A Guide to the

THOMAS ELSA JONES COLLECTION (1-71), 1925-1947

Fisk University Archives

Processed by Uzoma Miller, Mattie McHollin, Joi Jenkins and Andrea Jackson, Archivist Assisted by Lula Brooks, Kimberly Goods, Dixie Jernigan, and Shannon Mathis April 2005

> Fisk University Archives Franklin Library 1000 17th Avenue North Nashville, TN 37208

SCOPE AND CONTENT

The Thomas Elsa Jones Presidential Collection (1-71) is comprised of 71 boxes consisting of 17 series: Personal Materials; General Correspondence; Board of Trustees; Faculty and Staff; Students and Alumni; Building Development and Properties; Financial Records; World War II and Military Materials; Music; Office of Public Relations; Office of Publicity; Organizational Affiliations; Publications; Addresses, Manuscripts, Reports, Speeches and Writings; Special Events; Interim Administrative Committee; and Miscellaneous Materials. The last box of the collection also contains photographs and fragile publications. Photocopies of these photographs are found throughout the collection; these need only be accessed if a particular photograph must be duplicated. This is the second collection of processed materials on Jones' tenure at Fisk University as president from 1926 to 1946.

Series I: Personal Materials; Series II: General Correspondence

The Personal Materials primarily found in this collection consist of biographical information and correspondence with family and friends. There are few financial records and insurance policy materials. The folders are arranged chronologically.

The General Correspondence contains three subseries: College/University Correspondence, Resignation, and Work Camps. All correspondence is arranged alphabetically. Some notable people with whom Jones corresponded were Jane Addams, W. E. B. DuBois, Langston Hughes, Eleanor Roosevelt, John D. Rockefeller, and Augusta Savage. The College/University Correspondence mostly contains incoming and outgoing letters from presidents and deans at Historically Black Colleges and Universities; although there are some folders on other educational institutions. There is correspondence on both the tentative resignation of Jones in 1941, and his final official resignation in 1946 in the Resignation subseries. Fisk University students participated in Work Camps during the summers. Of note in the collection is the Whiteville Work Camp whereby students were engaged in assisting the residents of rural Whiteville, Tennessee in a project to build schools. This project was an example of a consistent feature of Jones' tenure in which he intertwined community development with scholarship.

Series III: Board of Trustees

Within the Board of Trustees materials, researchers will find correspondence, minutes of the meetings, and reports from the President and the Interim Administrative Committee (the select group of faculty who oversaw the administrative responsibilities of the university during the transition between Jones' and Charles S. Johnson's presidencies). These reports are also found in book form which is easier for researchers to use.

Series IV: Faculty and Staff; Series V: Students and Alumni

The Faculty and Staff series consists of five subseries: Correspondence and Contracts; Faculty Committees; Departmental Reports; Executive Committee of the Faculty; and Meeting of the Faculty. The Correspondence and Contracts are extremely useful to researchers interested in the backgrounds, salaries, and correspondence of faculty and staff during Jones' tenure. This subseries is arranged alphabetically by last name. Particularly interesting is the correspondence between Charles S. Johnson and Jones; of note are documents regarding the possibility of hiring Zora Neale Hurston as a faculty member (1934). The various Faculty Committees are arranged alphabetically by name of committee. Departmental Reports consist of yearly reports of activities, budgets, and proposals. These reports are arranged alphabetically by name of department. Some departments were never formally established, however the information regarding their possible conception is valuable to understanding the curriculum development at Fisk. Of significant interest is the Aeronautics program – a rare entity at most universities.

The Executive Committee of the Faculty played an integral role in making key decisions for the university. This subseries consists of three sub-subseries: Correspondence; Minutes; and Sub-Committees. The Correspondence and Minutes are arranged chronologically. The minutes can be found both bound and within folders; neither form is totally inclusive, therefore it is best to refer to both forms. The third sub-subseries contains information on sub-committees and correspondence with the Executive Committee arranged alphabetically. The last subseries in the Faculty and Staff Series is the Meeting of the Faculty. This subseries contains minutes of the general body of Fisk Faculty members, both bound and in folders. Similar to the Executive Committee series, it is best to access both types to gain a more complete history.

The Students and Alumni series is comprised of two subseries: Students and Alumni. Both subseries contain correspondence arranged chronologically. The Students sub-subseries contains information on student interests and committees. Also of note is the case of Ishmael Flory, a graduate student forced to withdraw from the university for his publicized petition against the Jubilee Singers performing at a segregated venue. Support for Flory comes from national organizations such as the NAACP and other colleges and universities. The Alumni subseries features information on the Alumni Association and on various alumni who corresponded with Jones and other administrators at Fisk University.

Series VI: Building Development and Properties

The Building Development and Properties series consists of general correspondence regarding the development of different buildings on Fisk's campus. Additionally, architectural bids and plans, as well as property insurance information, can be found within this series. The folders are arranged alphabetically by building or type of correspondence and are useful to researchers interested in the growth of Fisk's physical plant during Jones' tenure.

Series VII: Financial Records

The Financial Records in this collection consist of five subseries: Endowments, Gifts and Grants; Foundations; General Education Board; Scholarships; and General Business Office Records. All records are in alphabetical order.

Endowments, Gifts, and Grants give extensive information on the annual endowment campaigns in which Jones aggressively solicited funds for the university. For more information on the endowment campaigns, researchers should also consult the

Office of Public Relations series for correspondence of Theodore Yoder who was the contact for many of those campaigns and Director of Public Relations. Prospective donors are arranged primarily by location. Information on both prospective foundations, and those which gave money to Fisk can be found in the Foundations subseries.

The General Education Board was a large foundation which gave money consistently to Fisk University – as well as many other Black educational institutions in the South – for various projects including curriculum development and property building. Proposed fellowships for faculty members are also found within this series. There is a great amount of correspondence regarding the ventures in which they assisted Fisk.

The Scholarships in this collection are in alphabetical order, and document the different endowed scholarships given from estates and individual donors. Also found within this subseries is some of the Student Aid Committee information. This committee voted on which students would receive aid from the university. Lastly, the General Business Office Records conclude the Financial Records series with expenditures, audits, and financial reports of the university.

Series VIII: World War II and Military Materials

The documents regarding educational and training opportunities within institutions of higher learning during World War II are extremely valuable in documenting the role that Fisk University played on the domestic front. The World War II and Military Materials document special programs such as the Army Specialized Training Program which was housed at Fisk, as well as the Civilian Public Service Camps which Jones and other conscientious objectors participated in while on leave from the university. Arranged alphabetically, this series contains propaganda, correspondence, and information on veteran students at Fisk.

Series IX: Music

The Music series includes one subseries on the Jubilee Singers as well as information, materials, and programs for the University Choir, the Student Quartet, and other musical guests who came to Fisk during Jones' tenure. There is a substantial amount of information on Roland Hayes' visits to Fisk and correspondence on the Festival of Music and Fine Arts – a signature Fisk University event. Documents regarding Marian Anderson's visit to Fisk can also be found in this series. The Jubilee Singers information includes correspondence with various managers of the singing group.

Series X: Office of Public Relations; Series XI: Office of Publicity

The Office of Public Relations series is comprised primarily of correspondence from the administrators of the Public Relations department at Fisk. These individuals include Theodore Yoder and Eva Child. Additionally much information on the endowment campaigns can be found within this series as Yoder served as a director of the annual initiatives to raise money for the university.

The Office of Publicity series consists of correspondence with the Director of Publicity, Luanna Bowles and her staff. Much of the correspondence directed to Jones regarding publications, bulletins, and information on the university was referred to this office. Researchers interested in printing companies which solicited Fisk for business will find useful information in this series. Various types of media used to publicize Fisk University can be found in this section as well.

Series XII: Organizational Affiliations

Organizations to which Jones belonged or those interested in Fisk University are found in the series Organizational Affiliations. This series has four subseries: American Friends Service Committee; Educational Organizations; Civic, Social, and Political Organizations; and Conferences.

Jones was a birthright member of the Society of Friends – also known as the Quakers. The American Friends Service Committee served as a social justice organization founded by the Quakers to support various peace programs. This extensive series includes correspondence, engagements, and speeches made by Jones. Researchers interested in the Civilian Public Service Camps Jones participated in should consult the World War II and Military series in addition to this subseries.

The Educational and Civic, Social, and Political Organizations subseries are arranged alphabetically by organization. They include correspondence between groups with varied missions. Documents regarding Fisk University becoming the first Black institution of higher learning to receive a Class A rating from the Southern Association of Colleges and Secondary Schools can also be found in the Educational Organizations subseries. Lastly, the Conferences subseries includes correspondence between Jones and organizations either wishing to hold conferences on the campus or requesting the leadership of Fisk administrators in conducting them. The agenda for the first Race Relations Institute held at Fisk University can be found in this alphabetically arranged subseries.

Series XIII: Publications

The Publications series holds many university publications like the *Fisk Herald*, *Fisk News*, and the *Fisk University Bulletin*. The publicity office composed a biographical sketch of James Weldon Johnson which is also housed in this series. Additionally, other university bulletins, institutional newsletters, and newspaper clippings are included in this series.

Series XIV: Addresses, Manuscripts, Reports, Speeches, and Writings

Addresses, Manuscripts, Reports, Speeches, and Writings is the name of the series, and individually these types of documents make up the various subseries found in this section. All subseries are arranged alphabetically by the title of the report, manuscript, or speech. Available are manuscripts and writings composed by Jones as well as others at Fisk and elsewhere. Additionally some correspondence is found regarding Jones' speaking engagements.

Series XV: Special Events

The Special Events found within this series include commencements, convocations, receptions, and Jones' 1926 Inauguration. The series primarily consists of correspondence and addresses, but also contains programs and news releases.

Series XVI: Interim Administrative Committee

Although a short series, the Interim Administrative Committee series contains the correspondence and minutes of the group of faculty members who oversaw the administrative responsibilities of the university after Jones resigned in 1946 until Charles S. Johnson officially assumed the presidential office in 1947.

Series XVII: Miscellaneous Materials

The Miscellaneous Materials of this collection make up the final series and include Fisk Related and Non-Fisk Related Materials such as unknown or undated mailing lists, notes, and a biography of Herbert Hoover. Of note in this series is the amendment to the Charter, the Articles of Incorporation, and bylaws of Fisk University.

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- 1 Biographical Information. 1929, 1943
- 2 Commencement Correspondence with Friends, 1928
- 3 Contributions, 1935-1937
- 4 Contributions, 1941-1942
- 5 Family Correspondence, 1935-1943
- 6 Correspondence, Jan.-Sept. 1926
- 7 Correspondence, Oct.-Dec. 1926
- 8 Correspondence, Jan. 1927
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- 11 Correspondence, 1928-1931
- 12 Correspondence, 1935
- 13 Correspondence, Parker, Rev. Fletcher Douglas (Immanuel Congregational Church), 1935-1942
- 14 Correspondence, 1936-1938
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- 16 Correspondence, 1941
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- 18 Correspondence, 1943
- 19 Correspondence, 1946-1947
- 20 Correspondence, n.d.
- 21 Correspondence, Creditors, 1935-1937
- 22 Death Announcements, 1941-1942
- 23 Financial Materials, 1936-1943
- 24 Insurance Policies, 1940-1943
- 25 Invitations to Visit Fisk, 1935-1942
- 26 Requests for Student Workers, References, 1945-1947
- 27 Subscriptions, Organization Dues, 1945
- 28 Well-Wishes for Birthday and Return to Fisk, 1941-1942

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- 1 A, Nov. 1926-Sept. 1928
- 2 A, Feb. 1930-Nov. 1933
- 3 A, Feb. 1940-Dec. 1944
- 4 Addams, Jane, May 1928-Jan. 1930
- 5 B, Sept.-Dec. 1926
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- 8 B, Dec. 1929-Dec. 1930
- 9 B, Jan. 1931-May 1932
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- 11 B, Feb. 1940-June 1944
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5 R, Jan.-Dec. 1939

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10 R, Jan. 1945-Jan. 1946, n.d.

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13 Roosevelt, Eleanor, May 1939-Dec. 1944

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15 S, 1928

16 S, 1929

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12	1	Alabama State Teachers College, May 1944
	2	Atlanta University, 1926

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8 Meharry Medical College, July 1937-Dec. 1938

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15 Morehouse College, 1926, 1944

16 Pendle Hill Graduate Center, 1935-1936

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18 Spelman College, June 1943-Sept. 1945

19 Southern University, January 1942

20 Swarthmore College, Feb. 1945

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- 22 Tougaloo College, 1949-50, n.d.
- 23 Tuskegee Normal & Industrial Institute, Oct.-Dec. 1926
- 24 Tuskegee Normal & Industrial Institute, 1927, 1942, 1945
- 25 Virginia Normal & Industrial Institute, November 1926
- 26 Ward-Belmont School, January 1928
- 27 West Virginia State College, February 1942
- 28 Whittier College, Jan 1931-Sept. 1935
- 29 Wilberforce University, Nov. 1932-Feb. 1942
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- 1 First Attempt to Resign, 1941
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- 3 Fellowship of Reconciliation at Fisk, May 1943-Jan. 1944
- 4 Whiteville, Feb.-Dec. 1943
- 5 Whiteville, Jan.-Mar. 1944
- 6 Whiteville, Apr.-Aug. 1944
- 7 Whiteville, Sept.-Dec. 1944
- 8 Whiteville, Jul.-Dec. 1945
- 9 Whiteville, Jan.-Jul. 1946
- 10 Whiteville, n.d.

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- 11 Correspondence, 1925-1939
- 12 Correspondence, Jun. 1940- Jul. 1947
- 13 Correspondence, n.d.
- 14 Committee on President, Minutes, April 10, 1946
- 15 Standing Committees, 1945-1946, n.d.
- 16 Minutes, May 9, 1933
- 17 Minutes, Apr. 1937-Dec. 1940
- 18 Minutes, May 2, 1941, Oct. 24, 1941
- 19 Minutes, Apr. 15, 1942, Oct. 30, 1942
- 20 Minutes, Oct. 26, 1943, Apr. 21, 1944, Oct. 26, 1944
- 21 Minutes, Oct. 26, 1945
- 22 Minutes, Oct. 1946, Apr. 1947

23 Minutes, n.d.

24 Executive Committee, Minutes, 1938-1943

25 Executive Committee, Minutes, 1944-1947

- 26 Executive Committee, Minutes, n.d.
- 27 Roster, n.d.

15 1 President's Annual Report, 1927-1928

2 President's Annual Report, 1934-1935

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- 4 President's Annual Report, 1942-1943
- 5 President's Annual Report, 1943-1944
- 6 President's Annual Report, 1944-1945
- 7 President's Annual Report, Oct. 1946
- 8 Interim Administrative Committee's Report, April, 1947

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 - 2 Alexander, Lloyd, 1932-1946
 - 3 Allen, William, 1936-1944
 - 4 Allison, Andrew J., 1928-1942
 - 5 Anderson, Grace, 1933
 - 6 Arnette, Bessie, 1937-1938
 - 7 Baker, Paul E., 1938
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 - 10 Barber, Clarence, 1946
 - 11 Battle, Mary K., 1928
 - 12 Beals, Jesse, 1928-1942
 - 13 Bender, D. F. (David), 1943-1946
 - 14 Bennett, L. Howard, 1937-1938
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 - 16 Birch, Theresa A., 1928

17 Bond, Horace Mann, 1928-1933

18 Bontemps, Arna, 1943-1944

19 Bostic, Arthur, 1944

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24 Brady, St.Elmo, 1928-1944

24 Braithwaite, Coleridge, 1940

25 Brewton, John E., 1942

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28 Brown, Marie Faulkner, 1945

29 Brown, Peggie, 1943-1946

30 Brown, Ray F., 1928-1932

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- 32 Browne, Frederick A., 1928-1935

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39 Caliver, Ambrose, 1928-1935

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50 Chambers, Gertrude, M., 1940

51 Chapman, Harold, 1939

52 Child, Eva, 1945-1946

53 Christman, William, 1946

54 Clark, Louis P., 1938-1939

55 Cofer, Lloyd, M., 1932-1933

56 Collins, Leslie M., 1945-1946

57 Cook, Ella Frances, 1928

58 Cottin, John E., 1932-1946

59 Creswell, Isaiah T., 1933-1946

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61 Currier, Theodore S., 1932-1946

62 Cutler, Addison T., 1937-1940

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64 Daniel, Sadie E., 1935-1946

65 Dean, Charlotte, 1945-1946

66 Derricotte, Juliette, 1930-1931

67 Dismukes, Alice M., 1944, n.d.

68 Dodson, Owen, 1939

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70 Doyle, Bertram E., 1928-1936

- 17 1 Edwards, Paul K., 1928-1933
 - 2 Ellis, Wade, 1938-1940

3 Faulkner, W. J., 1926-1946

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5 Fields, Victor H., 1939-1946

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9 Frazier, E. Franklin, 1932-1933

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12 Gaskill, Elwood, 1942

13 Gaskin, Harold, 1941

14 Gibbs, Elizabeth, 1945-1946

15 Gibbs, James A., Jr., 1943-1946

16 Gilbert, Ethel B., 1928-1932

17 Goin, Viola W., 1932

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19 Goodlett, Carleton, 1941-1942

20 Goodrich, James H., 1928-1939

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22 Greene, Ellen F., 1936-1940

23 Greene, Marilyn, 1945

24 Griffey, William A., 1933-1939

25 Grimes, C. Vernette, 1939-1945

26 Gunn, Helen Hill, 1944

27 Harris, Robert, 1942

28 Harrison, Grace, 1928

29 Haskins, Richard H., 1936-1943

30 Hauser, Ida, 1928

31 Hawkins, W. D., Jr., 1938-1946

32 Hayden, Robert, 1946

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34 Hilyard, James R., 1932

35 Hines, George W., 1928

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37 Hodges, Charles, 1928

38 Holloway, Estelle M., 1946

39 Holloway, H. M., 1945-1946

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41 Hoover, Luella, 1928

42 Horne, Josie, Sellers, 1945

43 Hubert, Giles, 1936-1946

44 Imes, Elmer S., 1932-1941

45 Jackson, Blyden, 1945-1946

46 Jarvis, Edmond C., 1932

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21 Lanier, Emilio A., 1932-1946

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25 Lewis, C. F., 1939

26 Lipscomb, Ernestine A., 1945

27 Looby, Grafta M., 1939-1940

28 Lowe, A. Eloise, 1936

29 LuValle, James E., 1940-1941

30 Mabry, Thomas D., 1933

31 Marks, Eli S., 1935-1941

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33 Massey, Corrine V., 1941-1944

34 Massie, Samuel, 1946

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36 McAllister, Jane Ellen, 1928

37 McCulloch, Margaret, 1940-1944

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