



Guide to

MS 001

University of Texas at El Paso Financial Records

1916 – 2005 Span Dates,
1917 – 1940s Bulk Dates,

17 feet, 2 inches (linear)

Processed by Abbie Weiser
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Transferred by the University of Texas at El Paso.

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C.L. Sonnichsen Special Collections Department
University of Texas at El Paso

Biography or Historical Sketch

Created by Senate Bill 183, the State School of Mines and Metallurgy was founded in 1913 due to El Pasoans' requests for a school to train mining engineers and metallurgists to help support the local mining and smelting industries. In 1914 the State School of Mines opened on land and buildings east of Ft. Bliss that were formerly occupied by the El Paso Military Institute. University of Texas Regents named Stephen Worrell as the first dean. On its official opening day, September 23, 1914, twenty-seven male students enrolled in the School. By 1916 two women, Ruth Brown and Grace Odell, also enrolled. Later that year a fire destroyed the School's main building and the campus relocated to land donated by El Pasoans in the Sunset Heights area. After viewing British explorer's Jean Claude White's photographs of the Kingdom of Bhutan in the April 1914 issue of *National Geographic*, Kathleen Worrell, wife of the dean, recommended that the new campus adopt Bhutanese-style architecture because of the similarities between Bhutan's and El Paso's landscapes. Construction on the new buildings began in 1917, and by the end of the 1910s, enrollment grew to over a hundred students.

During the 1920s the school's name was changed to the College of Mines and Metallurgy, El Paso and it merged with El Paso Junior College. This merger caused enrollment to increase to 400 students. The 1920s also saw the establishment of several student life traditions, including the creation of the *Flowsheet* yearbook and Homecoming. In 1931 John G. Barry became the College's first president, though financial troubles from the Great Depression put the College at risk for closure. Despite the difficult economic environment of the 1930s, the College continued to expand. An athletic field was constructed in 1933 (named after longtime dean and professor John W. "Cap" Kidd), and the Centennial Museum opened on campus in 1937. Three years later, the University of Texas Regents approved the creation of the College's first graduate degree (the Master of Arts).

World War II caused many changes at the College of Mines as enrollment declined significantly as young men and women served in the military and in wartime industries throughout the early 1940s. Young women were also encouraged to take classes in male-dominated fields, such as engineering, to help alleviate worker shortages, despite the College's previous discouragement of women taking engineering classes. After the war ended in 1945 and the passage of the GI Bill of Rights, returning servicemen and women increasingly attended college, and the College of Mines' enrollment reached 2,000. Because of the large number of veterans attending the College of Mines, the school established housing for married veteran students and their families in an area called "Vet Village." In 1949 the College's name changed to Texas Western College of the University of Texas.

The 1950s – 1970s brought several important developments to the campus. As Texas Western College, the school added several buildings to the campus, including Magoffin Auditorium, the Science Building, the Women's Gym, and Miners Hall during the early 1950s. In 1952 Texas Western Press was founded by printer Carl Hertzog, and in 1953 the Schellenger Research Laboratory was created. Moreover, in 1955 Texas Western College became the first white Texas public college to admit African

American students after a lawsuit was filed by Douglass School student Thelma White who was denied admission because of her race. Highlights from the 1960s and 1970s include: the training of the nation's first Peace Corps class in 1961, the construction of Sun Bowl Stadium in 1963, winning the NCAA national championship under Coach Don Haskins in 1966, and protests by MECHA and La Mesa Directiva against school policies and practices in 1971. Texas Western College changed its name to the University of Texas at El Paso (UTEP) in 1967, and during the late 1960s a Chicano Studies program was established. In 1974 UTEP started offering its first doctoral degree – in Geological Sciences.

Throughout the 1980s – 2000s UTEP continued to expand as both undergraduate and graduate enrollment dramatically increased. The new six-story library was completed in 1984, and in 1988 Dr. Diana Natalicio became UTEP's first woman president. In 2004 UTEP celebrated its 90th anniversary and will celebrate its centennial in 2014. As of 2010 UTEP has over 20,000 registered students and is divided into eight colleges: the College of Business, the College of Education, the College of Engineering, the College of Health Sciences, the College of Liberal Arts, the School of Nursing, the College of Science, and the University College.

[Sources: UTEP web site; UTEP Collection, MS 001]

Series Description or Arrangement

Records are arranged in three subseries: Budgets, Ledgers, and Other financial records. Within each subseries, records are arranged chronologically except for Other financial records, which was minimally processed.

Scope and Content Notes

The University of Texas at El Paso Financial records series (part of the UTEP Collection records) dates 1916 – 2005, bulk 1917 – 1940s. Types of records include budgets, legislative appropriations, ledgers, financial statements, correspondence, check and deposit books (registers), reports, and receipts. These records help document UTEP's operations, financial activities, and expenditures.

Provenance Statement

Transferred by the University of Texas at El Paso.

Restrictions

Literary Rights Statement

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Notes to the Researcher

Some materials are fragile; please use care when handling the records.

Container List

Subseries I. Budgets

Box #	Folder #	Title	Date
1	1	Budget for biennium	1917 – 1919
1	2	Budget and correspondence	1931 – 1932
1	3	Budget and correspondence	1932 – 1933
1	4	Budget	1933 – 1934
1	5	Budget, College of Mines and Metallurgy	1945 – 1946
1	6	Budget, Texas Western College	1950 – 1951
1	7	Budget, Texas Western College	1952 – 1953
1	8	Budget, Texas Western College	1953 – 1954
1	9	Budget, Texas Western College	1955 – 1956
1	10	Budget, Texas Western College (Auxiliary)	1956 – 1957
1	11	Budget, Texas Western College	1956 – 1957
1	12	Budget for University of Texas, Main University – Auxiliary Enterprises	1957 – 1958
1	13	Budget, Texas Western College	1957 – 1958
1	14	Budget, Texas Western College	1958 – 1959
2	1	Budget, Texas Western College (Auxiliary)	1959 – 1960
2	2	Budget, Texas Western College	1959 – 1960
2	3	Budget, Texas Western College	1960 – 1961
2	4	Budget, Texas Western College	1961 – 1962
2	5	Budget, Texas Western College	1962 – 1963
2	6	Budget, Texas Western College	1963 – 1964
2	7	Budget, Texas Western College (draft copy)	1963 – 1964
2	8	Budget, Texas Western College	1964 – 1965
2	9	Budget, Texas Western College (Auxiliary)	1965 – 1966
2	10	Budget, UTEP	1974 – 1975
3	1	Budget, UTEP	1975 – 1976
3	2	Budget, UTEP	1976 – 1977
3	3	Budget, UTEP	1977 – 1978

Subseries II. Ledgers

Box #	Folder #	Title	Date
4	o/s	Ledger	1934 – 1936
5	o/s	Ledger	1942 – 1943
6	o/s	Ledger	1945 – 1946
7	o/s	Ledger	1946 – 1947
8	o/s	Ledger	1947 – 1948
9	o/s	Ledger	1948 – 1949

Subseries III. Other financial records

Box #	Folder #	Title	Date
10	1	Board receipts	1919
10	2	Mrs. Walker's checks, R.M. Augur's checks (deposit/check records)	1917
10	3	Deposit/check registers (old blank checks)	1918
10	4	Savings account register	1919
10	5	Border National Bank – Athletics and Candy accounts	1924
10	6	Deposit books	1921, 1924, 1927
10	7	Board receipts	1920
11	1	Scholarships/Work Study	1960 – 1968
11	2	Financial Aid – applications and correspondence	1934
11	3	Financial Aid – correspondence	1933
11	4	Excellence Fund, newsletters	1965 – 1968
12	1	Early accounting records	1917 – 1919
12	2	Engineer's loan fund correspondence/graduate directory	about 1928 – 1934
12	3	Deposit/book register	1919
12	4	Check book	1916 – 1917
12	5	Deposit/check registers	February 1, 1917 – June 1, 1917
12	6	Check and saving account book	1918 – 1920
12	7	Deposit/check book and budget for biennium [removed to Ledger subseries]	1917 – 1919
12	8	Annual report , UTIMCO: The State of Investing [and note]	2005
13	1	Fiscal Affairs, Calvin, Acting Chancellor	1917 – 1919

13	2	Internal revenue service taxes	1917 – 1918
13	3	Budget submission, TWC	October 15, 1960
13	4	Request for Legislative Appropriations – 1968 and 1969	October 14, 1966
13	5	Financial statements report	1970
13	6	Financial report, UT system	1978
13	7	Request for Legislative Appropriations – 1962 & 1963	June 15, 1960
13	8	Budget requests, TWC for 1960 and 1961	July 15, 1958
13	9	Budget requests, TWC – 1958 and 1959	July 15, 1956
13	10	Budget submission, 1958 & 1959	May 28, 1956
13	11	Budget submission – 1960 & 1961	October 15, 1958
13	12	Legislative budget recommendations – 1958 & 1959	about 1958
13	13	Budget requests, TWC – 1956 & 1957	July 15, 1954
14	1	Correspondence about audits	about 1932 – 1933
14	2	General property, ROTC deposits	Spring 1957
14	3	General property, ROTC deposit tapes	Summer 1957
14	4	General property, ROTC deposits	Summer 1957
14	5	General property deposits	Fall 1951 – 1952
14	6	General property and ROTC deposits	1951 – 1952
14	7	General property deposits	Summer 1952
14	8	General property deposits	Summer 1952
14	9	Deposit tapes	Fall 1958
14	10	Deposit tape	Spring 1959
14	11	Deposit tapes, General Property	Summer 1959
14	12	Deposit tapes	Spring 1955
14	13	General property deposits	Fall 1956
14	14	Student General Property Deposits	Spring 1961
14	15	ROTC deposit tapes	Fall 1960
14	16	ROTC deposit tapes	Spring 1961
14	17	Student general property deposits	Spring 1961
14	18	Deposit tapes	Fall 1955 – 1956
14	19	Deposit tapes – Fall semester	Fall 1954
14	20	Deposit tapes, first summer session	Summer 1955
14	21	Deposit tapes	Summer 1955
14	22	Deposit tapes	Spring 1960
14	23	General property deposit tapes, 1 st summer session	Summer 1960
14	24	Tapes, 2 nd summer session	1960
14	25	Tapes, summer session – 2 nd term	1959
14	26	Tapes, spring semester	Spring 1956

14	27	New S.G.P.D. tapes; partial S.G.P.D. tapes; first s.s. tapes	1958
14	28	Tapes, second summer session	1958
14	29	List of deposits	Fall 1959
15	1	Deposit book, check receipts, and other items (Student Association)	1920s
15	2	Deposit book, checks and other items (Student Association)	1920s
15	3	Deposit book, checks and other items	1920s
15	4	Deposit book, checks and other items	1920s
15	5	Deposit book, checks and other items	1920s
15	6	Deposit book, checks and other items	1920s
15	7	Deposit book, checks and other items	1920s
16	1	Early financial records	about 1916 – 1919
16	2	Board receipts	1920s
16	3	ROTC and general property deposit tapes	Fall 1952 – 1953
16	4	General property deposit tapes	Spring 1952 – 1953
16	5	Deposit tapes	Summer 1953
16	6	Deposit tapes	Summer 1953
16	7	Deposit tapes	Fall 1953
16	8	Deposit tapes	Spring 1954
16	9	Deposit tapes	Summer 1954
16	10	Student general property deposit tapes	1959
16	11	General property, ROTC deposit tapes	Summer 1954
16	12	General property, ROTC deposit tapes	Spring 1958
16	13	Deposit tapes	Summer 1956
16	14	General property deposit tapes	Summer 1956
16	15	Property, ROTC deposits	Fall 1957
17	1	Index to House Bill No. 426	about 1950s
17	2	Memorandum, Biennial Appropriation Bill for 1951-53	May 16, 1951
17	3	Comparative Reports on the State Supported Institutions of Higher Learning	about 1949
17	4	Revised budget estimate	February 28, 1955
17	5	Report on House Bill No.40 - The General Appropriations Bill	1955 – 1956
17	6	State of Texas, Budget Submission	July 15, 1958
17	7	Schedule 1, General College Administration	about 1959
17	8	Justification No.1, School	about 1960
17	9	The Administrative Organization of the	July 1959

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17	10	Table 3 summary (budget), Texas Western College	about 1959
17	11	State of Texas Budget submission	July 15, 1958
17	12	Educational Supplement to State Board of Control	about 1948 – 1953
17	13	Legislative Budget recommendations	about 1956
17	14	Report, General Appropriations Bill	about 1955
17	15	List of Appropriated Funds	about 1955
18	1	Specification for the New Auditorium Building	April 1949
18	2	Memorandum, Trust, and Special Funds	July 11, 1960
18	3	Docket for Texas Western College	May 15, 1952
18	4	Special Provisions	about 1957
18	5	Specifications for new Athletic Dormitory	January 1950
18	6	Texas State College summaries	about 1953
18	7	Student Union Revenue Bonds	1958
18	8	Library inventories	1922 – 1927
18	9	Furnishings for Science Building (correspondence and invoices)	1950 – 1951
18	10	Adjustment of refundable deposit accounts, housing, dormitories	1961 – 1962
18	11	Advertising fund, bank statements	November 1948 – July 1950
19	1	Report of budget change (local)	1961 – 1962
19	2	Request for budget change	1961 – 1962
19	3	Adjustment of refundable accounts, housing, dorm, etc.	1961 – 1962
19	4	Organized research	1961 – 1962
19	5	College of Mines Advertising Fund	1941
19	6	Bids #3	1950
19	7	Bids #7	1950
19	8	Bids #5	1950
19	9	Bids #2	1950
19	10	Fire extinguishers (invoice)	1950
19	11	Bids #4	1950
19	12	Bids #6	1950
19	13	Business Office - Bids #5	1950
20	1	Request for Legislative Appropriations – 1994 and 1995	September 18, 1992
20	2	Request for Legislative Appropriations – 1994 and 1995	September 18, 1992
20	3	Financial aid solicitations	1917 – 1918

20	4	Financial Aid – student placement	1933
20	5	Financial Aid – Senate Bill #29	1933
20	6	Texas House and Senate proceedings on funds	1937, 1939, 1941
20	7	Financial Aid, loans	1954, 1960s
20	8	Financial Aid, funds for loans	1958 – 1960
20	9	Financial Aid, student loan fund	1963 – 1966
20	10	<i>The Student Guide: Five Federal Aid Programs</i>	1983 – 1984
21	1	Receipts and other financial records	about 1924
21	2	Deposit/check registers, note	about 1919
21	3	Library expenditures, allotments	1932 – 1933
21	4	Central Administration	1961 – 1962
21	5	Fee clearing account	1961 – 1962
21	6	Reconciliation Fund	1961 – 1962
21	7	Reconciliation Fund	1961 – 1962
21	8	Contract research and services	1961 – 1962
21	9	State comptroller	1961 – 1962
22	1	Correspondence, state auditor, publications	1931, 1933
22	2	Financial aid – state warrants	about 1933
22	3	Financial aid – student placement, Fera	about 1934
22	4	Reconciliation Funds, Central Administration	1961 – 1962
22	5	Petty cash counts	1961 – 1962
22	6	Self-Study committee	about 1964
22	7	Accounts receivable, returned checks	1961 – 1962
22	8	Military property deposits	1962 – 1962
22	9	Budget information, correspondence, business office	1940s
22	10	Dorm operating records	1940s – 1950s
22	11	Budget information, correspondence, business manager records	1940s
22	12	Budget information, correspondence, business management office	1940s
22	13	Budget information, correspondence, business office	1940s – 1950s
22	14	Budget information, business manager, correspondence	1940s
23	1	Audit reports	1936 – 1940
23	2	Audit reports	1931 – 1936
23	3	Financial report, College of Mines and Metallurgy	1944
23	4	Financial report, College of Mines and	1945

		Metallurgy	
23	5	Financial report, College of Mines and Metallurgy	1946
23	6	Financial report, College of Mines and Metallurgy	1941
23	7	Financial report, College of Mines and Metallurgy	1942
23	8	Financial Report, College of Mines and Metallurgy	1943
23	9	Request for Legislative Appropriations for 1990 and 1991	October 1, 1988
24	1	Business Office	about 1963 – 1966
24	2	Condensed summary of Biennial Budget Request	about 1958
24	3	Business office correspondence/records	about 1963 – 1966
24	4	Financial report, College of Mines and Metallurgy	1947
24	5	Financial report, College of Mines and Metallurgy	1948
24	6	Financial report, TWC	1949
24	7	Financial report, TWC	1950
24	8	Financial report, TWC	1951
24	9	Financial report, TWC	1952
24	10	Financial report, TWC	1953
24	11	Financial report, TWC	1954
24	12	Financial report, TWC	1955
24	13	Financial report, UT-System, UTEP	1967
25	1	Refunds – A	1927 – 1928
25	2	Refunds – B	1927 – 1928
25	3	Refunds – C	1927 – 1928
25	4	Refunds – D	1927 – 1928
25	5	Refunds – E	1927 – 1928
25	6	Refunds – F	1927 – 1928
25	7	Refunds – G	1927 – 1928
25	8	Refunds – H & I	1927 – 1928
25	9	Refunds – J	1927 – 1928
25	10	Refunds – K	1927 – 1928
25	11	Refunds – L	1927 – 1928
25	12	Refunds – Mc	1927 – 1928
25	13	Refunds – M	1927 – 1928
25	14	Refunds – N	1927 – 1928
26	1	Summer School check for Bulah Liles	1928
26	2	Texas Commission on Higher	about 1956

		Education, Cost Study instructions and budget information	
26	3	Reclassification schedule and expenditures	about 1955
26	4	Salary reports \$500 and over payment	1958 – 1960
26	5	Correspondence and report supplements	1954
26	6	Correspondence, financial statements	1945, 1946 to 1948 – 1949
27	1	Refunds – O	1927 – 1928
27	2	Refunds – P & Q	1927 – 1928
27	3	Refunds – R	1927 – 1928
27	4	Refunds – S	1927 – 1928
27	5	Refunds – T	1927 – 1928
27	6	Refunds – U	1927 – 1928
27	7	Refunds – V	1927 – 1928
27	8	Refunds – W	1927 – 1928
27	9	Refunds – X, Y, Z	1927 – 1928
27	10	Athletic Association bank statements, cash books	1927 – 1928
27	11	Treasury Department	1927
27	12	Receipts	1920s
27	13	Receipts	about 1920s
27	14	Deposit register	about 1920s
28	1	Financial statements, Texas Commission on Higher Education materials, and other records	1950s
28	2	Salary reports, \$500 and over	1944 – 1945 to 1955 – 1956
28	3	Analysis of teaching salaries	1957 – 1958
28	4	Overhead proposal, years ended August 31, 1957 and 1958	1957 – 1958
28	5	Dormitory deposit detail	1954 – 1955
28	6	Cost analysis report to Commission on Higher Education, fiscal year ended August 31, 1957	1956 – 1957
28	7	Summary of Disbursements Legislative Budget Board	about 1951
28	8	Commission on Higher Education, Academic Program	1953 – 1954
28	9	Commission on Higher Education, Academic program financial records	1954 – 1955
29	o/s	Oversized financial statements, Texas Education Agency reports, and other materials	1950s – 1960s

