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Nancy Jane Day

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**WINTHROP UNIVERSITY
LOUISE PETTUS ARCHIVES & SPECIAL COLLECTIONS**

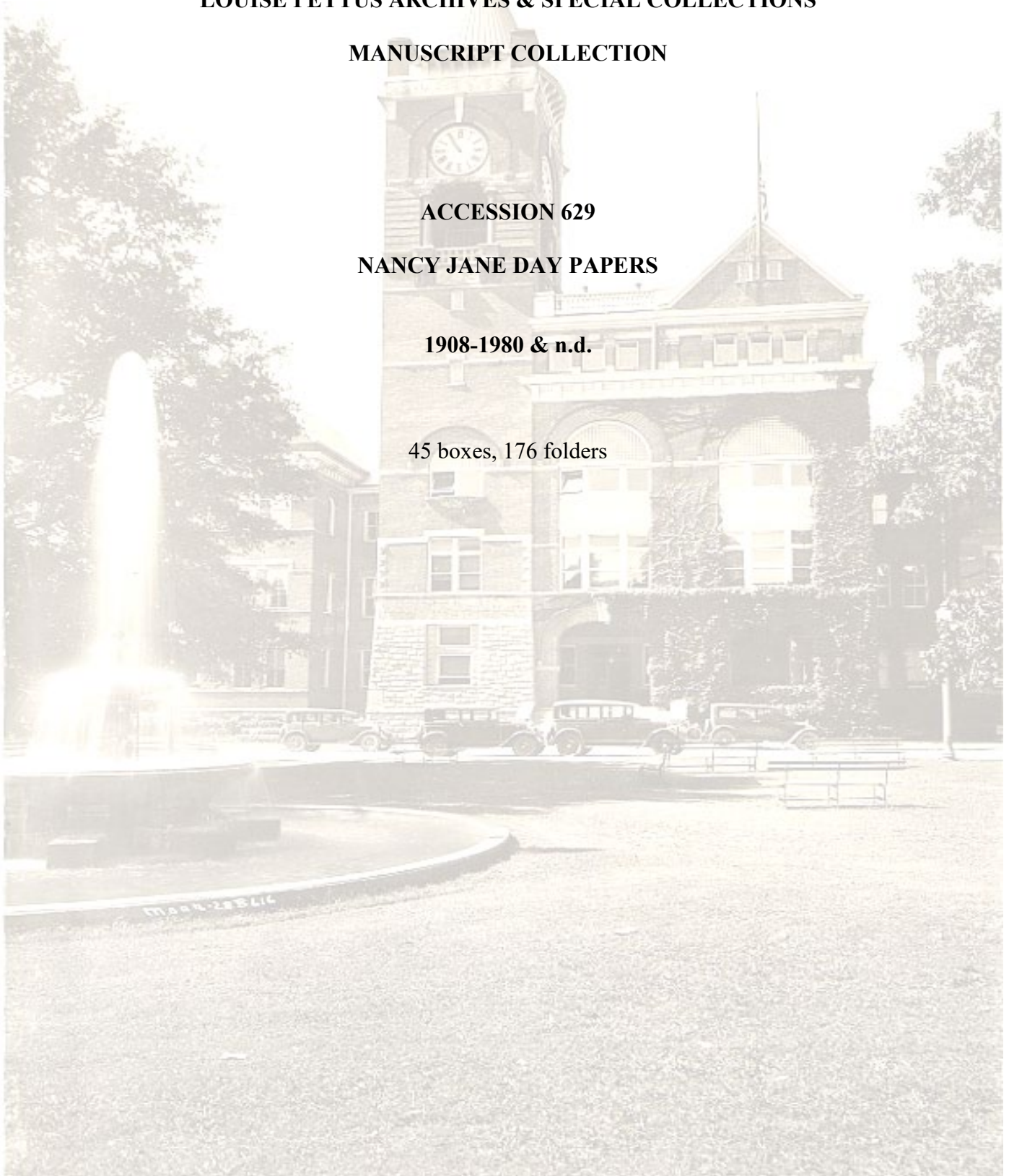
MANUSCRIPT COLLECTION

ACCESSION 629

NANCY JANE DAY PAPERS

1908-1980 & n.d.

45 boxes, 176 folders



**WINTHROP UNIVERSITY
LOUISE PETTUS ARCHIVES AND SPECIAL COLLECTIONS**

MANUSCRIPT COLLECTION

ACC. NO.: 629
ADDITIONS: __, __, __

PROCESSED BY: Alicia Cobb
DATE: May 10, 1996
NO. OF SECTIONS: 3

NANCY JANE DAY PAPERS

I

The papers of Nancy Jane Day were received by the Archives on January 28, 1985.

Linear feet of shelf space occupied: 11.25
Approximate number of pieces included: 22,500

Restrictions: Open to researchers under the rules and regulations of the Louise Pettus Archives & Special Collections at Winthrop University.

Literary Rights: A researcher wishing to quote for the publication from the records in the collection should seek permission from the Winthrop University Archives.

Scope and Content Note: **This collection consists of personal papers and professional papers of Nancy Jane Day. The personal papers include biographical information, correspondence, and photographs. The professional papers make up the bulk of the collection and include materials from the different organizations in which Miss Day was involved, such as, the American Library Association, American Association of School Librarians, South Carolina Library Association, South Carolina Education Association, and several others. Contained in the various series are correspondence, reports, agendas, minutes, programs, pamphlets, manuals, lists, rules, publications, handbooks, newspaper clippings, schedule, forms, applications, standards, newsletters, constitutions, by-laws, notices, directories, speeches, notes, guidelines, questionnaires, requirement, booklists, statistics, computer printouts, and various other materials.**

II

BIOGRAPHICAL DATA

NANCY JANE DAY

1905	Born, Pendleton, South Carolina
1925	B.A. in History, Furman University
1925-1930	Teacher in public schools, Winston Salem, North Carolina
1930-1933	Assistant librarian, Reynolds High School, Winston Salem, North Carolina
1933	B.S. in Library Science, Columbia South Carolina
1934-1935	Assistant librarian, Greenville (S.C.) Public Library
1935	Assistant librarian, Furman University
1935-1939	Assistant librarian, Florida State College for Women
1939-1943	Instructor of Library Science, Winthrop College
1943	M.A. in Library Science, University of Michigan
1943-1946	Assistant Professor, Emory University
1946-1949	Member of Executive Committee of Tennessee Valley Library Council for Southeastern States Cooperative Survey
1946-?	Supervisor of Library Services, S.C. Department of Education
1947	Director of Workshops, Winthrop College
1949-1953	American Library Association Council
1950	Director of Workshops, Madison College
1950	Instructor for summer session, University of North Carolina
1952	Instructor for post session, University of Southern California
1952-?	President, American Association of University Women
1952-1958	Board of Education for Librarianship
1953-1954	Fulbright lecturer, Chulalongkorn University
1954-1955	President, American Association of School Librarians
1954-1956	President, Southeastern Library Association
1960-1965	ALA-NEA Joint Committee
1961	President, South Carolina Library Association
1961-1965	American Library Association Council
1965-1966	President-Elect, National Education Association (NEA) for Supervision and Curriculum Development
1995	Died at Martha Frank Retirement Home

III

DESCRIPTION OF SERIES

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Series</u>	<u>Year(s)</u>
I) PERSONAL PAPERS			
1	1	BIOGRAPHICAL SKETCHES This series contains typed, printed, and other biographical information related to Miss Day's life. No arrangement.	1954, nd
1	1	PERSONAL CORRESPONDENCE This series contains letters, telegrams, invitations, and greeting cards sent to Nancy Jane Day. In chronological order.	1908, 1936, 1939, 1942-1944, 1949, 1951-1956, 1962, 1966, 1968, 1970- 1971, 1980, nd
1	1	CERTIFICATES, AWARDS, HONORS, AND MEMORABILIA This series contains various documents which Miss Day received throughout her life. No arrangement.	1925, 1942, 1947, 1952, 1954-1955, 1964-1965, 1967, 1971, 1975, 1977, 1979
1	2	PERSONAL PHOTOGRAPHS This series contains photographs and negatives related to Miss Day's personal life. No arrangement.	1917, 1947-1949, 1950, 1952-1954, 1958, 1960, 1962, 1964, 1965, 1969, 1972, nd
II) PROFESSIONAL PAPERS			
1	3	PROFESSIONAL PHOTOGRAPHS This series contains photographs and negatives related to Miss Day's career. The bulk of the material is from Miss Day's 1953-1954 trip to Thailand. No arrangement.	1946, 1950, 1953- 1955, 1967, 1970
2	4-5	AMERICAN LIBRARY ASSOCIATION: GENERAL CORRESPONDENCE This series contains letters written to and by Miss Day which relate to ALA business. There is much correspondence with Sara Reed and David Clift. In chronological order.	1949-1951, 1954- 1959, 1961-1965, 1967-1971, 1974

III

DESCRIPTION OF SERIES (cont.)

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Series</u>	<u>Year(s)</u>
2	6	AMERICAN LIBRARY ASSOCIATION: MEMBERSHIP, COMMITTEES, OFFICERS, AND AWARDS This series contains correspondence, reports, lists, and applications, related to ALA membership, committees, officers, nominations for officers, and awards. No arrangement.	1947-1956, 1960-1967, 1960-1967, 1969-1970, nd
2-3	7-8	AMERICAN LIBRARY ASSOCIATION: STATEMENTS, REPORTS, BYLAWS, MINUTES, RESOLUTIONS This series contains materials related to the organization and operation of the ALA. In chronological order.	1937, 1949, 1951, 1954-1957, 1960-1965, 1967-1969, nd
3	9-10	AMERICAN LIBRARY ASSOCIATION: ACCREDITATION MATERIALS This series includes correspondence, memoranda, reports, and statements which deal with the ALA's accreditation of various library education programs. In chronological order.	1951-1953, 1955-1957, 1961-1964, 1969, nd
3	11	AMERICAN LIBRARY ASSOCIATION: PUBLICATIONS Contains publications of the ALA including programs, the ALA Bulletin, and a newsletter. In chronological order.	1949, 1955, 1956, 1960-1962, 1969, nd
3-4	11-12	AMERICAN LIBRARY ASSOCIATION: BOARD OF EDUCATION FOR LIBRARIANSHIP REPRORTS This series contains the reports made by visiting committees about various college and university library education programs. Programs included are the following: University of Illinois, Louisiana State University, Simmons College, University of California, Rutgers University, University of Oklahoma, University of Wisconsin, Texas State College for Women, Syracuse University, University of Southern California, McGill University, Columbia University, University of North Carolina, and University of Denver. Chronological order.	1955-1957
4	13	AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS: GENERAL MATERIALS In this series are statements, agendas, reports, correspondence, lists, and articles generated by or for the AASL and pertaining to various activities of the organization. In chronological order.	1955-1956, 1961-1962, 1965-1966, 1968-1969, nd

III

DESCRIPTION OF SERIES (cont.)

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Series</u>	<u>Year(s)</u>
4	14	AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS: CONFERENCES, COMMITTEES, AND MEMBERSHIP This series contains materials related to AASL conferences, committees, committee meetings, general membership, and committee membership, including correspondence, memoranda, minutes and lists. In chronological order.	1950-1953, 1958, 1961, 1963, 1968, nd
4	15	AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS: SCHOOL LIBRARY STANDARDS This series deals with the AASL's attempts to improve school libraries across the through more rigid regulations as part of ALA accreditation. Materials include reports, agendas, statements, correspondence, applications, and proceedings. In chronological order.	1956-1962
5	16	SOUTH CAROLINA LIBRARY ASSOCIATION: GENERAL MATERIALS This series contains constitutions, by-laws, memoranda, reports, and programs, of the SCLA. In chronological order.	1949-1951, 1953, 1955-1957, 1959, 1961, 1963, nd
5	17	SOUTH CAROLINA LIBRARY ASSOCIATION: GENERAL CORRESPONDENCE The correspondence in this series deals with various topics, members, and officers of the SCLA. In chronological order.	1947, 1952-1954, 1956-1958, 1961, 1963-1965
5	18	SOUTH CAROLINA LIBRARY ASSOCIATION: COMMITTEES AND MEMBERSHIP This series deals with general SCLA membership, committees, and their activities. Materials include correspondence, reports, lists, minutes, and memoranda. In chronological order.	1948-1950, 1952- 1953, 1955-1957, 1959-1965, 1969, nd
5	19	SOUTH CAROLINA LIBRARY ASSOCIATION: MINUTES OF THE EXECUTIVE COMMITTEE These minutes are from meetings of the SCLA's executive committee, which were held four or five times a year. In chronological order.	1955-1962
5	20	SOUTH CAROLINA LIBRARY ASSOCIATION: PUBLICATIONS This series contains a copy of the SCLA periodical programs from several SCLA state conventions, and a draft of the SCLA handbook. In chronological order.	1940, 1952-1954, 1957-1959, 1962, 1964-1965,

III

DESCRIPTION OF SERIES (cont.)

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Series</u>	<u>Year(s)</u>
6	21	SOUTH CAROLINA EDUCATION ASSOCIATION: GENERAL MATERIALS Within this series are reports, meeting programs, article drafts, pay scales, and recommendations generated by and for the SCEA. In chronological order.	1937, 1946, 1948, 1950, 1952-1956, 1958-1959, 1962-1963, 1967, 1969, 1970
6	22-23	SOUTH CAROLINA ASSOCIATION: CORRESPONDENCE General correspondence to and from various SCEA officers and members. In chronological order.	1946-1960, 1963-1964, 1966-1969
6	24	SOUTH CAROLINA EDUCATION ASSOCIATION: MINUTES This series contains minutes from various meetings and divisions of the SCEA. In chronological order.	1953, 1967-1969
6	25	SOUTH CAROLINA EDUCATION ASSOCIATION: MISCELLANY The miscellany in this series includes programs, notes, pamphlets, and newspaper clippings related to the SCEA. In chronological order.	1942, 1946, 1949-1951, 1953-1956, 1958-1960, 1966, 1968-1969, nd
7	26	SOUTHEASTERN LIBRARY ASSOCIATION: GENERAL MATERIALS Most of these materials pertain to Miss Day's position on the SELA Handbook Committee. Contents include: correspondence, manuals, and reports. In chronological order.	1953-1954, 1956-1961, 1964, 1966-1968, 1970, 1972, 1976, nd
7	27	SOUTHEASTERN LIBRARY ASSOCIATION: PUBLICATIONS The publications in this series are mostly programs of SELA meetings, but there are also several pamphlets and rough drafts of the SELA handbook. In chronological order.	1948, 1950-1951, 1954, 1956, 1958, 1960, 1966
7	28	AMERICAN ASSOCIATION OF UNIVERSITY WOMEN: GENERAL MATERIALS This series pertains mostly to the S.C. division of the AAUW conventions. Types of materials include: correspondence, rules, minutes, by-laws, and reports. In chronological order.	1951-1953, 1957-1959, 1961, 1963, 1966-1968, nd

III

DESCRIPTION OF SERIES (cont.)

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Series</u>	<u>Year(s)</u>
8	29	AMERICAN ASSOCIATION OF UNIVERSITY WOMEN: PUBLISHED MATERIALS The series contains several programs from the S.C. division of the AAUW conventions and three copies of "The Palmetto Leaf," the S.C. AAUW newspaper. In chronological order.	1950-1953, 1958, 1962-1963, 1967
8	30	NATIONAL DEFENSE EDUCATION ACT The materials in this series deal with mostly with NDEA- sponsored summer institutes for advanced teacher training. Contains budgets, correspondence, handbooks, etc. In chronological order.	1961, 1964-1967, nd
8	31	NATIONAL EDUCATION ASSOCIATION- AMERICAN LIBRARY ASSOCIATION JOINT COMMITTEE Materials included in this series are correspondence, reports, lists, agendas, and minutes. In chronological order.	1955, 1960-1965, 1967, 1969, nd
8	32-33	LIBRARY EDUCATION DIVISION OF THE AMERICAN LIBRARY ASSOCIATION The materials in this series deal with the activities of the ALA's Library Education Division, and most date from 1962. Types of documents include correspondence, reports, programs, budgets, and minutes. In chronological order.	1957, 1961-1964, 1968, 1970, nd
9	34-36	SOUTHERN ASSOCIATION OF COLLEGES AND SECONDARY SCHOOLS Materials included in this series are minutes, memoranda, reports, publications, correspondence, standards, newsletters, and handbooks, concerning the Southern Association of Colleges and Secondary Schools and its committees. In chronological order.	1948-1965
10	37	U.S. DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE Materials in this series include correspondence, standards, lists, applications, reports, memoranda, forms, and conference schedules. In chronological order.	1959-1964, 1967- 1970, 1978-1979, nd

III

DESCRIPTION OF SERIES (cont.)

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Series</u>	<u>Year(s)</u>
10	38-40	S.C. HIGH SCHOOL LIBRARY ASSOICATION Materials in this series include newspaper clippings, correspondence, written script for a play, announcement, invocation, directories, duties of school librarians, handbooks, programs from meetings/conferences, notices, lists, minutes, constitution, application, and various papers relating to the S.C. High School Library Association. In chronological order.	1950-1958, 1961-1964, 1969-1970, nd
11	41-43	LISTS OF SCHOOL LIBRARIANS IN SOUTH CAROLINA This series contains many lists of school librarians, including their names, addresses, and countries. In chronological order.	1945-1956, 1959-1969, nd
12-14	44-65	SOUTH CAROLINA STATE LIBRARY SERVICES NEWSLETTERS Theses newsletters were sent out by the Library Services division of the State Department of Education. They contain various monthly information and news.	1946-1970
15	66-88	SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION: GENERAL MATERIALS This series contains reports, agendas, memoranda, lists, statements, pamphlets, and other general information. There are many papers pertaining to elementary school reports, enrollment, and attendance. There is information on audio-visual materials and selected textbooks. Also in this series are two bound booklets entitled <i>Requirements For Teacher Education and Certification</i> and <i>Factors Contributing to Selective Service Examinee Failure in South Carolina</i> . In chronological order.	1946, 1948-1971, nd
16	69-71	SOUTH CAROINA STATE DEPARTMENT OF EDUCATION: CORRESPONDENCE This series contains letters and memoranda relating to the S.C. Department of Education. In chronological order.	1948-1951, 1955-1970, nd
17	72	SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION: ACCREDITATION This series contains standards for accreditation applications, and reports from the S.C. Department of Education pertaining to accreditation. In chronological order.	1956-1960, 1963-1970

III

DESCRIPTION OF SERIES (cont.)

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Series</u>	<u>Year(s)</u>
17	73	<p>SOUTH CAROLINA STATE DEPARTMENT OF EDUCATION: HEALTH SERVICES</p> <p>This series contains health services guides that were given to school as a resource for teacher and for use in the study of family and community health. In chronological order.</p>	1960-1961, 1968
18	74-76	<p>CONFERENCES</p> <p>This series contains schedules, correspondence, agendas, written speech, lists, summaries, reports, programs, and pamphlets, pertaining to various conferences and workshops that Miss Day attended or was involved in. In chronological order.</p>	1946-1948, 1951-1952, 1955-1959, 1962-1964, 1966-1968, 1970, nd
19	77-80	<p>SOUTHERN STATES WORK CONFERENCES</p> <p>This series consists of reports, correspondence, lists, pamphlets, and memoranda, specifically relating to the Southern States work conferences. In chronological order.</p>	1947-1948, 1950-1951, 1953-1954, 1956-1962, nd
20	81-84	<p>SOUTH CAROLINA SCHOOL AND LIBRARY CONSTRUCTION</p> <p>The majority of this series consists of correspondence between Nancy Day and the South Carolina Educational Finance Commission, architects, and other people and organizations involved in the plans of building school libraries. Also included are lists of architects and engineers, and building plans (sketches) from the architects. In chronological order.</p>	1950, 1953-1968, nd
21	85-87	<p>WHITE HOUSE CONFERENCE ON EDUCATION</p> <p>This series contains reports, correspondence, newsletters, correspondence, newsletters, a handbook, speeches, programs, pamphlets, workbooks, journals, a newspaper, lists, and a transcript. These things are all related to the White House Conference on Education that Miss Day attended. In chronological order.</p>	1954-1956, 1962, 1965, 1967, nd
22	88-89	<p>CORRESPONDENCE WITH COLLEGES AND UNIVERSITIES</p> <p>This series consists of correspondence between Nancy Day and various colleges and universities concerning a variety of subjects. In chronological order.</p>	1946, 1948-1951, 1953-1959, 1961, 1963, 1965-1972, nd

III

DESCRIPTION OF SERIES (cont.)

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Series</u>	<u>Year(s)</u>
22	90	TITLE I The materials in this series all pertain to Title I. Included are lists of personnel employed under Title I, a fact sheet, and application for a grant, a booklet entitled <i>Suggested Procedures for Developing Title I Projects</i> , and other information relating to Title I. In chronological order.	1963-1964, 1968, nd
23	91-93	TITLE II The materials in this series all pertain to Title II. Included are minutes of the Joint Advisory Committee, guidelines and regulations, statement of purpose, memoranda, reports, Title II project application and instructions, and other information relating to Title II. In chronological order.	1965-1969, nd
23	94	TITLE III All of the materials in this series pertain to Title III. Included are lists of Title III ESEA regional directors, a drawing of S.C. Title III regions, a questionnaire (suggestions for improving schools under Title III), and a list of books related to foreign language in connection with Title III. No arrangement.	1969, nd
24	95-98	LISTS OF BOOKS FOR ELEMENTARY AND HIGH SCHOOL LIBRARIES This series contains lists of suggested books to be provided in elementary and junior and high school libraries. Many different areas of education are covered in these booklists, such as home economics, mathematics, physical education, international understanding, social maturity, religion, etc. Also included are lists of non-book materials, such as magazines and films. In chronological order.	1949, 1951, 1957, 1959-1960, 1962-1971, nd