Executive to the President Collection; Record Group 80
Indiana University of Pennsylvania, Special Collections and University Archives
6 boxes; 6 linear feet

Abstract
Collection contains files and printed documents from the office of Dr. Ruth A. Riesenman who served as Executive Assistant to a number of IUP Presidents. The collection ranges from 1969 to 2001.

Scope and Content
This collection is housed in six archival boxes. The collection includes awards, speeches, correspondences, commencement, inaugural, reports, and books concerning Dr. Ruth A. Riesenman.

Provenance
Unknown.

Restrictions
This collection is open for research.

Property rights reside with Indiana University of Pennsylvania, University Archives and Special Collections. Literary rights are retained by the creators of the records and their heirs. For permissions to reproduce or publish, please contact the coordinator of the University Archives and Special Collections.

Processor
Summer 2006; collection was processed by Jessica Walko. Summer 2009; collection’s finding aid was updated by Special Collections Staff.

Container List
Box 1 (33 folders)
3. IUP Cogeneration Info
4. S.W. Jack Cogeneration Plant Information, Pictures, dedication
5. Energy Center Dedication, March 16, 1989
7. McNight Memorial, April 21, 1982
8. Charles P. Fuget, March 18, 1988 Medal of Distinction
9. Dougherty Baseball field Dedication
10. Dougherty Dedication, September 19, 1992
11. Cogen Groundbreaking
12. Library 500,000 Volume, September 3, 1980
13. Memorials
14. George A.W. Stouffer Hall Dedication, October 7, 1977
15. Zink Stright, October 2, 1976
16. Cob Groundbreaking, October 8, 1994
17. Cogen Energy (Cogeneration Building)
18. Esch/Wallace, October 6, 1973
19. Garden Club Dedication
20. Johnson Hall
21. Art Sculpture
22. McCarthy Hall Dedication, June 20, 1991
23. McCarthy Dedication
25. Potter Memorial
26. Waller Dedication, October 20, 1989
27. Waller Hall Dedication
28. History of Waller Hall Dept. of Theater
29. Distinguished American Lecture Series
30. Series Organization
31. Alex Haley, 1991
32. Haley Lecture, September 25, 1991
33. Dedication of Halls on Campus
34. Eberly College of Business Dedication, April 17, 1996

**Box 2 (41 folders)**
1. Inaugural Alternative
2. Invitations To Inauguration, February 11-May 2, 1980
3. Dr. Worthen Inauguration
5. Ronald Shaffer, 1986
6. Howard Tompkins, November 15, 1986 Medal of Distinction
7. Distinguished Artists Plaque
10. Joseph Serene, June 14, 1986 Medal of Distinction
12. Retirement
13. Refocus
15. Newkerk Dinner, July 10, 1994
16. Fran’s Retirement Luncheon
18. Lecture Series Arthur Miller, September 29, 1992
19. Arthur Miller, 1992
27. Jack Lecture, 1993
28. Lecture Series Committee (1)
29. Lecture Series Committee (2)
30. Arthur Miller Lectures
31. Professor Arthur Miller, September 1992
32. Arthur Miller
34. William Lund, 1989
35. Charles Davis, 1988 Medal of Distinction
36. Sandra Day O’Connor, 1989
37. Marvin Kalb Jack Lecture Series, September 24, 1986
38. Carl Sagan Jack Lecture Series, September 26, 1984
39. Louis Rukeyser, 1990
40. Rukeyser Lecture Series, September 26, 1990
41. Peggy Noonan, October 4, 1994 Jack Lecture

Box 3 (40 folders)
1. Welty Investiture, November 8, 1985
2. Investiture Procedure, 1985
3. Investiture Distribution Speech
4. President Investiture Luncheon
5. Inaugurations
6. IUP Representative to Lanni Inaugural
7. Hassler Inauguration, 1969
8. Inauguration File
9. Inauguration
10. Announcement List
11. Investiture Script
12. 20th Anniversary Inauguration Committee, 1989
13. 20th Anniversary Inauguration Committee, 1985
14. Anniversary (20th) Celebration Week of Events
15. Nov. 3-9, 1985 20th Anniversary – University Strike
16. 20th Anniversary / Inauguration - Invitation list and dinner
17. Investiture of Dr. John D. Welty
19. Library Dedication
20. Correspondences and Miscellaneous Notes Library Dedication
21. Stapleton Library Dedication
22. Library Invitations
23. Library Invitation List
24. Inauguration Speeches, May 2, 1980
25. Symposium Committee Minutes
26. President Inauguration Packet
27. REPORT to IUP alumni Newspaper, August 1980
28. Inauguration Planning
29. Symposium Receptions  
30. Steering Committee Minutes  
31. Inauguration Worthen, 1979-1985 papers  
32. General Invitation  
33. Investiture of President Wilburn, May 16, 1976  
34. IUP President Comments on Inaugural Symposium weekend  
35. Indiana Gazette, IUP 20th Anniversary Supplement, October 31, 1985  
36. Investiture 1976 Robert Charles Wilburn  
37. Worthen Inauguration  
38. 20th Anniversary, and Investiture John D. Welty  
39. Inauguration Materials  
40. Invitations and Programs

**Box 4 (27 folders)**  
1. The Investiture of Dr. John D. Welty  
2. Inauguration General Information Programs From Other Colleges (1)  
3. Inauguration General Information Programs From Other Colleges (2)  
4. Inauguration Materials  
5. Worthen Inauguration, 1979  
6. Investiture Material  
7. Pace Univ. Inauguration of Patricia O’Donnell Ewers  
8. Indiana University of Pennsylvania (IUP) Honors Convocation Program  
   Investiture of Dr. Pettit 1993  
9. *The Penn* Student Newspaper, May 3, 1993 – Dr. Pettit 21st IUP President  
10. Lawrence K. Pettit Investiture Materials and Planning  
11. Personnel Birthdays  
12. Provost Mark Staszkiewicz, 1994  
13. Certificate of Appreciation  
14. The Capital Campaign Report  
15. Certificates  
17. Capital Campaign, October 30, 1987 GALA  
18. Boardwalk Bowl  
20. ARA, 2000-2001  
22. The Foundation For IUP Request For Disbursement (1)  
23. The Foundation For IUP Request For Disbursement (2)  
24. Beverly Sills, September 22, 1988  
26. Student Union Dedication  
27. John Sutton Hall Restoration

**Box 5 (39 folders)**  
1. The Oak 1994 Reflecting Challenges
2. The Campaign For Indiana University of Pennsylvania- Into The Twenty-First Century (3)
3. The Capital Campaign
4. The I-Uppers Alumni Reunion Weekend, 1997
5. Indiana Evening Gazette, October 12, 1974
6. Indiana University of Pennsylvania Alumni Memory Book Class of 1932
7. Indiana University of Pennsylvania Alumni Memory Book Class of 1947
8. Indiana University of Pennsylvania Alumni Memory Book Class of 1952
9. Indiana University of Pennsylvania Alumni Memory Book Class of 1957
10. Indiana University of Pennsylvania Alumni Memory Book Class of 1962
11. Indiana University of Pennsylvania Alumni Memory Book Class of 1967
12. Indiana University of Pennsylvania Alumni Memory Book Class of 1972
16. A Guidebook To John Sutton Hall (2)
17. Landmarks Planning, Inc. Report On John Sutton Hall Indiana University of Indiana
18. Camera Portfolio: Americana
19. Indiana University of Pennsylvania Residential Facilities Master Plan Draft
20. IUP Graphic Standards Program
21. Breezedale The Restoration (4)
23. Welcome Back to the Memories Indiana University of Pennsylvania The 1940’s Decade
24. The 1975 Centennial Scrapbook (9)
25. Owen J. Dougherty Field Dedication, September 19, 1992 (9)
26. IUP’s Millennium Party, January 17, 2000 (36)
27. The Indiana Story, 1875-1975 (2) John Merryman
28. Benjamin E. Mays Monograph Series “Scholarship and Excellence,” Volume 1, Number 1, 1987 (2)
29. Convocatum Est
31. Mrs. Lieutenant
32. IUP Commencement, 1984
33. IUP Commencement, 1986 (2)
34. IUP Commencement, 1987 (2)
35. IUP Commencement, 1988
36. IUP Commencement, 1989
37. IUP Commencement, 1992
38. The Source IUP Student Handbook, 1995-1997 (2)
39. Energy Independence. The S.W. Jack Cogeneration Plant

Box 6 (48 folders)
1. Breezedale Indiana University of Pennsylvania Indiana, Pennsylvania (2)
2. The Dedication of Breezedale, April 21, 1989 (2)
3. Twenty-fifth Anniversary Celebration John Sutton Hall Commemorative Booklet, December 16, 1990 (2)
4. First Catalogue of the Officers & Students of the State Normal School of the Ninth District Indiana Pennsylvania, 1875 (2)
5. The Cue
6. Seventeen 17 button (8)
7. Becoming a University (2)
8. Report to the Alumni
9. College Brochures (13)
10. Transfer of the Deed Ceremony
11. The dedication of McCarthy Hall, June 20, 1991
12. Groundbreaking Ceremony for the IUP Cogeneration Facility
13. IUP Football Brochures (3)
14. Pennsylvania Education the Master Plan (2)
15. Liberal Studies Program Council of Trustees, May 15, 1987
16. The Marching Band Under the Direction of Dr. Charles Casavant (2)
17. Gorell Brochures (3)
18. President’s Apartment Greeting Cards (13)
19. IUP Undergraduate Catalog, 1974-1976
20. IUP Undergraduate Catalog, 1973-1974
21. IUP Undergraduate Catalog, 1972-1973
22. IUP Undergraduate Catalog, 1971-1972
23. IUP Undergraduate Catalog, 1970-1971
24. IUP Undergraduate Catalog, 1969-1970
25. IUP Undergraduate Catalog, 1968-1969
26. IUP Undergraduate Catalog, 1967-1968
27. IUP Undergraduate Catalog, 1966-1967
28. IUP Undergraduate Catalog, 1965-1966
29. Indiana State Teachers College Undergraduate Catalog, 1964-1965
30. Indiana State Teachers College Undergraduate Catalog, 1963-1964
31. Indiana State Teachers College Undergraduate Catalog, 1962-1963
32. Indiana State Teachers College Undergraduate Catalog, 1961-1962
33. Indiana State Teachers College Undergraduate Catalog, 1953-1954
34. Indiana State Teachers College Undergraduate Catalog, 1952-1953
35. Indiana State Teachers College Undergraduate Catalog, 1951-1952
36. 1875-2000 125 Years IUP Sticker Roll (4)
37. Conference Invitation From Lawrence K. Pettit and James H. McCormick
38. The President’s Five-Year Report, 1992-1997 (8)
39. IUP Magazine the 125th (4)
40. Charter Application By Phi Beta Kappa, October 30, 1997 (2)
41. The Honors Convocation Program and The Investiture of Dr. Lawrence K. Pettit, May 2, 1993 (11)
42. Folder of Envelopes, Greeting Cards, and Invitations from President Pettit
44. IUP in the News (2)
45. IUP Handout on Fees (3)
46. The Future at the Bicentennial
47. The Story of a Man Dr. Willis E. Pratt, President
48. Investiture Address President John D. Welty (2)