

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

Department or Office: Office of the President

Collection Title: Office Files, 1923-1992

Record Group Number: RG019-22-05

Date transferred: No date of transfer registered; Transferred from Kentucky Underground Storage Inc. in November of 2020.

Processed by: Dieter C. Ullrich

Cataloged by: Dieter C. Ullrich

Date Listed: June 3, 2022

Date Span: 1923-1992 (bulk, 1984-1992)

Size of Collection: 36.5 linear feet.

Number of Boxes: 58 letter size document cases and 3 legal size document cases

Type of Material: Correspondence, memorandums, reports, surveys, newspaper clippings, press releases, and ephemera.

Condition of Material: Good.

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

Historical Information: The Office of President at Morehead State University dates to the founding of Morehead Normal School in the fall of 1887 when Frank C. Button and his mother Phebe Button served as administrators and teachers at the school. With the addition of more teachers and staff the administrator's title became 'Principal' in 1900. The job title remained until 1923 when Morehead State Normal School was established, and the title of 'President' became the official designation of the college's highest executive officer.

Scope and Content: Collection consists of the office files retained by the Office of the President of Morehead State University from 1984 to 1992, which include documents from 1923 to 1983. The collection contains correspondence, memorandums, reports, surveys, newspaper clippings, press releases, and ephemera retained by the President's Office during the administrations of Herb F. Reinhard, A. D. Albright, and C. Nelson Grote from 1984 to 1992. The files include correspondence between university administrators, faculty, staff, and students, along with political leaders from the local, State, and Federal government.

Subject Headings / Descriptors:

Morehead State University. Office of the President.

Albright, A. D., 1913-2009.

Reinhard, Herb F., 1930-2021.

Grote, Charles Nelson, 1928-2020.

Morehead State University – Presidents.

Morehead State University – History.

Morehead (Ky.) – History.

Notes: The collection was transferred back the University Archives from the underground storage facility in Wilmore, Kentucky on November 5, 2020, where it was housed since 1997.