
Administrative Summary

Title: Scripps College Architect and Construction Files

Creator: Scripps College

Dates: 1926-1992

Date (bulk): (bulk 1927-1933)

Extent: 10.5 cubic feet

Repository: Claremont Colleges. Library.

Claremont, California 91711

Abstract: This collection consists of correspondence, architectural drawings, daily construction notes, photographs, specifications, contracts, invoices, financial records, and other miscellaneous records pertaining to the construction of buildings and facilities at Scripps College in Claremont, California. The collection covers the years 1926 to 1992, with the bulk of the material ranging from 1927 to 1933.

Collection Number: D193X.1

Language: English

Physical Location: Ella Stong Denison Library

Restrictions on Access

This collection is open for research with permission from Ella Strong Denison Library staff.

Publication Rights

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Related material at Ella Strong Denison Library

Scripps College Architectural Drawings,

Date: 1927-2001

18 cubic feet

Preferred Citation

Scripps College Architect and Construction Files Collection. Ella Strong Denison Library, Scripps College, Claremont, California.

Acquisition Information

Records in this collection were given to Scripps College by Harlan Edwards ca. 1930's. Other records in this collection were deposited by Scripps College as part of the Scripps College Archives.

Processing Information

Preliminary arrangement by library staff. Processed by History Associates Incorporated, 2005.

Accruals

No addition to the collection is anticipated.

Administrative History of the Scripps College Architect and Construction Files

Scripps College is frequently described as one of America's most beautiful college campuses. Scripps' scenic 30-acre campus, listed in the National Register of Historic Places, was designed by architect Gordon Kaufmann in collaboration with landscape architect Edward Huntsman-Trout. The plan for Scripps campus was designed with the idea that there would be an artistic connection between the buildings and its landscape. One such example is the walkways that line the campus. Each walkway was designed to link walks and vistas to architectural approaches. Examples of such walkways include: the vista between the entrance to Balch Auditorium and the entrance to the President's House, through a grassed lane shaded by rows of American elms; the north-south axis of the campus, the orange tree-bordered walk from the Oak Terrace above the Bowling Green to the door of Toll Hall, with the fountain entrance to the Florence Rand Lang Art

Building framed in the tree-formed vista from Toll terrace; and the east-west crosswalk extending the width of the campus near the halls of residence, focused Dorsey Hall's great window.

The general plan of the campus, the four residence halls, the Memorial Garden, and the Art Building were designed in 1926 by architect Gordon Kaufmann of Los Angeles. Kauffman was a leading architect during the 1920s. Sumner Hunt, also of Los Angeles, was the architect chosen - in the late 1920s - by Mr. and Mrs. Allan C. Balch to design Balch Hall, which houses the academic interests of the College.

The landscape architect for the entire campus was Edward Huntsman-Trout of Hollywood. Huntsman-Trout was a well-known landscape architect in Southern California between 1920 and the early 1970's, and was a prominent designer of both residential estates and larger non-residential commissions. One of the most representative examples of Huntsman-Trout's style is Scripps College. Scripps College features one and two story Spanish Colonial Revival buildings placed on rectilinear, interlocking axes.. The plan is highly complex. The open spaces are enhanced by the addition of intimate courtyards and slight changes of level. Two major axes make up the scheme; the east-west axis of the auditorium; and the art building facing north toward the bowling green and Toll Hall. These axes together make the structural backbone of the plan. They give it strength and stability to contrast with the free form of trees and other plants. Huntsman-Trout placed many rare shrubs and trees on the campus, including liquidambar, American elms, tulip trees, almond trees, and a variety of sycamores. Garden grounds are frequent throughout. Shade trees are everywhere.

Bibliography

Coats, Bruce A. Guide to the Scripps College Campus: In Celebration of the Seventy-Fifth Anniversary of the Founding of Scripps College. Scripps College, Claremont, California, 2002

| | |
|------|---|
| 1926 | Architect Gordon Kaufmann along with landscape architect Edward Huntsman-Trout, designs a general campus plan featuring four residence halls to be built the first four consecutive years of the College. |
| 1927 | Eleanor Joy Toll Hall is the first residence hall constructed and opens as the first building in the Gordon Kaufmann plan. |
| 1928 | In fall, Grace Scripps Clark Hall is completed. |
| 1929 | Janet Jacks Balch Hall, designed by architect Sumner Hunt of Los Angeles, is completed in fall and becomes the primary academic facility. |
| 1929 | In fall Ellen Browning Residence Hall is completed. |
| 1930 | In fall, Susan Miller Dorsey Hall is ready for occupancy. |
| 1931 | Ella Strong Denison Library is dedicated. |
| 1933 | Alumnae Park is dedicated to the honorary alumnae from the early years of the college before there was a true alumnae association. |
| 1933 | The swimming pool and the first units of the field house are completed. |
| 1934 | Architect Gordon Kaufmann designs the Margaret Fowler Garden, an enclosed, European medieval-style cloister garden for the east side of the campus to accompany the Oratory. |
| 1966 | Dorothy Drake Wing of Denison Library opens. |

Scope and Contents of the Records

The Scripps College Architect and Construction Files Collection contains correspondence, photographs, architectural drawings, specifications, contracts, invoices, financial records, and other miscellaneous records pertaining to the construction of buildings and facilities at Scripps College in Claremont, California. The collection covers the years 1926 to 1992, with the bulk of the material ranging from 1927 to 1933.

The largest series in the collection is facilities, which consists of correspondence, photographs, blueprints, specifications, contracts, invoices, financial records, and other miscellaneous records pertaining to the construction of buildings and facilities at Scripps College. This series also contains correspondence from supervising engineer Harlan Edwards, architect Gordon Kaufmann, W.C. Crandall, and J.C. Harper. The next largest series is the correspondence series, which also contains correspondence from the above individuals.

With the exception of Series 1, Photographic Material, and photographic prints located in the daily construction records folder in Series 3, Facilities, this collection consists largely of textual records. Textual record types primarily include correspondence, newspaper clippings, notes, financial statements, specifications, invoices, and contracts.

The collection is organized into six series:

- Series 1: Photographic Material, 1927-1930, .25 cubic feet

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- Series 2: Correspondence, 1928-1933, .5 cubic feet.
 - Series 3: Facilities, 1926-1991, 3.65 cubic feet.
 - Series 4: Construction, 1927-1935, 1 cubic ft.
 - Series 5: Non-Scripps College Material, 1927-1930, .25 cubic feet
 - Series 6: Oversize Material, 1 cubic ft

Index Terms

The following terms have been used to index the description of this collection in the library's online public access catalog.

Subjects:

Architecture and Construction--Archives.

Scripps College (Claremont, Calif.)--Archival resources.

Subjects and Indexing Terms

Genres and Forms of Materials

Architectural Drawings

Blueprints

Correspondence

Photographs

Series 1 **Photographic Material, 1927-1930**

Physical Description: .25 cubic ft.

Scope and Content Note

This series contains photographs of architects Whitney Smith and John Carl Warnecke, as well as, photographs of Balch, Browning, and Toll dormitories. The photographs of the dormitories document different stages of construction between 1927 and 1930. This series includes both negatives and photographs.

This series is arranged alphabetically by subject.

Drawer 1, Folder 1 **Aerial Views, [1927-1930]**

Drawer 1, Folder 2 **Architects, [1927-1930]**

Drawer 1, Folder 3-7 **Construction, 1927-1930**

Drawer 1, Folder 8 **Concrete, [1927-1930]**

Series 2 Correspondence, 1928-1933

Physical Description: .5 cubic ft.

Scope and Content Note

This series consists of correspondence concerning the construction of various buildings, and facilities across Scripps campus. The most significant correspondence located in this series are letters from Harlan Edwards, and architect Gordon Kaufmann. Correspondence pertaining to a specific building is located in that sub-series.

This series is arranged alphabetically by correspondent or subject.

- Drawer 1, Folder 9 **Anti-Hydro Waterproofing Co., 1928**
- Drawer 1, Folder 10 **Bausch and Laumb Optical Co., 1929**
- Drawer 1, Folder 11 **California Hardware Company, 1929**
- Drawer 1, Folder 12 **Crandall, W.C, 1928-1930**
- Drawer 1, Folder 13 **Crane Company, 1928-1930**
- Drawer 1, Folder 14 **Colson Company of the Pacific, 1929**
- Drawer 1, Folder 15 **Edwards, Harlan**
- Folder 15-17
- Drawer 1, Folder 15 **Incoming Correspondence, 1928-1935**
- Drawer 1, Folder 16 **Outgoing Correspondence, 1927-1930**
- Drawer 1, Folder 17 **Outgoing Correspondence to J.C. Harper, 1928-1930**
- Drawer 1, Folder 18 **H.H. Obermiller Co., 1928**
- Box 1, Folder 19 **Harper, J.C., undated**
- Drawer 1, Folder 20 **Harris ad Stunston, 1930**
- Drawer 1, Folder 21 **Hunt and Burns, Architects, 1920**
- Drawer 1, Folder 22 **Jaqua, Ernest J., 1928-1930**
- Drawer 1, Folder 23 **Kaufman, Gordon B. 1927-1931**
- Folder 23-24
- Drawer 1, Folder 23 **Incoming Correspondence, 1928-1929**
- Drawer 1, Folder 24 **Outgoing Correspondence, 1927-1931**
- Drawer 1, Folder 25 **Kuebler, Dorothy, 1928-1929**
- Drawer 1, Folder 26 **Paige and Jones Chemical Co., Inc., 1928**
- Drawer 1, Folder 27 **Paul, Robert G., 1928-1929**
- Drawer 1, Folder 28 **Permutit Company, 1928-1929**
- Drawer 1, Folder 29 **Ponsell Floor Machine Co., 1929**
- Drawer 1, Folder 30 **Powers Heat Regulating Co., 1928**
- Drawer 1, Folder 31 **Reynolds, D.S., 1928-1929**
- Drawer 1, Folder 32 **Sloan Valve Company, undated**
- Box 1, Folder 33 **Stoneman and Walker, 1928**
- Drawer 1, Folder 34 **Storm and Mahoney Inc., 1928**
- Drawer 1, Folder 35 **Sub-Contractors, 1928-1929**
- Drawer 1, Folder 36 **Sumner, George S., 1928-1929**
- Drawer 1, Folder 37 **Sumner, Lowell, 1928**
- Drawer 1, Folder 38 **Thomas Haverty Company, 1928-1930**
- Drawer 1, Folder 39 **Wurster Construction Co., 1930**
- Drawer 1, Folder 40 **U.S. Steel Products Company, 1928**
- Drawer 1, Folder 41 **Valley Electric Company, 1929**
- Drawer 1, Folder 42 **Wright Brothers and Rice, 1928**
- Drawer 1, Folder 43 **Youngstown Pressed Steel Company, 1928**
- Drawer 1, Folder 44 **Miscellaneous (A to Z), 1928-1931**

Series 3 **Facilities, 1926-1991**

Physical Description: 3.65 cubic feet

Scope and Content Note

This series contains correspondence, photographs, blueprints, specifications, contracts, invoices, financial records, and other miscellaneous records pertaining to the construction of buildings and facilities at Scripps College. Major correspondents include Harlan Edwards, architect Gordon Kaufmann, W.C. Crandall, and J.C. Harper. Of particular interest are the daily construction records written by supervising Engineer Harlan Edwards, which are located within each sub-series. These records also contain photographs of the buildings during construction.

This series is arranged alphabetically by subject.

Series 3.1 **General, 1926-1991**

Physical Description: .25 cubic feet

Scope and Content Note

This sub-series consists of architectural drawings, contracts, invoices, and other records pertaining to the construction of miscellaneous facilities at Scripps College.

This sub-series is arranged alphabetically by subject.

| | |
|---------------------------|--|
| Drawer 1, Folder 45 | Campus and Park General Plan, undated |
| Drawer 1, Folder 46 | Campus Architectural Drawings, undated |
| Drawer 1, Folder 47 | Campus Architectural Site Plan, undated |
| Drawer 1, Folder 48 | Campus Water Lines, 1929 |
| Drawer 1, Folder 49-54 | Dormitories, 1927-1967 |
| Drawer 1, Folder 49 | Available Student Bed Count, 1967 |
| Drawer 1, Folder 50 | Contracts, 1929 |
| Drawer 1, Folder 51 | Construction Record Book, 1927 |
| Drawer 1, Folder 52 | Detail Sheets, undated |
| Drawer 1, Folder 53 | Equipment, 1928 |
| Drawer 1, Folder 54 | Proposed Dormitory Elevations, undated |
| Drawer 1, Folder 55 | Elevators, 1929 |
| Drawer 1, Folder 56 | Frankel and Route Building, Elevations, undated |
| Drawer 1, Folder 57 | Garrison Theatre, Elevations, undated |
| Drawer 1, Folder 58 | Gymnasium (Proposed), undated |
| Drawer 1, Folder 59 | Infirmary, 1928-1929 |
| Drawer 1, Folder 60-61 | Invoices (A to W), 1928-1931 |
| Drawer 1, Folder 62 | Proposed Oratory, undated |
| Drawer 1, Folder 63 | Reed House, 1928, undated |
| Drawer 1, Folder 64 | Survey Record Book, undated |
| Drawer 1, Folder 65 | Swimming Pool, 1933 |
| Drawer 1, Folder 66 | Swimming Pool (First), Contracts, 1932 |
| Drawer 1, Folder 67 | Tennis Courts, 1928-1929 |

Sub-series 3.2 **Balch Hall (Janet Jacks Balch Hall), 1927-1931**Sub-series 3.2 **Balch Hall (Janet Jacks Balch Hall), 1927-1931**

Physical Description: .25 cubic feet

Scope and Content Note

This sub-series consists of correspondence, daily construction records, specifications, photographs, and other miscellaneous construction records pertaining to the construction of Janet Jacks Balch Hall, which was completed in the fall of 1929.

This sub-series is arranged alphabetically by subject.

| | |
|---------------------------|---|
| Drawer 1, Folder 68-78 | Correspondence, 1927-1931 |
| Drawer 1, Folder 68 | Crandall, W.C., 1928-1929 |
| Drawer 1, Folder 69 | Balch Family, 1928-1930 |
| Drawer 1, Folder 70 | Edwards, Harlan, 1928-1931 |
| Drawer 1, Folder 71 | Harper, J.C., 1928-1931 |
| Drawer 1, Folder 72-73 | Hunt and Burns, Architects, 1928-1929 |
| Drawer 1, Folder 74 | Jaqua, Ernest J., 1927-1928 |
| Drawer 1, Folder 75 | Kaufman, Gordon, 1930 |
| Drawer 1, Folder 76 | Sun-Contractors, 1929 |
| Drawer 1, Folder 77 | Wurster Construction Company, 1928-1931 |
| Drawer 1, Folder 78 | Miscellaneous (A to Z), 1928-1931 |
| Drawer 1, Folder 79 | Daily Construction Record, 1929 |
| Drawer 1, Folder 80 | Finances, 1928-1931 |
| Box 1, Folder 81 | Equipment and Furnishings, 1929-1930 |
| Drawer 1, Folder 82 | Equipment and Furnishings, Screens, 1930-1932 |
| Drawer 1, Folder 83 | Floor Plan, undated |
| Drawer 1, Folder 84 | Landscaping, 1929 |
| Drawer 1, Folder 85 | Miscellaneous Construction Records, 1929, n.d. |
| Drawer 1, Folder 86-91 | Specifications, 1928-1929 |
| Box 1, Folder 86 | Electrical, 1929 |
| Box 1, Folder 87 | Electrical, Agenda, 1929 |
| Box 1, Folder 88 | General, 1928 |
| Box 1, Folder 89 | General, Addenda, 1929 |
| Box 1, Folder 90 | Heating and Ventilation, 1928-1929 |
| Box 1, Folder 91 | Plumbing and Drainage, 1928-1929 |

Sub-series 3.3 **Browning Hall (Ellen Browning Hall), 1928-1930**

Physical Description: 1 cubic ft.

Scope and Content Note

This sub-series consists of contracts, correspondence, daily construction records, specifications, elevations, and other miscellaneous construction records pertaining to the construction of Ellen Browning Hall, which was completed in the fall of 1929.

This sub-series is arranged alphabetically by subject.

| | |
|----------------------|--|
| Drawer 1, Folder 1-2 | Contracts, 1928 |
| Drawer 1, Folder 3-9 | Correspondence, 1928-1931 |
| Drawer 2, Folder 3 | Crandall, W.C., 1929 |
| Drawer 2, Folder 4 | Edwards, Harlan, 1928-1931 |
| Drawer 2, Folder 5 | Harper, J.C., 1928-1929 |
| Drawer 2, Folder 6-7 | Kaufman, Gordon B., 1928-1930 |
| Drawer 2, Folder 8 | Scripps, Ellen B., 1928 |
| Drawer 2, Folder 9 | Wurster Construction Co., 1929-1930 |

Sub-series 3.3 **Browning Hall (Ellen Browning Hall), 1928-1930**

| | |
|---------------------------|--|
| Drawer 2, Folder 10 | Miscellaneous (A to Z), 1928-1930 |
| Drawer 2, Folder 12 | Dedication Program, 1929 |
| Box 2, Folder 13-15 | Door Schedule, 1928 |
| Drawer 2, Folder 13 | Set No. 6, 1928 |
| Drawer 2, Folder 14 | Set No. 9, 1928 |
| Drawer 2, Folder 15 | Set No. 11, 1928 |
| Drawer 2, Folder 16 | Elevations, undated |
| Drawer 2, Folder 17-18 | Equipment, 1928-1930 |
| Drawer 2, Folder 17 | Kitchen, 1928-1930 |
| Drawer 2, Folder 18 | Kitchen Estimates, 1929 |
| Drawer 2, Folder 19 | Floorplans, undated |
| Drawer 2, Folder 20 | Furnishings, 1928-1930 |
| Drawer 2, Folder 21 | Grounds Blueprint, 1929 |
| Drawer 2, Folder 22 | Invoices, 1928-1929 |
| Drawer 2, Folder 23 | List of Extras, undated |
| Drawer 2, Folder 24 | Miscellaneous |
| Drawer 2, Folder 25-33 | Specifications, 1928-1929 |
| Drawer 2, Folder 25 | Electric (Set No. 2), 1928 |
| Drawer 2, Folder 26 | Electric (Set No. 6), 1928 |
| Drawer 2, Folder 27 | Electric (Set No. 9), 1928 |
| Drawer 2, Folder 28 | Electric (Set No. 10), 1928 |
| Drawer 2, Folder 29 | General (Set No. 2), 1928 |
| Drawer 2, Folder 30 | General (Set No. 7), 1928 |
| Drawer 2, Folder 31 | General (Set No. 9), 1928 |
| Drawer 2, Folder 32 | General (Set No. 10), 1928 |
| Drawer 2, Folder 33 | General (Set No. 13), 1929 |
| Drawer 2, Folder 34 | Weather Vane, 1930 |

Sub-series 3.4 **Building Systems, 1928-1936**

Physical Description: .15 cubic feet

Scope and Content Note

This sub-series consists of construction records pertaining to various building systems throughout campus, including elevators and dumbwaiters, incinerators, refrigeration, and telephone systems.

This sub-series is arranged alphabetically by subject.

| | |
|----------------------|--|
| Drawer 3, Folder 1 | Elevators and Dumbwaiters, 1929-1930 |
| Drawer 3, Folder 2 | Flooring, 1928-1936 |
| Drawer 3, Folder 3 | Incinerators, 1928-1928 |
| Drawer 3, Folder 4 | Keys, undated |
| Drawer 3, Folder 5 | Radiators, 1928 |
| Drawer 3, Folder 6-8 | Refrigeration, Electric (A to Z), 1928-1929 |
| Drawer 3, Folder 9 | Telephone Service, 1928-1929 |
| Drawer 3, Folder 10 | Telephone Service, Private System, 1930 |

Sub-series 3.5 Clark Hall (Grace Scripps Clark Hall), 1927-1937

Sub-series 3.5 Clark Hall (Grace Scripps Clark Hall), 1927-1937

Physical Description: .25 cubic feet

Scope and Content Note

This sub-series consists of contracts, correspondence, daily construction records, specifications, and other miscellaneous construction records pertaining to the construction of Grace Scripps Clark Hall, which was completed in the fall of 1928.

This sub-series is arranged alphabetically by subject.

| | |
|---------------------------|---|
| Drawer 3, Folder 11-12 | Contracts, 1927, 1937 |
| Drawer 3, Folder 13-18 | Correspondence, 1927-1931 |
| Drawer 3, Folder 13 | Edwards, Harlan, 1928-1929 |
| Drawer 3, Folder 14 | Crandall, W.C., 1927-1928 |
| Drawer 3, Folder 15 | Harper, J.C., 1927-1929 |
| Drawer 3, Folder 16 | Kaufman, Gordon B., 1928, undated |
| Drawer 3, Folder 17 | Wurster Construction Co., 1927-1931 |
| Drawer 3, Folder 18 | Miscellaneous (A to Z), 1927-1928 |
| Drawer 3, Folder 19 | Daily Construction Record, 1931 |
| Drawer 3, Folder 20 | Detail Sheets, undated |
| Drawer 3, Folder 21 | Elevations, undated |
| Drawer 3, Folder 22 | Financing, 1927-1929 |
| Drawer 3, Folder 23 | Finish Hardware Schedule, undated |
| Drawer 3, Folder 24 | Furnishing, 1927-1929 |
| Drawer 3, Folder 25 | Plaque Dedication, 1928-1929 |
| Drawer 3, Folder 26-27 | Sash Schedule, 1927 |
| Drawer 3, Folder 26 | Revised Set No. 6, 1927 |
| Drawer 3, Folder 27 | Set No. 12, 1927 |
| Drawer 3, Folder 28-30 | Specifications, 1927, undated |
| Drawer 3, Folder 28 | Electric (Set No. 19), undated |
| Drawer 3, Folder 29 | General Addition to Clark Hall, 1937 |
| Drawer 3, Folder 30 | General (Set No. 3), 1927 |

Sub-series 3.6 Dance Studio and Swimming Pool, 1932-1933

Physical Description: .25 cubic feet

Scope and Content Note

This sub-series consists of correspondence, specifications, and floor plans pertaining to the construction of the dance studio and the swimming pool. This sub-series is arranged alphabetically by subject.

| | |
|---------------------------|---------------------------------------|
| Drawer 3, Folder 31 | Contractors and Supplies, 1932 |
| Drawer 3, Folder 32 | Correspondence, 1932-1933 |
| Drawer 3, Folder 33-34 | Door Schedule, undated |
| Drawer 3, Folder 33 | Set No. 6, undated |
| Drawer 3, Folder 34 | Set No. 7, undated |
| Drawer 3, Folder 35 | Floor Plan, undated |
| Drawer 3, Folder 36-38 | Specifications, 1932 |
| Drawer 3, Folder 36 | Addenda, 1932 |
| Drawer 3, Folder 37 | General (Set No. 6), 1932 |
| Drawer 3, Folder 38 | General (Set No. 7), 1932 |

Subseries 3.7 Denison Library (Ella Strong Denison Library), 1928-1991

Physical Description: .75 cubic feet

Scope and Content Note

This sub-series consists of blueprints, elevations, correspondence, specifications, and miscellaneous construction records pertaining to the construction of Ella Strong Denison Library.

This sub-series is arranged alphabetically by subject.

| | |
|------------------------|---|
| Drawer 3, Folder 39 | Administrative Records, undated |
| Drawer 3, Folder 40 | Additions Blueprints and Drawing, 1946-1948 |
| Drawer 3, Folder 41 | Addition, Insurance, 1965 |
| Drawer 3, Folder 42 | Building and Grounds, 1966-1969 |
| Drawer 3, Folder 43 | Carrels, 1966-1967 |
| Drawer 3, Folder 44 | Carrel Plaque, 1970 |
| Drawer 3, Folder 45-46 | Contracts, 1930, 1966 |
| Drawer 3, Folder 47 | Consultant: Miles, Paul, 1965 |
| Drawer 3, Folder 48-52 | Correspondence, 1928-1931 |
| Box 3, Folder 48 | Edwards, Harlan, 1930-1931 |
| Box 3, Folder 49 | Harper, J.C., 1929-1931 |
| Box 3, Folder 50 | Kaufman, Gordon B., 1929-1931 |
| Box 3, Folder 51 | Wurster Construction Co., 1930-1931 |
| Box 3, Folder 52 | Miscellaneous (A to Z), 1928-1931 |
| Drawer 3, Folder 53 | Dedication Invitation, 1931 |
| Drawer 3, Folder 54 | Door Schedule, 1930 |
| Drawer 3, Folder 55 | Finances, 1929-1931 |
| Drawer 3, Folder 56 | Elevations, undated |
| Drawer 3, Folder 57 | Floor Plans, undated |
| Drawer 3, Folder 58-63 | Furniture and Equipment, 1955-1970 |
| Drawer 3, Folder 58 | Carroll Sagar Office Interiors Inc., 1966-1970 |
| Drawer 3, Folder 59 | Estimated costs, [1965] |
| Drawer 3, Folder 60 | Expenses, 1966-1970 |
| Drawer 3, Folder 61 | Government Correspondence, 1965 |
| Drawer 3, Folder 62 | Librarians' Office Kitchen Unit, 1966 |
| Drawer 3, Folder 63 | Magazine Rack, 1955 |
| Drawer 3, Folder 64 | Library Survey, 1947-1948 |
| Drawer 3, Folder 65 | Memorial Carrel, Amand C. Drake Carrel, 1965 |
| Drawer 3, Folder 66 | Miscellaneous, undated |
| Drawer 3, Folder 67-69 | Specifications, 1930-1936 |
| Drawer 3, Folder 67 | Addition Project AF-CALIF-4-0276, undated |
| Drawer 3, Folder 68 | General (Set No. 3), 1930 |
| Drawer 3, Folder 69 | General, Alterations (Set No. 2), 1936 |
| Drawer 3, Folder 70-71 | Maintenance, Notes for Follow-Up, 1989-1991 |
| Drawer 3, Folder 72 | Publicity, 1963 |
| Drawer 3, Folder 73 | Window Pamphlet, 1931 |

Sub-series 3.8 Denison Library Wing, 1965-1967

Physical Description: .25 cubic feet

Scope and Content Note

This series includes miscellaneous construction records, dedication ceremony records, and photographs detailing the construction of the Denison Library Wing, which was dedicated in 1966.

This sub-series is arranged alphabetically by subject.

| | |
|----------------------|---|
| Drawer 4, Folder 1 | Correspondence, Criley and McDowell Architects and Associates, 1965-1970 |
| Drawer 4, Folder 2-3 | Dedication, 1966 |
| Drawer 4, Folder 4-8 | Furniture and Equipment, 1965-1967 |
| Drawer 4, Folder 4 | Federal Funding Project, 1966 |
| Drawer 4, Folder 5-6 | Notice to Bidders, 1966 |
| Drawer 4, Folder 7 | Purchase Orders, 1966-1967 |
| Drawer 4, Folder 8 | Shelving, 1966 |
| Drawer 4, Folder 9 | Gift List, 1966 |
| Drawer 4, Folder 10 | Plans, undated |
| Drawer 4, Folder 11 | Specifications and Plans, 1965-1966 |
| Drawer 4, Folder 12 | Testimonial Dinner, 1966 |

Sub-series 3.9 Dorsey Hall (Susan Miller Dorsey Hall), 1929-1967

Physical Description: .25 cubic feet

Scope and Content Note

This sub-series consists of contracts, correspondence, financial records, specifications, and other miscellaneous construction records pertaining to the construction of the Susan Miller Dorsey Hall, which was completed in the fall of 1930.

This sub-series is arranged alphabetically by subject.

| | |
|---------------------------|---|
| Box 4, Folder 13 | Contracts, 1929 |
| Drawer 4, Folder 14-18 | Correspondence, 1928-1932 |
| Drawer 4, Folder 14 | Edwards, Harlan, 1929-1932 |
| Drawer 4, Folder 15 | Harper, J.C., 1928-1930 |
| Drawer 4, Folder 16 | Kaufman, Gordon B., 1929-1930 |
| Drawer 4, Folder 17 | Wurster Construction Company, 1929-1930 |
| Drawer 4, Folder 18 | Miscellaneous (A to Z), 1929-1930 |
| Box 4, Folder 19 | Finances, 1929-1930 |
| Box 4, Folder 20 | Final Inspection, 1930, undated |
| Box 4, Folder 21 | Floor Plans, 1929, 1967, undated |
| Box 4, Folder 22-24 | Furniture and Equipment, 1929-1930 |
| Drawer 4, Folder 22 | Furnishings, 1929-1930 |
| Drawer 4, Folder 23 | Pantry, 1929-1930 |
| Drawer 4, Folder 24 | Standard Pacific Plumbing Fixtures, 1929 |
| Box 4, Folder 25 | Miscellaneous, undated |
| Box 4, Folder 26-28 | Specifications, 1929 |
| Drawer 4, Folder 26 | Addenda No.1, 1929 |
| Drawer 4, Folder 27 | Change in Original Plan, 1929 |
| Drawer 4, Folder 28 | General (Set No. 8), 1929 |
| Box 4, Folder 29 | Window Schedule (Set No. 8), 1929 |

Sub-series 3.10 Lang Art Studios (Florence Rand Lang Art Studios), 1935-1937

Physical Description: .25 cubic feet

Scope and Content Note

This sub-series consists of correspondence, and architectural records, including blueprints, elevations, specifications, and other miscellaneous construction records pertaining to the construction of the Florence Rand Lang Art Studio.

This sub-series is arranged alphabetically by subject.

| | |
|---------------------------|--|
| Drawer 4, Folder 30 | Addenda and Information to Bidders, 1935 |
| Drawer 4, Folder 31 | Additions/Changes, 1937 |
| Drawer 4, Folder 32 | Architectural Site Plan, undated |
| Drawer 4, Folder 33-34 | Blueprints, 1935, undated |
| Drawer 4, Folder 35 | Construction Information, 1935-1936 |
| Drawer 4, Folder 36 | Contracts, 1938 |
| Drawer 4, Folder 37-39 | Correspondence, 1935 |
| Drawer 4, Folder 37 | Edwards, Harlan, 1935 |
| Drawer 4, Folder 38 | Kaufman, Gordon B., 1935 |
| Drawer 4, Folder 39 | Miscellaneous (A to Z), 1935 |
| Drawer 4, Folder 40 | Daily Reports, 1935 |
| Drawer 4, Folder 41 | Elevations, 1935 |
| Drawer 4, Folder 42 | Exterior Drawings, undated |
| Drawer 4, Folder 43 | Invoices, 1935 |
| Drawer 4, Folder 44 | Figures – Proposals, Estimates, and Bids, undated |
| Drawer 4, Folder 45 | Miscellaneous, undated |
| Drawer 4, Folder 46 | Proposals, Estimates, and Bids, 1935 |
| Drawer 4, Folder 47 | Specifications, General, (Set No. 6), 1935 |

Sub-series 3.11 Toll Hall (Eleanor Joy Toll Hall), 1926-1936

Physical Description: .25 cubic feet

Scope and Content Note

This sub-series consists of correspondence, specifications, and miscellaneous construction records pertaining to the construction of Eleanor Joy Toll Hall. Toll Hall, complete in the fall of 1927, was the first building constructed on Scripps campus.

This sub-series is arranged alphabetically by subject.

| | |
|---------------------------|--|
| Drawer 4, Folder 48 | Balch Browsing Room, Funding, 1927-1928 |
| Drawer 4, Folder 49 | Contracts, 1927 |
| Drawer 4, Folder 50-51 | Correspondence, 1926-1928 |
| Drawer 4, Folder 52 | Door Schedule, undated |
| Drawer 4, Folder 53-54 | Elevations, undated |
| Drawer 4, Folder 55 | Floor Plans, undated |
| Drawer 4, Folder 56-59 | Furnishing Committee, 1927-1929 |
| Drawer 4, Folder 56-57 | Correspondence, 1927-1929 |
| Drawer 4, Folder 58 | Purchase Orders, 1927 |
| Drawer 4, Folder 59 | Miscellaneous, 1927, undated |
| Drawer 4, Folder 60 | Pasadena Star News Newspaper Articles, 1927 |
| Drawer 4, Folder 61 | Repairs and Maintenance, 1936 |

| | |
|---------------------------|-----------------------------|
| Drawer 4, Folder 62-65 | Specifications, 1927 |
| Drawer 4, Folder 62 | Addenda, 1927 |
| Drawer 4, Folder 63 | General, undated |
| Drawer 4, Folder 64 | Set No. 3, undated |
| Drawer 4, Folder 65 | Set No. 17, undated |

Series 4 **Construction, 1927-1935**

Physical Description: 1 cubic ft.

Scope and Content Note

This series consists of construction records concerning various stages of planning, construction and landscaping of Scripps College. Includes correspondence and plans for the Margaret Fowler Memorial Garden, and plans for the arrangement of campus grounds. This series also contains a large number of invoices from Wurster Construction Company. Of particular interest are the daily notes, which include photographs of campus buildings under construction.

This series is arranged alphabetically by subject.

| | |
|--------------------------------|---|
| Box 1, Folder 1 | Classroom Equipment, 1928-1930 |
| Box 1, Folder 2 | Clocks and Time Systems, 1928-1929 |
| Box 1, Folder 3 | Concrete, 1929-1930, undated |
| Box 1, Folder 4-5 | Edwards, Harlan, 1928-1931 |
| Box 1, Folder 4 | Expense Account, 1928-1931 |
| Box 1, Folder 5 | Finances, 1930-1931 |
| Box 1, Folder 6-11 | Daily Notes, 1927-1930 |
| Box 1, Folder 12 | Labor, Student Assistance, 1927 |
| Box 1, Folder 13-22 | Landscaping, 1927-1935, undated |
| Box 1, Folder 13 | Correspondence, 1928-1929, 1932 |
| Box 1, Folder 14 | Drawings by Millard Sheets, undated |
| Box 1, Folder 15 | Fencing, 1933 |
| Box 1, Folder 16 | Margaret Fowler Garden, Correspondence, 1935 |
| Box 1, Folder 17 | Margaret Fowler Garden, Specifications, 1934 |
| Box 1, Folder 18 | Nurseries, 1933 |
| Box 1, Folder 19 | Plans for Arrangement of Grounds, undated |
| Box 1, Folder 20 | Miscellaneous, undated |
| Box 1, Folder 21 | Ordinances, undated |
| Box 1, Folder 22 | Progress Reports, 1927-1928, undated |
| Box 1; 2, Folder 23-36;1-9 | Wurster Construction Co., 1927-1931 |
| Box 1, Folder 23 | Contract Agreement, 1927 |
| Box 1, Folder 24 | Daily Extra Time Sheets, 1928-1931 |
| Box 1; 2, Folder 25-36; 1-9 | Job Invoice Statements, 1928-1929 |
| Box 2, Folder 10 | Sub-contractors, undated |

Series 5 **Non-Scripps College Related Material, 1927-1935**

Physical Description: 1.0 cubic feet

Scope and Content Note

This series consists of records pertaining to the construction of facilities located at other Claremont Colleges, and the Tower of St. James of the Sea Episcopal Church, which was supervised by Harlan Edwards.

This series is arranged alphabetically by subject.

Sub-series 5.1 **General, 1927-1935**

Physical Description: .25 cubic feet

Scope and Content Note

This sub-series consists of records pertaining to the construction of facilities located at other Claremont Colleges, and the Tower of St. James of the Sea Episcopal Church, which was supervised by Harlan Edwards.

This sub-series is arranged alphabetically by subject.

| | |
|---------------------|---|
| Box 2, Folder 11-13 | Claremont Colleges, 1928-1930, undated |
| Box 2, Folder 11 | Maps and Map Related Information, 1928-1929, undated |
| Box 2, Folder 12 | Infirmary, 1930 |
| Box 2, Folder 13 | Infirmary Correspondence (A to Z), 1930 |
| Box 2, Folder 14 | City of Claremont, Sewer, 1927 |
| Box 2, Folder 15 | Drawing of Unknown Campus, undated |
| Box 2, Folder 16-17 | Pomona College, 1928, undated |
| Box 2, Folder 16 | Dormitory (Men's), 1928 |
| Box 2, Folder 17 | Underground Steam Line, Specifications, undated |
| Box 2, Folder 18 | Tower of St. James by the Sea Episcopal Church, 1928-1929, undated |
| Box 2, Folder 19 | Webb School of California, Sewage Disposal, 1935 |

Sub-series 5.1 **Bridges Auditorium, 1928-1933**

Physical Description: .75 cubic feet

Scope and Content Note

This sub-series consists of contracts, correspondence, daily construction records, specifications, elevations, and other miscellaneous construction records pertaining to the construction of Bridges Auditorium.

This sub-series is arranged alphabetically by subject.

| | |
|---------------------|--|
| Box 2, Folder 20 | Blueprint, undated |
| Box 2, Folder 21 | Contractor Bids, 1930-1931 |
| Box 2, Folder 22-27 | Correspondence, 1928-1933 |
| Box 2, Folder 22 | Building Committee, 1930 |
| Box 2, Folder 23 | Edwards, Harlan, 1928-1933 |
| Box 2, Folder 24 | Johnson, Wm. Templeton, 1928-1933 |
| Box 2, Folder 25-26 | Wurster Construction Company, 1930-1933 |
| Box 2, Folder 27 | Miscellaneous (A to Z), 1930-1932 |
| Box 2, Folder 28-29 | Daily Construction Record, 1930-1931 |
| Box 2, Folder 30 | Estey Organ Co., 1930 |
| Box 2, Folder 31 | Miscellaneous |
| Box 2, Folder 32 | Musto-Keenan Marble Company, 1931 |
| Box 2, Folder 33-37 | Specifications, 1930 |
| Box 2, Folder 33 | General, Addenda # 2, 1930 |

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|------------------|--|
| Box 2, Folder 34 | Electrical (Set # 4), 1930 |
| Box 2, Folder 35 | Heating System (Set # 3), 1930 |
| Box 2, Folder 36 | Plumbing and Drainage (Set # 3), 1930 |
| Box 2, Folder 37 | Ventilating System (Set # 3), 1930 |
| Box 2, Folder 38 | Steel tests, 1930-1931 |
| Box 2, Folder 39 | Wurster Construction Co. Daily Extra Time Sheets, 1930-1931 |

Series 6 **Oversize Material**, 1926-1992

Physical Description: 1.0 cubic ft.

Scope and Content Note

This series consists of oversize material that was removed from the collection and filed separately in an oversize box, entitled oversize material.