Guide to the Records of

The Heritage Club
1998-2002

Record Group 6: College

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June 8, 2004
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ADMINISTRATIVE HISTORY

The mission of the Heritage Organization at Mount Saint Mary’s College was to encourage unity among African American students and students of African descent. The Heritage Organization provided students with a means for intellectual growth, social activities, involvement in community service, and also provided guidance toward spiritual growth and development.

In 1999, the mission was changed to focus on minority students, but not to exclude anyone who wanted to join. Native American, blacks, and Asian students could all become members of this club. Dr. Samples was the club moderator. The club encouraged community service; mentoring; discussions on such topics as leadership, affirmative action, and communication; and recommended inspirational reading. Members were required to attend two of the weekly meetings every month, attend at least one committee meeting and one focus group meeting per month, participate in at least one community service project and one fund raiser, and join at least one committee. Students who could not meet these requirements could join as volunteer members.

A few of the activities sponsored by the club were kickball, birthday celebrations, and movie night. As part of its community service activities, members also participated in the In the Streets celebration in Frederick for United Way, Halloween at Frederick Hospital, and helped at Beacon House. Funds were raised by selling calendars, holding a raffle, and selling non-alcoholic beverages during the Poetry Slam. Members of the club also created a Native American display in the Student Union Building. During the spring 1999 semester, black history quizzes were handed out as part of the club’s meetings. For black history month members of the club performed a program of skits, music, poetry, and held a fashion show.

The Heritage Club was organized into the following committees: Publicity Committee, Network Committee, Fundraising Committee, and the Community Service Project Committee.

PROVENANCE

Unknown. The binder containing the club’s records was left at Phillips Library in May 2004.

PROCESSING NOTE

Processing procedures consisted of removing the materials from the binder, and discarding
necessary duplicates and routine transmittals.

Unrelated items were transferred to appropriate collections. Records in folders were arranged, unless otherwise noted, in forward chronological order, with undated records appearing at the end of the folder.

SCOPE AND CONTENT NOTE

Records in this collection comprise approximately 0.2 feet of documents relating to the Heritage Club of Mount Saint Mary’s College in Emmitsburg, Maryland, from 1998 to 2002. The bulk of the materials dates from the Fall 1998-Spring 1999 academic year. These records include the club’s mission statement, lists of officers and members, a 1998 list of non-white students, meeting notes, outlines, attendance rosters, correspondence, black history quizzes, and rules and procedures.

This collection is arranged in four series:

Series I: Organization
Series II: Meetings
Series III: Committees
Series IV: Programs

SERIES DESCRIPTIONS

Series I: Organization, 1998-2001 (0.05 feet)
This series contains the Heritage Club’s mission statement, lists of officers and members, member rules and requirements, bank statements from 2000 and 2001, and a list of non-white students attending Mount Saint Mary’s during the fall of 1998.

The club’s mission statement is followed by member information, with the budget folder at the end.

Series II: Meetings, 1998-1999 (0.1 ft)
This series contains the outlines, notes, and attendance rosters kept for meetings held by the Heritage Club during the 1998/1999 academic year. The bulk of these records come from the fall semester. According to these records, members planned and discussed various social events, community service activities, and other programs. The meetings often concluded with inspirational readings, or discussions aimed at providing spiritual growth and development. The social activities planned by this club included a dance party, a poetry reading event, and a fashion show. During the spring semester, the club gave black history quizzes at each meeting.
Some of these quizzes can be found in Series IV, Programs. Some of the community service events planned by the club included a Halloween Party at Frederick Hospital, helping at Beacon House, and assisting the United Way during the In The Streets event in Frederick, Maryland.

Folders in this series are arranged in chronological order.

**Series III: Committees, 1998-1999 (0.05 ft)**
This series contains outlines of committee meetings, notes, and attendance rosters for the meetings held by the club’s committees during the fall semester, and documents the plans made for committee-sponsored activities, particularly the 1999 Mount Student Athlete Calendar produced and sold by the Fundraising Committee.

The Community Service Project Committee was responsible for arranging community service projects such as Halloween at Frederick Hospital, In The Street for the United Way, and helping out at Beacon House. The Fundraising Committee held a raffle, sold non-alcoholic drinks during the poetry slam, and created a 1999 calendar featuring prominent Mount student athletes. The Network Committee was responsible for making contacts outside the Mount to look for partners for activities of interest to members of the club. This included making contacts to obtain the names of local Directors of Multi-Cultural Affairs, obtaining e-mail addresses and phone numbers, and learning about any upcoming events such as dances, speakers, plays, and so on. The Publicity Committee was responsible for decorating the bulletin board, putting up displays, and publicizing fundraisers and activities.

Records in this series are in alphabetical order by committee.

This series contains official Mount Saint Mary’s guidelines and procedures for club-sponsored events, attendance rosters for two kickball games and movie nights sponsored by the club, and a spring 1999 calendar for the club activities, the black history quizzes, plans for the black history program produced by the club in March 1999 along with other information about black history month campus events, and outlines and notes relating to discussion topics at meetings along with some of the inspirational poems read there. The series also contains correspondence relating to the use of the campus Multicultural Center.

The folder containing general information about events is followed by the rest of the folders in alphabetical order.
Box 1

Series I: Organization

Mission Statement, 1998-1999
List of Officers, 1998-1999
Lists of Members, 1998
List of Non-White Students, MSM, 8/31/1998
Volunteer Members, 1998
Member Rules and Attendance, 1998
Budget, 1998

Series II: Meetings

Meeting, September 3, 1998
Meeting, September 10, 1998
Meeting, September 17, 1998
Meeting, September 24, 1998
Meeting, October 1, 1998
Meeting, October 8, 1998
Meeting, October 22, 1998
Meeting, October 29, 1998
Meeting, November 5, 1998
Meeting, November 12, 1998
Meeting, November 19, 1998
Meeting, December 10, 1998
Meeting, January 13, 1999
Meeting, January 26, 1999
Meeting, February 9, 1999
Meeting, April 29, 1999

Series III: Committees

Community Service/Service Project Committee, Fall 1998
Fundraising Committee, September 1998
Fundraising Committee - 1999 Calendar, Fall 1998
Fundraising Committee – Poetry Slam Cocktail Bar, Spring 1999
Network Committee, 1998-1999
Publicity Committee, 1998

Series IV: Programs
Events, 1998-1999
Black History Quizzes, 1999
Black History Program, 1999
Intellectual Growth, Fall 1998
Multi-Cultural Center, February 1999
Poetry Night, October 2002