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Guide to the Staff Employees Association records

Staff Employees Association of the University of San Diego

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Guide to the Staff Employees Association records

Overview of the Collection

Title: Staff Employees Association records

Dates: 1988-1996

Creator: Staff Employees Association of the University of San Diego

Quantity: 1 box (.5 linear feet)

Summary: The records of the Staff Employees Association include meeting minutes, memoranda, event flyers, and surveys documenting the functions of the Staff Employees Association during the 1990s. These records show SEA efforts to improve campus parking policies and financial assistance as well as to plan events for staff.

Identification: USDA_2008_013

Language: English

Repository: [University of San Diego, Archives and Special Collections](#)
Copley Library
5998 Alcalá Park
San Diego, CA 92110
Telephone: 619-260-2730
spcoll@sandiego.edu

Historical Note

The Staff Employees Association of the University of San Diego was organized in 1976 as a communication link between University staff and administration. All staff employees were automatically members of the Staff Employees Association (SEA), but board members, committee members and representatives conducted the key functions of the organization. Sixteen areas of the University were represented by twenty-five members. Committees studied such issues as employee benefits, tuition assistance, and the campus parking policy. Committees also planned events

such as the annual Employee Recognition Picnic. Per the SEA Constitution, the organization would be governed by a Board of Officers consisting of a President, Vice President, Secretary, Treasurer and not less than twelve elected representatives. The association dissolved in the mid-2000s.

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Scope and Content Note

The records of the Staff Employees Association include meeting minutes, memoranda, event flyers, and surveys documenting the functions of the Staff Employees Association during the 1990s. Also included are the SEA Constitution, a brief history, and issues of the employee newsletter, *The Alcalá View*. These records show SEA efforts to improve campus parking policies and financial assistance as well as to plan events for staff.

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Arrangement

These records are arranged in alphabetical order.

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Restrictions

These records are open for research.

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Related Material

Additional issues of *The Alcalá View*, the University of San Diego employee newsletter dated 1974-2006, are available in the University Archives.

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Index Terms

This collection is indexed under the following headings in the online catalog. Researchers desiring materials about related topics, persons, or places should search the catalog using these headings.

Staff Employees Association of the University of San Diego
University of San Diego
San Diego (Calif.)
employee activities and societies
employees

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Administrative Information

Preferred citation

[Folder Title], Box # Folder #, Staff Employees Association records, Copley Library, University of San Diego, Archives and Special Collections.

Processing Information

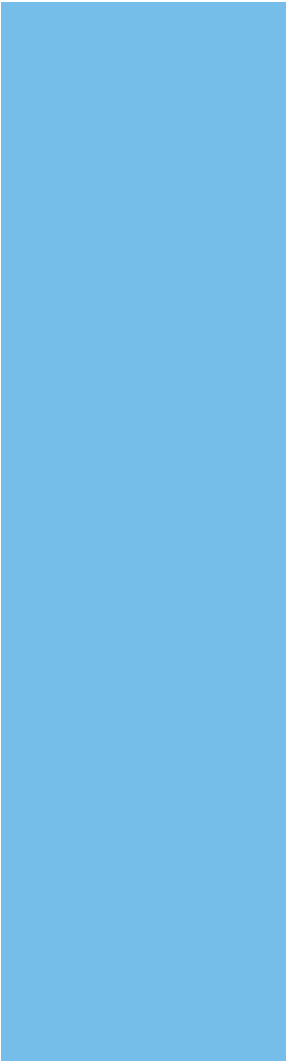
These records were processed by Tessie Camina in 2008.

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Detailed Description of the Collection

Box Folder

- 1 1 Administrator of the Year Award [Ed Deroche], 1991
- 2 Constitution, 1990
- 3 Constitution, 1993
- 4 Events - Various, 1992
- 5 Events - Various, 1993
- 6 Events - Various, 1994
- 7 Events - Various, 1995
- 8 Events - Various, 1996
- 9 History, undated
- 10 Meetings, 1988
- 11 Meetings, 1989
- 12 Meetings, 1990

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- 13 Meetings, 1991
 - 14 Meetings, 1992
 - 15 Meetings, 1993
 - 16 Meetings, 1994
 - 17 Meetings, 1995
 - 18 Meetings, 1996
 - 19 Membership Lists, 1988-1991
[Lists of board members, committee members and representatives.]
 - 20 Memoranda, 1988
 - 21 Memoranda, 1989
 - 22 Memoranda, 1990
 - 23 Memoranda, 1991
 - 24 Memoranda, 1992
 - 25 Memoranda, 1993
 - 26 Memoranda, 1994
 - 27 Publication - Alcalá View [Employee Newsletter], 1991, 1993
 - 28 Surveys [Financial Assistance Program], undated
 - 29 Surveys [Parking Program], 1990
 - 30 Surveys [Social Committee], 1996