



6-22-2021

Meehan Inauguration Documentation: Finding Aid

Bethany Latham

Jacksonville State University, blatham@jsu.edu

Follow this and additional works at: https://digitalcommons.jsu.edu/lib_ac_findaid



Part of the [Higher Education Commons](#), and the [United States History Commons](#)

Recommended Citation

Latham, Bethany, "Meehan Inauguration Documentation: Finding Aid" (2021). *Finding Aids*. 13.
https://digitalcommons.jsu.edu/lib_ac_findaid/13

This Article is brought to you for free and open access by the Special Collections at JSU Digital Commons. It has been accepted for inclusion in Finding Aids by an authorized administrator of JSU Digital Commons. For more information, please contact digitalcommons@jsu.edu.

Meehan Inauguration Documentation | Finding Aid

Summary Information

Repository

Houston Cole Library
Alabama Gallery, 10th Floor
700 Pelham Road North
Jacksonville, AL 36265-1602
256.782.8195

Creator

Houston Cole Library

Title

The Inauguration of Dr. William A. Meehan

Date

1984-1986

Extent

1 box, 6 folders

Background Information

Scope and Content Note

This collection (cataloged on Bib #598497) contains documentation related to the inauguration of JSU's 11th President, Dr. William Arthur Meehan (president 1999-2015), which occurred on 7 February 2000. Meehan attended Jacksonville State University as a student, graduating in 1976 with a degree in biology. He began his career in 1977 teaching anatomy and biology at JSU; Meehan later rose through several different positions with the University, including Associate Vice-president for Academic and Student Affairs, before being named president in 1999.

Meehan's administration was noted for a variety of building projects, mostly notably Stadium Tower, later re-named William Meehan Hall in his honor. Meehan's term also saw the University have the highest average ACT score for incoming freshmen in the history of the institution. During his term in 2011, the University also added its first doctoral program.

(Sources: Information found in the materials and "Presidential History" article from the JSU Office of the President website.)

Arrangement

This collection is arranged with in subject-based folders:

- Box.
 - *Folder 1: Investiture Ceremony DVD*
 - *Folder 2: Invitations & Programs*
 - *Folder 3: Budget*

- *Folder 4: Guest Lists*
- *Folder 5: Correspondence*
- *Folder 6: Minutes*

Administrative Information

Access and Use

This collection is open to researchers under the guidelines set out in the *Houston Cole Library Policy and Procedures Manual*, Alabama Gallery section. Please consult the policy for specific instructions.

The materials are the property of Jacksonville State University and are intended for non-commercial use. Materials may be copied for research, teaching, personal, or any fair use as defined by U.S. copyright law. Materials may not be altered in any way. Users of these materials are asked to acknowledge Jacksonville State University. For questions or further information about usage rights, please contact the Library's Digital Projects & Special Collections Department at 256.782.8195.

Preferred citation

Inauguration of Dr. William A. Meehan, Houston Cole Library.

Provenance

The provenance of these items is unknown; they were likely archived with the Library at the time of Dr. Meehan's inauguration in 2000.

Processing Information

Arranged and described by Bethany Latham, 2021.

Inventory by Alisha Cantrell, 2021.

Physical Condition

All items are in good condition.

Related Materials

Jacksonville State University Photographic Collection (Bib #835328)

Container Contents and Collection Inventory

BOX, Folder 1 | Investiture Ceremony DVD

<i>Item</i>	<i>Title/Description</i>	<i>Date</i>
1	DVD. Investiture Ceremony video recording of President William A. Meehan	7 Feb 2000

BOX, Folder 2 | Invitations and Programs

<i>Item</i>	<i>Title/Description</i>	<i>Date</i>
1	Invitation. (1) Presidential Inauguration red folder invitation for all activities (non-delegate) with accompanying mailing envelope (2) Insert for Schedule of Inaugural Events (3) Insert for directions (3) R.S.V.P. card insert with addressed envelope	7 Feb 2000
2	Invitation. (1) Presidential Inauguration red folder invitation for all activities (delegate) with accompanying mailing envelope (2) Insert for Schedule of Inaugural Events (3) Insert for directions (3) R.S.V.P. card insert with addressed envelope (4) President/Delegate Response Insert	7 Feb 2000
3	Student Invitation. Cream postcard Schedule of Inaugural Events (sent to all registered students)	7 Feb 2000
4	Invitation to Gala. Cream cardstock invitation to Inaugural Gala (sent to student ushers, SGA, presidents of student organizations)	7 Feb 2000
5	Program. Red cover unpagged program to the Presidential Inauguration of William A. Meehan	7 Feb 2000
6	Program. Red cover unpagged program to the Presidential Inauguration of William A. Meehan (duplicate copy)	7 Feb 2000
7	Invitation. (1) Presidential Inauguration red folder invitation for all activities (non-delegate) with accompanying mailing envelope (2) Insert for Schedule of Inaugural Events (3) Insert for directions (3) R.S.V.P. card insert with addressed envelope (duplicate copy)	7 Feb 2000

BOX, Folder 3 | Budget

<i>Item</i>	<i>Title/Description</i>	<i>Date</i>
1	Purchasing System Budget Manager's Report	28 Oct 1999
2	PO #24770 to Emblem & Badge for presidential medallion	23 Nov 1999
3	PO #25053 to Commercial Printing for invitations	6 Dec 1999
4	PO # 25480 to Metro Mail Services, Inc. for mailing of invitations	21 Dec 1999
5	Consulting Contract #84563 to Teresa Stricklin for performing national anthem at investiture ceremony	21 Jan 2000
6	Invoice from JSU Print Ship for printing of VIP passes	21 Jan 2000
7	Invoice from JSU Print Shop for printing of Inaugural Gala student invitations	24 Jan 2000
8	PO #26102 to Gadsden Times for advertisement	24 Jan 2000
9	PO #26103 to Jacksonville News for advertisement	24 Jan 2000
10	PO #26104 to Anniston Star for advertisement	24 Jan 2000

11	PO #26217 to American Awards for presidential medallion presentation box	27 Jan 2000
12	PO #26240 to Memory Garden Flowers for floral arrangements for stage and corsages	27 Jan 2000
13	PO #26282 to Higginbotham, Inc. for printing of programs	31 Jan 2000
14	PO #26293 to Marriott for refreshments in dressing rooms	1 Feb 2000
15	PO #26384 to Anniston Star for advertisement	2 Feb 2000
16	PO #26383 to Rev. John Holloway for honorarium for prayer	2 Feb 2000
17	PO #26391 to Traffic Signs for inaugural gala signs	2 Feb 2000
18	PO #26410 to Village Photographers for photographs at gala	3 Feb 2000
19	PO #26424 to Heirlooms for guest registry books for reception and gala *NOTE: Food for reception and gala were paid for by private contributions and JSU Foundation	4 Feb 2000

BOX, Folder 4 | Guest Lists

<i>Item</i>	<i>Title/Description</i>	<i>Date</i>
1	President's Inaugural Committee Guest List (2 copies)	undated
2	Gamecock Club Membership List	14 Sept 1999
3	List of Names of Campus Individuals and Box Numbers	undated
4	Guest List for Investiture Ceremony	undated
5	List of Names of JSU Related Individuals and Addresses	undated
6	Academic Procession – Investiture Ceremony	undated
7	Guest List for Inaugural Gala	undated
8	Presidential Inauguration February 7, 2000 Total Guests Expected	21 Jan 2000
9	Mayor and City Council Members City of Jacksonville, Alabama	26 Oct 1999
10	Memorandum from Henry J. Hector to Presidents and Chancellors of Public Colleges and Universities	24 Sept 1999
11	Retirees Name and Address List	5 Nov 1999
12	(1) Letter from Sherry Kingcade, Alumni Relations Director at Midwestern State University, to Chairman of Inaugural Committee (2) Fax RSVP from Mac Roberts, Alabama Department of Transportation Director, to Ms. Sherry Taylor (3) Letter from Commissioner Gregory Sankey to Inaugural Committee (4) Hand written address for Don Earley (5) Post-it notes (6) Letter from Fort Hays State University President Edward H. Hammond to Inauguration Committee (7) Letter from University of Northern Colorado President Hank Brown to Inaugural Committee (8) Email from Linda Love to Pam Stinson	10, 11, 17, 20, 25, 26 Jan 2000
13	JSU Religious Group Addresses with Employee Names and Addresses	6 Jan 2000
14	List of Sodexo Marriott Services personnel to be invited to inauguration	7 Jan 2000
15	List of JSU SGA Presidents 1946-2000 Names and Addresses	10 Jan 2000
16	City of Jacksonville, Alabama Department Heads and Department Managers, Names and Addresses List	11 Jan 2000
17	List of JSU Gadsden Names and Addresses	12 Jan 2000
18	List of Joint Powers Authority personnel to be invited to inauguration	12 Jan 2000
19	List of JSU ROTC Dept Names and Addresses	12 Jan 2000
20	List of Senate and House of Representatives Members with Addresses	Undated

21	Hand-written addresses for Kate McWhorter and Hon George Hendrix	Undated
22	Anniston-Calhoun County Fort McClellan Development Joint Powers Authority	10 Jan 2000
23	Hand-written address for Hon Jaelr Page and Mayor Steve Means	Undated
24	Fax and List of JSU Military Science Names and Addresses for guest list	10 Jan 2000
25	Hand-written addresses for Vincent Early and Eric Freeman	undated
26	Typed list of names and addresses for guest list	undated
27	College of Nursing and Health Sciences MSM Advisory Board Members	undated
28	College of Nursing and Health Sciences BSN Advisory Board Members	undated
29	List of DSA Names and Addresses	undated
30	Hand-written addresses for Kay Smith and Judge and Mrs. Randall Cole	undated
31	List of names and addresses	10 Jan 2000
32	President's Inaugural Committee February, 2000 Inauguration, Name and Address List	undated
33	SW Advisory Board List of Names and Addresses	5 Jan 2000
34	List of Jacksonville Laboratory Names	10 Jan 2000
35	Hand-written address for Mr. and Mrs. Lamar Denkins	undated
36	List of Faculty Resignations Since 1998-1999 Names and Addresses	undated
37	CCBA Business Advisory Council List of Names and Addresses	undated
38	Higher Education Governmental Affairs Council List of Names and Addresses	4 Jan 2000
39	Typed List of Names and Addresses	undated
40	Hand-written list of names and addresses on notebook paper	undated
41	List of Solutia and Westinghouse Names	3 Jan 2000
42	Email from Nila Nabors to Pam Stinson regarding addresses	4 Jan 2000
43	Email from Patsy Frost to Pam Stinson regarding addresses requested	4 Jan 2000
44	Hand-written names and addresses on notebook paper	undated
45	Hand-written names and addresses for Casey Cox, Jef Tipton, and Michael Williams	undated
46	Typed Lists of Names and Addresses	undated
47	List of personnel at Aerospace Development Center	7 Jan 2000
48	Photocopied pages from Higher Education Directory used for obtaining addresses for delegates	undated
49	(1) List of American Association of State Colleges and Universities Member Presidents and Chancellors (2) Trans America Athletic Conference List	9 Jul 1999
50	List of Delta Chi Members Names and Addresses	undated
51	List of JSU Board of Trustees Names and Addresses	undated
52	List of JSU Alumni Association Board of Governors	undated
53	List of 1999 JSU Foundation Board of Directors	19 Aug 1999
54	List of Alabama Commission on Higher Education Commission Members	undated
55	List of State Board of Education Members, Names and Addresses	22 Oct 1999
56	List of EARPDC Employees, Names and Addresses	undated
57	Photocopied pages from State of Alabama City and County Schools Publication, School Boards Highlighted	undated
58	Memorandum from Keron Forte to Pam Stinson, Names and Addresses of Alabama Department of Postsecondary Education employees	9 Nov 1999
59	Membership Roster for The Exchange Club of Jacksonville, Alabama	30 Oct 1999

60	Membership List for Jacksonville Kiwanis Club	12 Oct 1999
----	---	-------------

BOX, Folder 5 | Correspondence

Item	Title/Description	Date
1	Memorandum from William D. Carr to Inaugural Committee regarding suggestions for future inaugural committees	18 Feb 2000
2	(1) Memorandum from Sgt. Shawn Giddy to all U.P.D. Personnel regarding Inaugural Gala (2) Memorandum from Sgt. Shawn Giddy to all U.P.D. Personnel regarding Inaugural celebration and Investiture Ceremony (3) Memorandum from Sgt. Shawn Giddy to all U.P.D. Personnel regarding security for equipment in coliseum over weekend	10 Jan 2000, 1 Feb 2000
3	Letter from W. David Watts, Vice President for Academic and Student Affairs and Chair for President's Inaugural Committee, to Margaret Gunter, Montgomery, AL	22 Feb 2000
4	Letter from David T. Childress, Faculty Marshall, to Mary Cheatwood, Office of Student Affairs	17 Feb 2000
5	Letter from David T. Childress, Faculty Marshall, to Audrey Smelley	17 Feb 2000
6	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Ken Bodiford, Director of Bands, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
7	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Kathy Cabron, Acting Registrar, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
8	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Dr. William Carr, Dean, College of Graduate Students and Continuing Education, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
9	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Jerry Chandler, Assistant Professor of Communication, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
10	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Terry Casey, Director Student Activities, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
11	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Dr. Ted Childress, Professor of History, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
12	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Chief Nelson Coleman, Director of Public Safety, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
13	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Dr. Alice Cusimano, Associate Vice President for Academic and Student Affairs and Director of Enrollment Services, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000

14	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Connie Edge, Director of Alumni Affairs, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
15	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Alger Harris, Director of Information Services, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
16	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Jack Hopper, Assistant to the President, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
17	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Gene Howard, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
18	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Tim Huddleston, Governor's Advisor for Aerospace Affairs, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
19	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Don Killingsworth, SGA President, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
20	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Joe Serviss, Director of Institutional Development, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
21	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Dr. Jerry L. Smith, Mayor for City of Jacksonville, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
22	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Don Thacker, Vice President for Administrative and Business Affairs, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
23	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Keith Thomas, Coordinator TV Production, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
24	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Evin Thompson, Manager University Telecommunications, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
25	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Carlton Ward, Professor of Drama, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
26	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to David Zeigler, Director of Multicultural Services, regarding minutes of February 18 President's Inaugural Committee meeting	22 Feb 2000
27	Letter from President William A. Meehan to The Honorable Don Siegelman, Montgomery, Alabama	9 Feb 2000

28	Letter from Gene L. Howard to Dr. William Meehan	8 Feb 2000
29	Letter from Jerry L. Smith, Mayor of City of Jacksonville, to Pam Stinson	15 Feb 2000
30	Form letter from W. David Watts, Vice President for Academic and Student Affairs, thanking participants for helping make President Meehan's Inauguration and Investiture Ceremony a success [49 letters]	9 Feb 2000
31	Memorandum from Terry Casey, Director of Student Activities, to Inauguration Ushers regarding Inauguration Schedule	31 Jan 2000
32	Authorization for JSU Sponsored Activity form signed by Terry W. Casey	undated
33	Form letter from W. David Watts, Vice President for Academic and Student Affairs, thanking participants for helping make President Meehan's Inauguration and Investiture Ceremony a success [56 letters]	9-11 Feb 2000
34	Memorandum from Alice N. Cusimano to JSU Emeriti Faculty/Administrators regarding Presidential Investiture Ceremony with Attachment A – Ceremony Diagram, Attachment B – Ceremony Processional, and Attachment C – Ceremony Recessional	1 Feb 2000
35	Monday – Friday 8:00am – 4:00pm schedule; Names written in pencil	undated
36	President's Inaugural Committee February, 2000 Inauguration; Name and Address List	undated
37	Photocopy article about the Presidential Medallion	undated
38	President's Inaugural Committee Guest List	undated
39	Email from William Carr to David T. Childress and Ken Bodiford regarding Inaugural Program	28 Oct 1999
40	Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to President William A. Meehan and Don Thacker, Vice President for Administrative and Business Affairs	14 Oct 1999
41	Memorandum from Mike Hathcock, Chief Engineer of TV Services, to Keith Thomas, Production Coordinator of TV Services, regarding on campus television broadcasts	5 Nov 1999
42	Form memorandum from W. David Watts, Vice President for Academic and Student Affairs, sent to all members of the President's Inaugural Committee regarding minutes of November 5, 1999 meeting and notification of next meeting [21 memorandums]	3 Nov 1999
43	Form memorandum from W. David Watts, Vice President for Academic and Student Affairs, sent to all members of the President's Inaugural Committee regarding minutes of December 7, 1999 meeting and notification of next meeting [21 memorandums]	7 Dec 1999
44	(1) Memorandum from W. David Watts, Chairman Presidential Inaugural Committee, to Concerned Parties regarding rehearsal for Investiture Ceremony (2) Investiture Rehearsal Schedule (3) Inauguration Inclement Weather Plan	31 Jan 2000
45	Memorandum from Ted Childress, Faculty Marshal, to Participating Faculty regarding Presidential Investiture Ceremony with Attachment A – Ceremony Diagram, Attachment B – Ceremony Processional, and Attachment C – Ceremony Recessional, Attachment D – Parking Plan	28 Jan 2000
46	Form letter from W. David Watts, Vice President for Academic and Student Affairs, to JSU Board of Trustees members [8 letters]	27 Jan 2000
47	Vita for John William Holloway	21 Jan 2000

48	Letter from Dr. Ted Childress, Faculty Marshal, to Dr. David Watts, VPAA, regarding U.S. Army R.O.T.C. participation in the Presidential Inauguration	20 Jan 2000
49	Letter from W. David Watts, Vice President for Academic and Student Affairs, to Dr. Theron Montgomery regarding leading the faculty processional	18 Jan 2000
50	Letter from W. David Watts, Vice President for Academic and Student Affairs, to Dr. Harold J. McGee regarding leading the faculty processional	18 Jan 2000
51	(1) Letter from W. David Watts, Vice President for Academic and Student Affairs, to Mrs. Teresa Stricklin regarding singing the National Anthem at the Investiture Ceremony (2) consulting contract	18 Jan 2000
52	Email from Linda Love to Pam Stinson regarding regrets from Bill Bibb	18 Jan 2000
53	Email from David Watts to Kathy Cambron regarding chairs for stage at investiture	17 Jan 2000
54	Email from Kathy Cambron to Pam Stinson regarding chairs for ceremony	17 Jan 2000
55	Letter from Beverly Ferguson-Riggins, Coordinator of Clinical Experiences, to Dr. David Watts, Vice President for Academic and Student Affairs	13 Jan 2000
56	Form letter from W. David Watts, Vice President for Academic and Student Affairs, to all members serving on President Meehan's Inaugural Committee regarding the first committee meeting [19 letters]	11 Oct 1999
57	President's Inaugural Committee February, 2000 Inauguration, Name and Address List	undated
58	Completed Monday – Friday 8:00am – 4:00pm schedule sent to all members of the President's Inaugural Committee [12 schedules]	undated
59	Memorandum from Don Thacker, Vice President Administrative and Business Affairs, to Dr. David Watts, Vice President Academic and Student Affairs, regarding Inaugural Committee	1 Oct 1999
60	Form letters with attached schedule forms sent to all members of the Presidential Inaugural Committee [19 letters and forms]	30 Sept 1999
61	Sample form letter with attached schedule form	28 Sept 1999
62	(1) Hand-written reply from President Meehan (2) Memorandum from W. David Watts, Vice President for Academic and Student Affairs, to Dr. William A. Meehan, President regarding inauguration (3) Email from W. David Watts to Bill Meehan regarding Inauguration Committee appointments	24, 28 Sept 1999

BOX, Folder 6 | Miscellaneous

<i>Item</i>	<i>Title/Description</i>	<i>Date</i>
1	Hand-written note from B. Turner to Dr. Alice Cusimano, Associate Vice President for Academic and Student Affairs, attached to red JSU folder	undated
2	Program. Red cover unpagged program to the Presidential Inauguration of William A. Meehan with attached VIP parking seating pass with hand-written program schedule	7 Feb 2000
3	Ceremony Invitation. (1) Presidential Inauguration red folder invitation for all activities (delegate) with accompanying mailing envelope (2) Insert for Schedule of Inaugural Events (3) Insert for directions (3) R.S.V.P. card insert with addressed envelope (4) President/Delegate Response Insert	7 Feb 2000

4	VIP Parking/Seating Pass. (1) Sample with hand-written note on back describing where passes were placed (2) Slip of paper from Inaugural Committee to recipients with instructions for using reserved parking and seating passes	7 Feb 2000
5	Inaugural Committee Reception Invitation. Cream invitation sent to Inaugural Committee members before reception held at the President's Home with accompanying mailing envelope	7 Feb 2000
6	(1) Attachment A – Ceremony Diagram (2) Attachment B – Ceremony Processional (3) Attachment C – Ceremony Recessional (4) Attachment D – Ceremony Parking Plan (5) Ceremony Academic Procession List of Participants (6) List of Delegates	undated
7	(1) Attachment A – Ceremony Diagram (2) Attachment B – Ceremony Processional (3) Attachment C – Ceremony Recessional (4) Attachment D – Ceremony Parking Plan (5) Ceremony Academic Procession List of Participants (6) List of Delegates	undated
8	(1) Ceremony Academic Procession List of Participants (2) List of Delegates (3) Updated Ceremony Academic Procession List of Participants	2 Feb 2000
9	(1) Memorandum from Ted Childress, Faculty Marshal, to Participating Faculty regarding investiture ceremony (2) Attachment A – Ceremony Diagram (3) Attachment B – Ceremony Processional (4) Attachment C – Ceremony Recessional (5) Attachment D – Ceremony Parking Plan (6) Ceremony Academic Procession List of Participants	undated
10	Email from David Watts to Academic Council Members and Others regarding investiture	3 Jan 2000
11	List of Media Contacts for Presidential Inauguration	7 Feb 2000
12	Considerations for Future Investiture Ceremonies	undated
13	Metro Mail and Printing Notes	undated
14	Email from David Watts to Academic Council Members and Others regarding investiture [duplicate]	3 Jan 2000
15	Draft copies of VIP Parking/Seating Passes	undated
16	Photocopy invitation for preview performance of Overture for the Inauguration of JSU President William Meehan	31 Jan 2000
17	Memorandum from William D. Carr to Inaugural Committee regarding suggestions for future inaugural committees	18 Feb 2000
18	(1) sample of carnival linen cover, 80 lb., red with accompanying post-it note (2) sample of carnival linen cover, 80 lb., soft white with accompanying post-it note	undated
19	(1) Usher card (2) Attachment A – Ceremony Diagram on cardstock (3) Map to Stephenson Hall on cardstock (4) sample red ribbon	undated
20	Information printed from website about Inauguration of The University of North Carolina President with two accompanying post-it notes	23 Jul 1999
21	Information printed from website about the 1997 Inaugural Speecy at George Mason University	23 Jul 1999
22	Typed note from Dave Merriss to Dr. Watts, attached to black Army ROTC folder	10 Nov 1999

23	(1) Information printed from American Council on Education website regarding Academic Costume Code and Ceremony Guide (2) accompanying post-it note	undated
24	(1) Information printed from the University of Minnesota website regarding Inauguration Traditions (2) accompanying post-it note	23 Jul 1999
25	(1) Information printed from the University of Minnesota website regarding Inaugural Week Events (2) accompanying post-it note	23 Jul 1999
26	Information printed from the University of Nevada, Las Vegas website regarding UNLV's Seventh President	23 Jul 1999
27	(1) Information printed from the Washington University website regarding Inauguration Schedule of Events (2) Information printed from the Broadcast Education Association website regarding San Jose State President's Inauguration	23 Jul 1999
28	Information printed from the Lincoln Memorial University website regarding President Jerry Bishop's Inaugural Address	22 Jul 1999
29	Information from the Rensselaer Polytechnic Institute website regarding Dr. Shirley Ann Jackson's Presidential Inauguration	22 Jul 1999
30	Information from the University of Maryland website regarding the Inauguration of C.D. Mote, Jr.	22 Jul 1999
31	Information from the Johns Hopkins University website regarding Inaugurations	23 Jul 1999
32	(1) Attachment A – Ceremony Diagram (2) Attachment B – Ceremony Processional (3) Attachment C – Ceremony Recessional (4) Attachment D – Ceremony Parking Plan (5) Ceremony Academic Procession List of Participants (6) List of Delegates [pages contain hand-written notes]	undated
33	(1) Hand written note from B. Turner to Dr. Watts (2) List of delegates with hand-written notes	7, 12 Feb 2000
34	Hand-written thank you note from Teresa Stricklin to Dr. Watts	21 Jan 2000
35	(1) Printed copy of The Investiture Ceremony Program (2) Attachment A – Ceremony Diagram (3) Attachment B – Ceremony Processional (4) Attachment C – Ceremony Recessional (5) Attachment D – Ceremony Parking Plan (6) Ceremony Academic Procession List of Participants (7) List of Delegates (8) Investiture Script [some pages contain hand-written notes]	undated
36	Fax letter from Wayne Stevens to Pam Stinson	14 Jan 2000
37	(1) Fax cover sheet from Pam Stinson to Angie Finley (2) Background information for each district representative and Jack Hopper, Special Assistant to the President	4 Feb 2000
38	Photocopy unpagged program to the Presidential Inauguration of William A. Meehan	7 Feb 2000
39	Spreadsheet with Delegate Information (Title, Name, Institution, Year, Position)	undated
40	(1) Special Event Confirmation Form for Inaugural Reception in Stephenson Gym (2) Special Event Confirmation Form for Reception in Leone Cole Auditorium	13 Jan 2000
41	Investiture Script Rough Draft	undated

42	(1) Information printed from American Council on Education website regarding Academic Costume Code and Ceremony Guide (2) accompanying post-it note	undated
43	(1) Fax cover sheet from Pam Stinson to Bob Campbell (2) Hand drawn diagram (3) Photocopy pages from program to the Presidential Inauguration of William A. Meehan	17 Dec 1999
44	Emblem & Badge 1998 Catalog	1998
45	Email from Dan Miller to Terry Casey and Alice Cusimano regarding inauguration ideas	5 Nov 1999
46	President Meehan's Inaugural Time/Action Plan	undated
47	Printed draft for the program to the Presidential Inauguration of William A. Meehan	undated
48	Hand drawn diagram for Inaugural Reception at Stephenson Gym; "Tables and Chairs in Gamecock Center along with entertainment" written at top	undated
49	Diagram for Inaugural Reception at Stephenson Gym	undated
50	Diagram of 1 st level and 2 nd level for JSU Pete Mathews Coliseum	undated
51	Hand drawn diagram of stage, seating, band, etc	undated
52	Draft Inaugural Ceremony Processional	undated
53	Draft Inaugural Ceremony Recessional	undated
54	Coliseum Check List for Investiture Ceremony	undated
55	Email from David Watts to JSU students regarding classes canceled for investiture	31 Jan 2000
56	Photocopy invitation for preview performance of Overture for the Inauguration of JSU President William Meehan	31 Jan 2000
57	(1) Typed investiture script (2) Hand written investiture script	undated
58	Photocopy unpagged program to the Presidential Inauguration of William A. Meehan	7 Feb 2000

BOX, Folder 6 | Minutes

<i>Item</i>	<i>Title/Description</i>	<i>Date</i>
1	Agenda, Minutes to February 18, 2000 President's Inaugural Committee Meeting, and email documentation sent out	18 Feb 2000
2	Agenda and Minutes to January 31, 2000 President's Inaugural Committee Meeting	31 Jan 2000
3	Agenda and Minutes to January 21, 2000 President's Inaugural Committee Meeting	21 Jan 2000
4	Agenda and Minutes to January 14, 2000 President's Inaugural Committee Meeting	14 Jan 2000
5	Agenda and Minutes to January 7, 2000 President's Inaugural Committee Meeting	7 Jan 2000
6	Agenda and Minutes to December 16, 1999 President's Inaugural Committee Meeting	16 Dec 1999
7	Agenda, Minutes to December 3, 1999 President's Inaugural Committee Meeting, and photocopies of invitation pieces, program pages, sample delegate pages, and diagram for reception planning	3 Dec 1999
8	Minutes to November 19, 1999 President's Inaugural Committee Meeting	19 Nov 1999

9	Agenda and Minutes to November 5, 1999 President's Inaugural Committee Meeting	5 Nov 1999
10	Agenda, Minutes to October 22, 1999 President's Inaugural Committee Meeting, Guest List, and Time/Action Plan	22 Oct 1999
11	Order of Program by Presidential Inaugural Committee Subcommittee on Program Concept	29 Oct 1999
12	Report of the Publicity Sub-Committee of the President's Inaugural Committee	19 Nov 1999