

**Morehead State University
Special Collections & Archives
Archives Accession Form**

Department or Office: Student Housing Office

Collection Title: Records, 1962-2012

Record Group Number: RG044-19-11

Date transferred: September 16, 2019

Processed by: Dieter C. Ullrich

Cataloged by: Dieter C. Ullrich

Date Listed: September 20, 2019

Date Span: 1962-2012

Size of Collection: 6.0 linear feet.

Number of Boxes: 10 letter size document cases.

Type of Material: Office files and records.

Condition of Material: Good.

Arrangement: Organized alphabetically by title of file folder; Chronological arrangement.

Historical Information: Office of Student Housing at Morehead State University was initially a duty assigned to the Business Agent of State Normal School during the 1920s. By the 1930s, it changed to the Business Office of the State Teachers College. It later became a department in Student Personnel Services in the 1960s and the Bureau of Student Affairs in 1970s. The department expanded and reorganized into the Office of Student Housing in 1985. Presently, the department provides quality, safe and secure facilities, that promotes student growth and development, fosters civic engagement and academic achievement while creating a community that encourages and supports diversity, self-exploration and individuality.

Scope and Content: Collection consist of office files and records retained by the Office of Student Housing at Morehead State University from 1962 to 2012. The office files include correspondence, departmental memorandums and newsletters, dormitory building plans, job descriptions, reports of residence hall renovation projects, student surveys, agendas and minutes of department and committee meetings, housing occupancy statistics and reports, and various program reports conducted by the Office of Student Housing.

Subject Headings / Descriptors:

Morehead State University. Office of Student Housing.

Morehead State University – History.

Student housing – Kentucky – Morehead.

Dormitories – Kentucky – Morehead.

College students – Kentucky – Morehead – Social life and customs.

Notes: The collection was transferred to the University Archives from the Office of Student Housing at the Alumni Tower in June and September of 2019. Meeting minutes from committees associated with the Office of Student Housing were scanned and added to the digital archives in July of 2019 (see https://scholarworks.moreheadstate.edu/housing_office/). Digitally born records were later added to the database.