

CANADIAN UNIVERSITY MUSIC SOCIETY FONDS (MUS 194)

Preliminary Processing Report

Date(s) of Accession: September 1990

Inclusive Dates: 1965-1988

Description: Charter, constitutions, by-laws; minutes and reports; correspondence; financial statements; grants; membership lists; conference programs; lectures by musicologists; brochures, pamphlets and bulletins.

Restrictions: None

Duplicates removed: 16 cm

Dimension: 1.14 m of textual records

Boxing: Feb. 28-March 3, 1992; 147 folders; 6 boxes (upright)

André Williot
March 3, 1992



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM
DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS
D'ARCHIVES

Title of Fonds/Titre du fonds

CANADIAN UNIVERSITY MUSIC SOCIETY

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 1941990-5

Box Number/Numéro de boîte

1

Dimension

20 cm

Restrictions

None

Medium/Support

 Recorded Sound Audiovisual Machine Readable Photographic Enregistrement Sonore Audiovisuel Ordinolingue Photographique Paper

Other:

 Papier

Autre:

Date of/de description Feb. 28, 1992	Signature	Page 1 of/de 1
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
1	Rules.	1 cm	1972-1975
2	Constitution.	4 items	1982
3	Guidelines.	1 item	1981
4	Minutes - Board meeting, Executive Committee; correspondence.	1 cm	1975-1977
5	Membership list - individual; correspondence.	1 cm	1977
6	Correspondence - Humanities Research Council of Canada.	0.5 cm	1975
7	Correspondence - Liaison.	0.5 cm	1975
8	Minutes - Executive Committee; financial statements.	1 cm	1973-1975
9	Guidelines for directors; correspondence - Canadian Federation for the Humanities, Learned Societies.	2 cm	1979-1980
10	Correspondence - Learned Societies.	0.5 cm	1979
11	Minutes - Executive Committee, Board of Directors, General Assembly.	0.5 cm	1980
12	Minutes, membership lists, reports.	1 cm	1972-1975
13	CAUSM - Conference; press releases - Learned Societies.	1 cm	1978-1979

14	Inventory of syllabus.	1 item	1976
15	General Assembly - Executive Committee.	0.5 cm	1977
16	General Assembly - Executive Committee.	0.5 cm	1977
17	General Assembly - Executive Committee.	0.5 cm	1978
18	Meetings - Executive Committee.	0.5 cm	1978
19	Correspondence.	0.5 cm	1978-1979
20	Canadian Federation for the Humanities - correspondence.	0.5 cm	1978-1979
21	Canada Council - press releases.	0.5 cm	1977-1979
22	Minutes - General Assemblies, Board, Executive Committee; correspondence.	1.5 cm	1975-1979
23	Correspondence - press releases.	1 cm	1969-1983
24	Minutes - General Assemblies, Executive Committee, financial statements.	0.5 cm	1975-1977
25	General correspondence.	2 cm	1979-1983
26	Minutes - Executive Committee.	0.5 cm	1976



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Box Number/Numéro de boîte

2

Dimension

20 cm

Restrictions

None

Medium/Support

 Recorded Sound Audiovisual Machine Readable Photographic Enregistrement Sonore Audiovisuel Ordinolingue Photographique Paper

Other:

 Papier

Autre:

Date of/de description Feb. 28, 1992	Signature	Page 1 of/de 2
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
27	Minutes - Executive Committee, General Assembly.	2 items	1975-1976
28	Minutes - CUMS, Conseil Écoles membres.	0.5 cm	1982
29	Correspondence - Executive Committee reports.	0.5 cm	1982
30	Correspondence , press releases - CBC.	0.5 cm	1982
31	Minutes - General Assembly.	0.5 cm	1982
32	Correspondence - Executive Committee.	0.5 cm	1982
33	CUMS - Conference.	0.5 cm	1982
34	Meeting - Executive Committee.	0.5 cm	1977
35	Meeting - Executive Committee; correspondence.	0.5 cm	1979
36	General correspondence.	2.5 cm	1976-1977
37	Meeting - Conseil Écoles membres.	0.5 cm	1977
38	General Assembly.	0.5 cm	1979
39	Membership list - individuals.	0.5 cm	1977
40	Minutes - Executive Committee.	0.5 cm	1978

41	Membership list - individuals.	0.5 cm	1978
42	Minutes - Conseil Écoles membres.	0.5 cm	1977
43	Press releases - Canadian Conference of the Arts.	0.5 cm	1977
44	Conference.	0.5 cm	1978
45	General correspondence.	3 cm	1973-1975
46	Score; Annual Conference.	0.5 cm	1984
47	Minutes - General Assembly; scores.	1 cm	1983
48	Studies - Conference.	0.5 cm	1982
49	Studies - Programmes.	1.5 cm	1979
50	Studies - Conference.	0.5 cm	1973
51	Humanities Research Council of Canada - Bulletins, minutes, correspondence.	1 cm	1977-1978
52	Correspondence - Conference.	1 cm	1972



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File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)
MUS 194 1990-5

Box Number/Numéro de boîte Dimension
2 20 cm

Restrictions
None

Medium/Support
Recorded Sound Audiovisual Machine Readable Photographic
Enregistrement Sonore Audiovisuel Ordinolingue Photographique
Paper Other:
[Paper checked] Autre:

Table with 3 columns: Date of/de description (Feb. 28, 1992), Signature, Page 2 of/de 2

Table with 4 columns: FOLDER CHEMISE, DESCRIPTION, CM, DATE(S). Contains rows for folders 53-59 with descriptions like 'Correspondence - Executive Committee' and dates like '1972', '1976', '1981', '1980-1982'.



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CANADIAN UNIVERSITY MUSIC SOCIETY

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 1941990-5

Box Number/Numéro de boîte

3

Dimension

20 cm

Restrictions

None

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic
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Paper
 Papier

Other:
 Autre:

Date of/de description Feb. 28, 1997	Signature	Page 1 of/de 2
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
60	Executive Committee - meeting, correspondence.	0.5 cm	1978
61	Constitution - amendments.	1 item	1977
62	Meeting - Committee on program evaluation.	0.5 cm	1978
63	Receipts.	0.5 cm	1978
64	Correspondence - Conference on programs.	0.5 cm	1978
65	Program of CUMS (CAUSM/ACEUM).	0.5 cm	1978
66	FCSC - memos.	0.5 cm	1978
67	CCRH - memos, bulletins.	3 cm	1975-1976
68	CCRH - memos, bulletins.	2 cm	1975-1976
69	Correspondence.	1 cm	1975-1977
70	Membership list - individuals.	0.5 cm	1975-1976
71	General Assembly - minutes; Executive Committee - meeting.	0.5 cm	1976
72	General Assembly - minutes.	0.5 cm	1976

73	General Assembly - minutes.	0.5 cm	1983
74	Conference - CUMS; Learned Societies - minutes.	0.5 cm	1983
75	Executive Committee - minutes, correspondence.	0.5 cm	1983
76	SSHRCC - program of aid, memo, correspondence.	0.5 cm	1982-1983
77	CAUSM - HRCC - correspondence, memos.	1.5 cm	1974-1975.
78	HRCC - memos, correspondence.	0.5 cm	1975
79	Annual Conference - program.	0.5 cm	1977
80	General Assembly - minutes, memo, correspondence.	0.5 cm	1977
81	Executive Committee - minutes, correspondence.	0.5 cm	1977
82	Constitution (CCRH/HRCC).	0.5 cm	1975
83	Membership list.	0.5 cm	1976-1977
84	Board of Directors - minutes.	0.5 cm	1977
85	Meeting - General Assembly.	0.5 cm	1977
86	Membership.	0.5 cm	1970, n.d.



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File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 194**1990-5**

Box Number/Numéro de boîte

3

Dimension

20 cm

Restrictions

None

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic
 ___ Enregistrement Sonore ___ Audiovisuel ___ Ordinolingue ___ Photographique

Paper
 Papier

Other:
 Autre:

Date of/de description March 2, 1992	Signature	Page 2 of/de 2
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
87	Constitution - miscellaneous.	0.5 cm	n.d.
88	Conference - minutes, correspondence, program, financial statements.	0.5 cm	1969
89	Membership list.	0.5 cm	1966
90	Constitution, membership list.	0.5 cm	1965
91	Correspondence.	0.5 cm	1970
92	Assembly - questionnaire, membership list, financial statements, minutes, correspondence.	0.5 cm	1970
93	Assembly - minutes, memo, correspondence, financial statements.	0.5 cm	1971
94	Assembly - minutes; membership list, financial statements.	0.5 cm	1967
95	Assembly - minutes; membership list, financial statements.	0.5 cm	1968
96	Correspondence, financial documents.	1 cm	1985



MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM
DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS
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File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 194**1990-5**

Box Number/Numéro de boîte

4

Dimension

20 cm

Restrictions

None

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic
 ___ Enregistrement Sonore ___ Audiovisuel ___ Ordinolingue ___ Photographique

Paper
 Papier

Other:
 Autre:

Date of/de description March 2, 1992	Signature	Page 1 of/de 1
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
97	SSHRCC memo; writing (draft).	0.5 cm	1985
98	Canadian Federation for the Humanities - memo, budget.	0.5 cm	1986
99	SSHRCC - annual report, bulletin.	0.5 cm	1984-1985
100	Winnipeg Annual Meeting - travel grant, correspondence.	1.5 cm	1986
101	Correspondence, publication, memo.	0.5 cm	1986-1987
102	CAUSM Conference (McGill) - score, letter, brochure.	0.5 cm	[1972]
103	CAUSM Conference (Wilfrid Laurier) - scores, programs, texts of conferences.	0.5 cm	1977
104	CAUSM Conference - texts of conferences, correspondence.	0.5 cm	1979
105	CAUSM Conference (U. of Saskatoon) - texts of conferences, programs.	2 cm	1979
106	CAUSM Conference (UQAM) - texts of conferences, programs, minutes of General Assembly.	2 cm	1980
107	CUMS Conference (Dalhousie) - constitution, program, scores and texts.	1 cm	1981
108	CUMS Conference (Ottawa) - CFH Bulletin, minutes, scores and texts.	1 cm	1982



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MUS 194**1990-5**

Box Number/Numéro de boîte

5

Dimension

20 cm

Restrictions

None

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic
 ___ Enregistrement Sonore ___ Audiovisuel ___ Ordinolingue ___ Photographique

Paper
 Papier

Other:
 Autre:

Date of/de description March 2, 1992	Signature	Page 1 of/de 1
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
115	Financial documents, correspondence.	1.5 cm	1985-1986
116	Annual Conference - minutes of General Assembly, programs, correspondence.	1 cm	1985-1987
117	Minutes of assemblies, financial statements, correspondence.	1 cm	1985-1986
118	Reports, inventory of syllabus.	0.5 cm	1976-1980
119	CFH - grant for information trip, correspondence.	1 cm	1977-1981
120	Financial documents, correspondence.	2 cm	1981-1983
121	Financial documents, correspondence.	0.5 cm	1981
122	General correspondence, minutes of executive committee.	1 cm	1981-1982
123	Financial documents.	1 cm	1982-1987
124	Travel and grants, correspondence.	3 cm	1981-1985
125	Bank statements.	2 cm	1979-1981
.126	Financial statements.	0.5 cm	1975-1981
127	Financial documents (Bulletin).	0.5 cm	1979-1981
128	Financial documents.	0.5 cm	1979-1981



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File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 194**1990-5**

Box Number/Numéro de boîte

6

Dimension

20 cm

Restrictions

None

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic
 ___ Enregistrement Sonore ___ Audiovisuel ___ Ordinolingue ___ Photographique

Paper
 Papier

Other:
 Autre:

Date of/de description March 3, 1992	Signature	Page 1 of/de 1
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
132	Financial documents, correspondence.	0.5 cm	1983-1984
133	Financial documents (publications), correspondence.	0.5 cm	1982-1984
134	Membership list, correspondence.	0.5 cm	1982-1984
135	Financial documents (directory).	0.5 cm	1983
136	Financial documents.	1 cm	1981-1985
137	Financial documents.	0.5 cm	1983-1985
138	Financial statements, correspondence.	0.5 cm	1983-1985
139	Financial documents, correspondence, program of 1985 Annual Conference.	1 cm	1983-1985
140	Press releases, general correspondence.	2 cm	1979-1985
141	SSHRC - travel grant, correspondence.	0.5 cm	1981
142	Account ledger.	0.5 cm	1985-1988
143	Account ledger.	1 cm	1979-1981
144	Financial documents.	1 cm	1982-1987
145	Financial documents.	1 cm	1981-1987

CANADIAN UNIVERSITY MUSIC SOCIETY FONDS (MUS 194)

Preliminary Processing report

Date of Accession: August 28, 1997

Inclusive Dates: 1983-1993

Description: Inventory of archives; minutes of annual general meetings, of Executive Committee and of Board of Directors meetings; correspondence of presidents; financial statements; membership lists; directory.

Restrictions: None

Duplicates Removed: 0.5 cm

Documents Transferred: 1 cm of newsletters and brochures

Dimension: 20 cm of textual records

Boxing: Sept. 17, 1997; 19 folders; 1 box (upright)

Jeannine Barriault
October 10, 1997

**MUSIC DIVISION - ARCHIVE'S PRELIMINARY PROCESSING FORM****DIVISION DE LA MUSIQUE - BORDEREAU DE TRAITEMENT PRÉLIMINAIRE DES DOCUMENTS D'ARCHIVES**

Title of Fonds/Titre du fonds

CANADIAN UNIVERSITY MUSIC SOCIETY

File Code of the Fonds (Accession Number)/Cote de fonds (Numéro d'acquisition)

MUS 194**1997-25**

Box Number/Numéro de boîte

1

Dimension

20 cm

Restrictions

None

Medium/Support

Recorded Sound Audiovisual Machine Readable Photographic Printed
 Enregistrement Sonore Audiovisuel Ordinolingue Photographique Imprimé

Paper

 Papier _____

Other:

Autre: _____

Date of/de description Sept. 17, 1997	Signature	Page 1 of/de 1
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FOLDER CHEMISE	DESCRIPTION	CM	DATE(S)
1	Inventory of CUMS archives.	1 item	[1990]
2	Minutes of general assemblies, Executive Committee, Board of Directors.	1 cm	1983-1990
3	Minutes of general assemblies, Executive Committee, Board of Directors.	1 cm	1991-1993, n.d.
4	Correspondence of presidents.	1 cm	1988-1991
5	Correspondence of presidents.	1 cm	1991-1994
6	Financial statements.	0.5 cm	1985-1993
7	Application for grants.	0.5 cm	1985-1993
8	Conferences: call for papers, abstracts, reports, budgets, correspondence.	1 cm	[1991-1993]
9	Conferences: call for papers, abstracts, minutes of Annual Assembly, programme, correspondence.	1 cm	1987-1988
10	Conferences: minutes of committees and Board of Directors, correspondence, papers (Helmut Blume), statements, budgets.	2 cm	1991-1992
11	Conferences: papers, correspondence.	1.5 cm	1985, 1990-1993
12	Membership: correspondence, lists, invoices.	1.5 cm	1986-1993
13	Membership: mailed-in forms.	2 cm	1988-1989
14	Membership: lists, renewals.	2 cm	1988-1989
15	Membership: lists.	1 cm	1990, n.d.
16	Directory: lists.	1.5 cm	1991-1993
17	Directory: correspondence, lists.	1 cm	1991-1993
18	Directory: lists.	2 cm	1992
19	CUMS stationary.	2 items	n.d.