



# **Rockefeller University records, Assistant Business Manager, Social Service records, Personnel, Series 5**

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Rockefeller Archive Center

15 Dayton Avenue  
Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

URL: <http://www.rockarch.org>

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## Summary Information

<b>Repository:</b>	Rockefeller Archive Center
<b>Creator:</b>	James, Henry, Jr.
<b>Creator:</b>	Jacobs, Walter A. (Walter Abraham), 1883-1967
<b>Creator:</b>	Flinn, Waldo R.
<b>Creator:</b>	Rockefeller University
<b>Creator:</b>	Pearce, Louise, b. 1886
<b>Creator:</b>	Flexner, Simon
<b>Creator:</b>	Barus, Maxwell
<b>Creator:</b>	Norris, James U.
<b>Creator:</b>	Greene, Jerome D.
<b>Creator:</b>	Bronk, Detlev W. (Detlev Wulf), 1897-1975
<b>Creator:</b>	Smith, Edric Brooks
<b>Creator:</b>	Cogger, John W.
<b>Creator:</b>	Brown, Wade H.
<b>Creator:</b>	Rockefeller Institute for Medical Research
<b>Title:</b>	Rockefeller University records, Assistant Business Manager, Social Service records, Personnel, Series 5
<b>ID:</b>	FA807
<b>Date [inclusive]:</b>	1936-1951
<b>Physical Description:</b>	9 box(es)
<b>Language of the Material:</b>	English

### Preferred Citation note

Information regarding the Rockefeller Archive Center's preferred elements and forms of citation can be found at <http://www.rockarch.org/research/citations.php>

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## Arrangement note

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The Assistant Business Manager records are arranged in multiple series:

Series 2: Correspondence

Series 3: Subject Files

Series 5: Social Service Records

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## File Plan note

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Former Classification: I 212-5

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## Administrative Information

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### Publication Statement

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

URL: <http://www.rockarch.org>

### Revision Description

### Conditions Governing Access note

Series 5: Restricted.

## Conditions Governing Use note

RAC users must abide by all applicable provisions of United States copyright law. Reproduction/duplication of archival items is routinely provided in accordance with “fair use”. If the RAC does not hold copyright for an archival collection, or items within a collection, it is the users’ responsibility to contact the copyright holder, or make a fair effort to do so, prior to publication.

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## Controlled Access Headings

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- Health insurance
- Tryparsamide
- Patent medicines
- Vivisection
- Civil defense
- Wages -- Accounting
- James, Henry, Jr.
- Rockefeller Institute for Medical Research. War Demonstration Hospital
- Jacobs, Walter A. (Walter Abraham), 1883-1967
- Flinn, Waldo R.
- Rockefeller University
- Pearce, Louise, b. 1886
- Flexner, Simon
- Barus, Maxwell
- Norris, James U.
- Greene, Jerome D.
- Bronk, Detlev W. (Detlev Wulf), 1897-1975
- Smith, Edric Brooks
- Merck & Co
- Cogger, John W.
- Brown, Wade H.
- Rockefeller Institute for Medical Research

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## Other Finding Aids

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FA013 Rockefeller University records, Assistant Business Manager, Subject Files, Series 3

FA806 Rockefeller University records, Assistant Business Manager, Correspondence, Series 2

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## Physical Characteristics and Technical Requirements note

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Materials requiring specialized equipment for access (film, audio, video, slides) may be closed to research dependent on availability of the applicable equipment

Brittle or damaged items, or materials otherwise in need of preservation care, may be closed to researchers at the discretion of the RAC Head of Archival Services/Head of Reference.

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## Collection Inventory

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### Social Service Records, 1936-1951

Physical Description: 9 box(es)

#### Biographical/Historical note

During the early years of the RIMR, personnel matters were handled by the business manager. After the end of Simon Flexner's tenure as director, and with the arrival of Waldo Flinn as assistant business manager, the assistant business manager's office began to manage these matters. In 1955, a personnel supervisor was appointed.

#### Arrangement note

Arranged chronologically and alphabetically within each group of years.

Conditions Governing Access note:

#### Conditions Governing Access note

Restricted from scholarly access: Personnel records.

#### Scope and Contents note

Includes payroll information forms, medical examination of applicant forms, as well as memoranda and correspondence.

Title/Description	Instances
A-C, 1936-1944	box 1
<u>Conditions Governing Access:</u>	

## Conditions Governing Access

Restricted from scholarly access - personnel records.

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T-Z, 1947-1951 box 1

Conditions Governing Access:

### Conditions Governing Access

Restricted from scholarly access - personnel records.

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D-K, 1936-1944 box 2

Conditions Governing Access:

### Conditions Governing Access

Restricted from scholarly access - personnel records.

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L-R, 1936-1944 box 3

Conditions Governing Access:

### Conditions Governing Access

Restricted from scholarly access - personnel records.

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S-Z, 1936-1944 box 4

Conditions Governing Access:

### Conditions Governing Access

Restricted from scholarly access - personnel records.

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A-Z, 1945 box 5

Conditions Governing Access:

### Conditions Governing Access

Restricted from scholarly access - personnel records.

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A-D, 1947-1951 box 6

Conditions Governing Access:

### Conditions Governing Access

Restricted from scholarly access - personnel records.

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E-J, 1947-1951 box 7

Conditions Governing Access:

### Conditions Governing Access

Restricted from scholarly access - personnel records.

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K-M, 1947-1951 box 8

Conditions Governing Access:

## **Conditions Governing Access**

Restricted from scholarly access - personnel records.

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N-S, 1947-1951

box 9

Conditions Governing Access:

## **Conditions Governing Access**

Restricted from scholarly access - personnel records.

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