 – December 1931; no. 455-494
File 7/3: January 1932 – June 1932; no. 495-563
File 7/4: July 1932 – December 1932; no. 564-597

Box 8, Files 1-4: 1933-1935

File 8/1: January 1933 – June 1933; no. 598-640
File 8/2: July 1933 – December 1933; no. 641-671
File 8/3: January 1934 – December 1934; no. 672-720
File 8/4: January 1, 1935 – December 31, 1935; no. 721-751

Box 9, Files 1-3: 1936-1938

File 9/1: January 1, 1936 – December 31, 1936; no. 752-835
File 9/2: January 1, 1937 – December 31, 1937; no. 836-890

File 9/3: 1938

Box 10, Files 1-3: 1939-1940, 1942

File 10/1: 1939; no. 942-979

File 10/2: 1940

File 10/3: January 1942 – December 1942; no. 74 to no. 76; no. 1-24

Box 11, Files 1-3: 1943-1946

File 11/1: January 1943 – December 1943; no. 1-35

File 11/2: January 1945 – December 1945; no. 1-27

File 11/3: January 1946 – December 1946 no. 1-33

Series III: NECA Publications, 1920-1947

Box 12

Monthly Publications

- File 1: [Newsletter \[of\] the Robert College \[and\] Syrian Protestant College at Beirut](#). v.1:no.3-6(1920:June-Dec.); v.2:no.1-6(1921:Feb.-Dec.); v.3:no.1-4(1922:Feb.-Oct.); v.4:no.1-3(1923:Jan.-August); v.5:no.1-4(1923:Dec.-1924:Sept.); v.6:no.1-4(1924:Dec.-1925:Nov.); v.7:no.1-2(1926:Feb.-June)
- File 2: [Near East Colleges news Letter](#). v.7:no.3(1926:Sept.); v.8:no.2-3(1927:April-Oct.); v.9:no.1-2(1928:Oct.-Dec.); v.10:no.1(1929:April); v.11:no.1(1930:Feb); v.12:no.1(1931:March); v.13:no.1-2(1932:Feb-Oct.); v.14:no.1(1934:Oct.); v.15:no.1(1935:Oct.); v.16:no.1-2(1936:Dec.-1937:Feb.); v.17:no.1(1937:Nov.); v.18:no.1-3(1938:Oct.-1939:April); v.19:no.1(1939:Nov.)
- File 3: [Near East College Association news-letter](#). no.35-37 (1946:Sept.-1947:March); no.39(1947:Oct.)

Quarterly Publications

- File 4: [Near East Service quarterly](#). v.1:no.1-3(1940:Jan.-1940:Oct.); v.2:no.1-3(1941:Jan.-Nov.); v.3:no.1-3(1942:Feb.-Oct.); v.4:no.1(1943:Oct.)
- File 5: [Near East colleges quarterly](#). v.5:no.1(1946:Oct.); v.6:no.1-2(1947:Feb.-June)

Box 13

Special Bulletin

- [Near East / published by Near East College Association \(incorporated\), Albert W. Staub, American Director, Hallett Carpenter, Managing Editor](#). (1927:Jan); no.35-37 (1946:Sept.-1947:March); no.39(1947:Oct.)
- [The Near East Society special bulletin](#). no.1-5(1939:April-Oct.); no.7(1939:Dec.); no.9-18(1940:March-1941:May); no.21-24(1941:Nov.-1942:Nov.); no.27(1943: May)

Assorted Publications, 1920s

- Robert College Constantinople Syrian Protestant College Beirut *or* The Only Way, [1920]
- America's Outposts in the Near East, [1921 or 1923] (2 copies)
- An Investment in International Good Will, 1923, Five Important Distributing Agencies [brochure]
- An Investment in International Good Will, [1923] Six Important Distributing Agencies [brochure]
- *American School Work in the Near East* by Albert W. Staub, *The New York Times Current History*, [1923] (press clipping)
- Oriental Bazaar Program, or, Program of the Oriental Bazaar, [1925]
- [Believer?], [1926]
- Broadcasting: International Good will in the Near East From Six Important Stations, [1925], [1927]
- Reprint of Editorial, the Sun, New York, December 3, 1927 *Helping Near East Colleges*

Assorted Publications, 1930s

- Annual Report of the Near East College Association Incorporated, 1929-1930
- American University of Beirut, [1934]
- *American "Islands" in the Near East's Turmoil* by James F. Herrick, Boston Evening Transcript Magazine Section, 1936 (press clipping)
- Grand International Entertainment and Ball under the auspices of the United Alumni Association for the benefit of the Near East Colleges, February 21, 1936
- American University of Beirut & International College, [1938]
- Who "gladly teach" in the Near East, [1938]
- An Appraisal of America's Investment in Six Near East Colleges, [1938]

Assorted Publications, 1950s

- Near East College Association Appeal to the Ford Foundation, January 1951
- The Near East Reports, January 1955
- Near East College Association, [1958]
- An Appraisal of America's Investment in Six Near East Colleges, [1958]

Related Material

Archives

- Albert W. Staub Collection, 1919-1928 [AA:7.6.2](#)
- Bayard Dodge Collection [AA:2.3.4](#)
- Habib Kurani Collection [A:370](#)
- Institute of Rural Life, [AA:3.5.2](#)
- Damascus College Collection, 1944-1957 [AA:7.8.4](#)

- Cleveland Dodge AUBite Files: AA:6.1

Books

- NECA (1953). Alphabetical list of former American teachers. [CARAU 378.569:N35a:c.1](#)

Photos

- Donation by Near East College Association of Guernseys heifers to AUB, 1971. [Ph:AUB:1971/12/02:1-85:53](#)
- Groundbreaking ceremony of New Medical Buildings, 1929-1930. [Ph:AUB:1929-1930\(26\):1-3:41](#)
- Prep Form Classes Juniors and Scouts, 1930. [Ph:AUB:1930\(11\):1-2:41](#)
- 7th Medical Conference attended by dental delegates, 1929. [Ph:AUB:1929/05/17\(01\):01:40](#)
- [Helen Braun Collection, 1968]. [Ph:AUB:1968\(24\):1-7:52](#)
- Bayard Dodge with Paul I. Ilton, 1948. [Ph:AUB:1948\(07\):01:43](#)
- Bayard Dodge with Mrs. Dodge at La Guardia Airport, 1947. [Ph:AUB:1947/09/15:01:43](#)

Periodicals

- [Rockefeller Foundation.](#)
- [President's annual report.](#)
- [Annual report of the Near East College Association incorporated.](#)

Digital Resources

- [Bulletin of the Near East Society.](#) *Digital Library for International Research*
- [Near East College Association Records, 1928-1943.](#) *Columbia University Libraries Archival Collections*

Library Guides

- [AUB History: a Short Guide](#)

Online Exhibits

- [AUB and World War Two Online Exhibit](#)