

Record Group 6A, President: Stephanie Pace Marshall

Stephanie Pace Marshall was the founding president of the Illinois Mathematics and Science Academy and her papers cover the years from 1986 to 2007 inclusive. The collection in this archive only includes a small portion of the materials that relate to her time at IMSA. Those of her records that fall under the state requirement for state agencies are or will be held in Springfield, others are held by her, and some are currently held elsewhere on campus. Since there are often multiple copies of documents, articles etc. copies of the same material may be in multiple places.

The collection here is organized as follows

0. Introduction to the collection. A short narrative will briefly describe the organization and content of the named collection. Let me note here that everything is filed in chronological order with the oldest first.

[Stephanie Pace Marshall Collection](#)

1. Biography and Photographs. All materials including print and manuscript materials about Dr. Marshall will be filed here. Only photographs of the president herself will be included, though with an occasional exception. Photographs that include others will typically be filed elsewhere. Images from an event, for instance, would be filed under that event.

[Stephanie Pace Marshall Photographs](#)

2. Correspondence. The correspondence has been further subdivided into three sub-categories:
a. External. Correspondence with parties outside the institution to and from Dr. Marshall will be included here.
b. Internal. Typically memos or emails to and from individual members of the faculty or staff are included here.
c. Near-print. Included here are all mass mailings to internal or external groups.

3. Manuscript Materials. This includes speeches, notes etc. that are not in print or near-print and written by Dr. Marshall.

[Stephanie Pace Marshall Speeches](#)

4. Print Materials. This includes documents written by Dr. Marshall, except books or dissertations that are stored elsewhere.

[Stephanie Pace Marshall Publications](#)

5. Board of Trustees and State Government Materials. This includes a variety of documents. [However, anything that falls under the record keeping rules for state agencies is elsewhere or also elsewhere.]

6. Budget and Personnel Materials. Again this includes a variety of documents but nothing that belongs in the H.R. or Business Office files. [See also the caveat above regarding required record keeping.]
7. Conferences and Retreats. Dr. Marshall organized retreats and participated in conferences, not all at IMSA. This material includes schedules of events, remarks made by Dr. Marshall and others, as well as materials, generally selected by her, for participants to read.
8. Miscellaneous Material. Documents that do not seem to fit the above categories are included here.

Record Group 6B, President: Glenn “Max” McGee, Ph.D.

Max McGee was IMSA’s second president from 1 July 2007 to 30 June 2013. This collection covers those years. Those of his records that fall under the state requirement for state agencies are or will be held in Springfield, and some may be held elsewhere on campus. Since there are often multiple copies of documents, copies of the same material may be held in multiple places.

The collection here is organized as follows

0. Introduction to the collection. A short narrative will briefly describe the organization and content of the named collection. Let me note here that everything is filed in chronological order with the oldest first. Please note in this collection there is one box and the numbers are folder numbers.

[Works of Glenn “Max” McGee, Ph.D.](#)

1. Biography and Photographs. All materials including print and manuscript materials about Dr. McGee will be filed here. Only photographs of the president himself will be included, though with an occasional exception. Photographs that include others will typically be filed elsewhere. Images from an event, for instance, would be filed under that event.
2. Correspondence. The correspondence has been further subdivided into three sub-categories:
 - a. External. Correspondence with parties outside the institution to and from the president will be included here. [VACANT]
 - b. Internal. Typically memos or emails to and from individual members of the faculty or staff are included here. [VACANT]
 - c. Near-print. Included here are all mass mailings to internal or external groups.
3. Manuscript Materials. This includes speeches, notes etc. that are not in print or near-print and written by Dr. McGee.
4. Print Materials. This includes documents written by Dr. McGee, except books or dissertations that are stored elsewhere.
5. Board of Trustees and State Government Materials. This includes a variety of documents. [However, anything that falls under the record keeping rules for state agencies is elsewhere or also elsewhere.]
6. Budget and Personnel Materials. Again this includes a variety of documents but nothing that belongs in the H.R. or Business Office files. [See also the caveat above regarding required record keeping.]
7. Conferences and Retreats. [VACANT]

8. Miscellaneous Material. Documents that do not seem to fit the above categories are included here.

Record Group 6C, President: Catherine Veal

Cathy Veal served as interim and third president beginning 1 July, 2013 and ending 15 September, 2014. (She continued her employment at IMSA until her retirement 30 June 2013.) The papers included in this collection cover a longer period than her time as interim president. At this time, not all the categories described below include documents as indicated by each description.

The collection here is organized as follows:

0. Introduction to the collection. A short narrative will briefly describe the organization and content of the named collection. Let me note here that everything is filed in chronological order with the oldest first. Please note in this collection there is one box and the numbers are folder numbers.
1. Biography and Photographs. All materials including print and manuscript materials about Ms. Veal will be filed here. Only photographs of the president herself will be included, though with an occasional exception. Photographs that include others will typically be filed elsewhere. Images from an event, for instance, would be filed under that event.
2. Correspondence. The correspondence has been further subdivided into three sub-categories:
 - a. External. Correspondence with parties outside the institution to and from the president will be included here. [VACANT]
 - b. Internal. Typically memos or emails to and from individual members of the faculty or staff are included here. [VACANT]
 - c. Near-print. Included here are all mass mailings to internal or external groups.
3. Manuscript Materials. [VACANT]
4. Print Materials. [VACANT]

[IMSA360: Spring 2014](#)
5. Board of Trustees and State Government Materials. [VACANT]
6. Budget and Personnel Materials. [VACANT]
7. Conferences and Retreats. [VACANT]
8. Miscellaneous Material. Documents that do not seem to fit the above categories are included here. [VACANT]

Record Group 6D, President: Jose Torres, Ph.D.

Jose Torres became the fourth and current president of the Illinois Mathematics and Science Academy on 15 September 2014. This collection is open and not all types of documents have yet been collected.

The collection here is organized as follows:

0. Introduction to the collection. A short narrative will briefly describe the organization and content of the named collection. Let me note here that everything is filed in chronological order with the oldest first. Please note in this collection there is one box and the numbers are folder numbers.

[Works of Jose Torres, Ph.D.](#)

[President's Office](#)

1. Biography and Photographs. All materials including print and manuscript materials about Dr. Torres will be filed here. Only photographs of the president himself will be included, though with an occasional exception. Photographs that include others will typically be filed elsewhere. Images from an event, for instance, would be filed under that event.

[Personal Reflections](#)

2. Correspondence. The correspondence has been further subdivided into three sub-categories:
- External. Correspondence with parties outside the institution to and from the president will be included here.
 - Internal. Typically memos or emails to and from individual members of the faculty or staff are included here. [VACANT]
 - Near-print. Included here are all mass mailings to internal or external groups.
3. Manuscript Materials. This includes speeches, notes etc. that are not in print or near-print and written by Dr. Torres.

[Keynotes, Speeches, and Lectures](#)

4. Print Materials. This includes documents written by Dr. Torres, except books or dissertations that are stored elsewhere.

[Publications & Research](#)

[President's Report](#)

5. Board of Trustees and State Government Materials. This includes a variety of documents. [However, anything that falls under the record keeping rules for state agencies is elsewhere or also elsewhere.]

Diversity & Inclusion

6. Budget and Personnel Materials. Again this includes a variety of documents but nothing that belongs in the H.R. or Business Office files. [See also the caveat above regarding required record keeping.] [VACANT]
7. Conferences and Retreats. [VACANT]
8. Miscellaneous Material. Documents that do not seem to fit the above categories are included here.

Record Group 7: Personnel

The collection here is organized as follows

0. Introduction to the collection. A short narrative will briefly describe the organization and content of the named collection. This collection was originally named “Personnel and Planning.”
1. *ANNEX: July 1, 1985-June 30, 1988 Assorted files: personnel, maintenance, repair*
2. *ANNEX: Jan-Dec 1986 Assorted files, as received*
3. *ANNEX: Jan-Dec 1986 Assorted files, as received*
4. *ANNEX: Strategic Planning notebooks: 1989; 1990-1995 Strategic & action plans*
5. *ANNEX: July 1, 1985--June 30, 1988, & undated*
6. Strategic Planning notebooks: 1989; 1990
- 6A. Strategic Planning, Action Team 1: Sue Eddins’ math examples (See Binders).
- 6B. Strategic Planning Materials from 1989-1997.
[Strategic Plan: 1990-1995](#)
- 6C. Strategic Planning Updates and Plans from 1992-2012.
- 6D. Strategic Planning Overviews, Advisors, and Reports from 1986-2007.
- 6E. Sample Portfolio, Competency Based Compensation, Sue Eddins Materials
7. Research files for C.J Hatcher’s Thesis
8. C.J. Hatcher’s Dissertation and Notes
[The Illinois Mathematics and Science Academy: A Case Study of the Creation of an Organizational Culture](#)
9. Personnel Directories, Handbooks, Profiles
10. C.A.D.R.E.

[C.A.D.R.E.](#)

11. *ANNEX: Personnel and Planning*

12. *ANNEX: As received*

13. *ANNEX: [VACANT]*

14. *ANNEX: Graduation Files*

15. Human Resources (Formerly Personnel & Planning)

[Human Resources Publications and Research](#)

Record Group 8: Communications

The collection here is organized as follows

0. Introduction to the collection. A short narrative will briefly describe the organization and content of the named collection. Everything is filed in chronological order with the oldest first. News releases, when available, in later years, are filed in the relevant time frame.
1. NOVA 1986-2003
 - [NOVA 1990 Winter](#)
 - [NOVA 1998-99 Fall-Winter](#)
 - [NOVA 1999 Summer](#)
2. IMSA360 Materials
 - [IMSA360: Spring 2012](#)
3. Brochures, Timelines, and other Various Communications
4. Drafts of First Annual Reports 1986-1987
5. Profiles and IMSA at a Glance
6. [Vacant]
7. [Vacant]
8. Press Clippings: 1986-1987
9. Press Clippings: Fall 1987
- 10A. Press Clippings: January-November 1988
- 10B. Press Releases: 2000-2007
- 10C. Press Releases: 2007-2008
- 11A. Press Clippings: 1982-1987
- 11B. Press Clippings: June-December 1987

- 11C. Press Clippings: 1987-1991
- 11D. Press Clippings: 1992-1994
- 12. Press Clippings: 1995
- 12A. Press Clippings: 1996
- 12B. Press Clippings: 1997
- 12C. Press Clippings: 1998
- 12D. Press Clippings: 1999
- 12E. Press Clippings: 2000
- 13A. Press Clippings: 2001
- 13B. Press Clippings: 2002
- 13C. Press Clippings: 2003
- 13D. Press Clipping: 2004
- 13E. Press Clippings: 2005
- 13F. Press Clippings: 2006
- 13G. Press Clippings: 2007
- 13H. Press Clippings: 2008
- 13I. Press Clippings: 2009-2012
- 14. [Vacant]
- 15. [Vacant]
- 16. [Vacant]
- 17. *ANNEX: 10th Anniversary*
- 18. Assorted Clippings: 1986-1991
- 19. Photographs of Staff 1992-1993 [and unknown years]

20. *ANNEX: Files 1994-1995 [categories as received]:*
21. Assorted Print Materials: 1989-2001
22. Assorted Photos/Negatives Slides by Event [as received]
23. Team IMSA E-News Briefs
24. IMSA Gala Photos and Other Photos of Staff/Faculty and Students from 2001-2002
25. Miscellaneous from Communications Office: Items 1-8
26. [Vacant]
27. [Vacant]
28. [Vacant]

Record Group 9: Business and Finance

Director: Gregg Worrell, 1986-1996; Bill Fritz, 1997-2004; Mr. Fritz became VP for Strategic Resources/Chief Financial Officer (2001-2004); Patrick Furlong (2004-2013)
Includes Supervisor of Facilities/Construction, Tim Klomhaus (1986-2012)

The collection here is organized as follows

0. Introduction to the collection. A short narrative will briefly describe the organization and content of the named collection. Everything is filed in chronological order with the oldest first.

[Publications and Research](#)

1. This box contains budgets, construction records, insurance correspondence, and other miscellaneous forms from the years 1986-2008
2. This box contains budgets, facilities correspondence, insurance correspondence, and legal correspondence from 1989-2011