



# Rockefeller University records, Business Manager, Annual Reports, Series 4

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Describing Archives: A Content Standard

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

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<b>Repository:</b>	Rockefeller Archive Center
<b>Creator:</b>	Rockefeller University
<b>Creator:</b>	Rockefeller Institute for Medical Research
<b>Title:</b>	Rockefeller University records, Business Manager, Annual Reports, Series 4
<b>ID:</b>	FA809
<b>Date [inclusive]:</b>	1909-1963, 1969-1970
<b>Physical Description:</b>	9.6 Cubic Feet 8 standard record storage boxes.
<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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## Scope and Contents

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Contains bursar reports, expenditures, financial summaries, monthly reports, and budgets.

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## File Plan note

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Former Classification: I 210-4

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## Administrative Information

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### Publication Statement

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15 Dayton Avenue

Sleepy Hollow 10591

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

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

### Revision Description

### Processing Information

Minimal Processing, some materials remain in original file folders and boxes.

### Conditions Governing Access note

Open for scholarly research.

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## Controlled Access Headings

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- Vivisection
- Biochemistry
- Cell and biomolecular sciences
- Medicine, Preventive
- Hospitals
- Operations management
- Biology -- Research
- Medical technology
- Medical research
- Life sciences
- Prevention and health
- Rockefeller University
- Rockefeller Institute for Medical Research

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## Other Finding Aids

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FA811 Rockefeller University records, Business Manager, Henry James Subject Files, Series 1.

FA808 Rockefeller University records, Business Manager, Correspondence, Series 2.

FA137 Rockefeller University records, Business Manager, Subject Files, Series 3.

FA810 Rockefeller University records, Business Manager, Budget Histories, Series 7.

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## Collection Inventory

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### Annual reports, 1909-1963, 1969-1970

#### Scope and Contents note

Title varies: Report, Annual report, Financial statement, Manager's report and 1962/1963 Annual report of the Director of the Budget and Special Services.

Made up of reports from Assistant Business Manager, Bursar, Personnel Supervisor, Librarian, Publications Office and the administrators of various auxiliary services and actions taken by the Board of Scientific Directors and the Board of Trustees.

Includes endowments and additions to endowments; grants reports on changes in personnel and scientific staff, welfare service and Workmen's Compensation. Includes reports on improvements and. construction in buildings and grounds and new property under construction. Includes Annual reports of Press, Journals, Library, Bursar's reports of receipts, expenditures and valuations paged in separately for each year including yearly valuation schedule.

Various charts showing growth, distribution of expenditures, increases in mailing lists of Journals and Studies. Many photographs of buildings and interiors of buildings.

Starting 1956/1957 includes Budget authorizations and expenditures. Title varies: Report, Annual report, Financial statement, Manager's report and 1962/1963 Annual report of the Director of the Budget and Special Services.

Made up of reports from Assistant Business Manager, Bursar, Personnel Supervisor, Librarian, Publications Office and the administrators of various auxiliary services and actions taken by the Board of Scientific Directors and the Board of Trustees.

Includes endowments and additions to endowments; grants reports on changes in personnel and scientific staff, welfare service and Workmen's Compensation. Includes reports on improvements and. construction in buildings and grounds and new property under construction. Includes Annual reports of Press, Journals, Library, Bursar's reports of receipts, expenditures and valuations paged in separately for each year including yearly valuation schedule.

Various charts showing growth, distribution of expenditures, increases in mailing lists of Journals and Studies.  
Many photographs of buildings and interiors of buildings.

Starting 1956/1957 includes Budget authorizations and expenditures.

### **Arrangement note**

Arranged in chronological order.

### **File Plan note**

Former Classification: I 210-4

### Processing Information note:

### **Processing Information note**

Processed by LRH, March 1988

### Conditions Governing Access note:

### **Conditions Governing Access note**

Restricted from scholarly access pending further processing. Material 25 years old or older will be available for scholarly research once processing is completed.

<b>Title/Description</b>	<b>Instances</b>	
Financial Statements, 1909-1920	box 1	folder 1-15
Financial Statements, 1910-1917	box 7	folder 7-10
Financial Statements, 1917-1921	box 8	folder 1-3
Financial Statements, 1919-1928	box 2	folder 1-12
Financial Statements, 1924-1935	box 8	folder 4
Financial Statements, 1928-1939	box 3	folder 1-11
Financial Statements, 1931-1939	box 8	folder 5-6
Financial Statements, 1939-1948	box 4	folder 1-10
Financial Statements, 1948-1955	box 5	folder 1-14
Financial Statements, 1955-1960	box 6	folder 1-11
Financial Statements, 1960-1963	box 7	folder 1-4
Financial Statements, 1969-1970	box 7	folder 5-6

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