

Guide to the BHCC Faculty Handbooks

Bunker Hill Community College Archives

N-318

250 Rutherford Ave, Boston, MA 02129

Collection Overview

Title: BHCC Faculty Handbooks

Record Group Number: 011.08

Creator: Office of Academic Affairs

Date: 1973-2014, bulk 1973-1996

Extent: 3 boxes (1.83 Linear Feet)

Language: Materials are in English

Administrative Information

Access and Restriction Information: This collection is open for research.

Description Statement: Except where otherwise noted, the guide for the BHCC student handbooks by Bunker Hill Community College Archives is licensed under a [Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International License] (<https://creativecommons.org/licenses/by-nc-nd/4.0/>).

Preferred Citation:

[Item title/description here]. [Date here]. [Record Group here], Box #, Folder #.
BHCC Faculty Handbooks. Bunker Hill Community College Archives, Boston, Massachusetts.

Scope and Contents

This collection consists of handbooks distributed to faculty and staff at Bunker Hill Community College from 1973 to 2014. The materials were created by the Office of Academic Affairs and are informational handbooks describing various BHCC policies and procedures for new and current faculty. The materials are text-based

and consist primarily of handbooks; some memoranda and documents are also included within the collection.

Arrangement

This collection is arranged into two series.

Collection Inventory

Series 1: Faculty and Staff Handbooks

This series consists of the faculty and staff handbooks created by the Office of Academic Affairs from 1973 to 2014, with the bulk of the materials created from 1973 to 1991. The handbooks include information regarding BHCC rules, regulations, and procedures for new and current BHCC faculty and staff. The materials in the series are text-based and consists primarily of handbooks.

Box 1

- Folder 1: 1973 Faculty Information Handbook
- Folder 2: 1974-75 Faculty Handbook
- Folder 3: 1975-76 Faculty and Staff Handbook
- Folder 4: 1976-77 Faculty and Staff Handbook
- Folder 5: 1978-79 Faculty and Staff Handbook
- Binder: 1978-79 Faculty and Staff Handbook
- Folder 6: 1981-82 Faculty and Staff Handbook
- Folder 7: 1983-1984 Faculty and Staff Handbook
- Folder 8: 1985-1986 Faculty Handbook
- Folder 9: 1985-1986 Faculty and Staff Handbook
- Folder 10: 1986-1987 Faculty and Staff Handbook
- Folder 11: 1987-1988 Faculty and Staff Handbook
- Folder 12: 1988-1989 Faculty and Staff Handbook
- Folder 13: 1989-1990 Faculty and Staff Handbook
- Folder 14: 1990-1991 Faculty and Staff Handbook
- Folder 15: 1996-1997 Employee Handbook
- Folder 16: 2007-2008 Adjunct Faculty Handbook
- Folder 17: 2010-2011 Adjunct Faculty Handbook
- Folder 18: Faculty Resource: Code of Conduct

Series 2: Advising Handbooks

The second series consists of advising handbooks created by the Office of Academic Affairs from 1974 to 1996. The handbooks contain rules, guidelines, and procedures for student advising and includes degree requirements, elective recommendations, and forms to be used by advisors. The materials in the series are text-based and primarily includes handbooks with additional formats including loose paper documents including forms, and memoranda.

Box 2

- Folder 1: 1974-1975 Advisor's Handbook
- Folder 2: 1984-1985 Advisor's Handbook
- Folder 3: 1989-1990 Advising Handbook Copy 1
- Folder 4: 1989-1990 Advising Handbook Copy 2

Box 3

- Folder 1: 1990-1991 Advising Handbook
- Folder 2: 1991-1992 Advising Handbook
- Folder 3: 1992-1993 Advising Handbook
- Folder 4: 1993-1994 Advising Handbook
- Folder 5: 1994-1996 Advising Handbook
- Folder 6: 1996-1997 Advising Handbook

Related Finding Aids

[RG011.01 - Third Rail Newspaper](#)

[RG011.02 - BHCC Catalogs](#)

[RG011.03 - Faculty and Staff Newsletter](#)

[RG011.04 - Miscellaneous BHCC Newsletters](#)

[RG011.05 - BHCC Calendars](#)

[RG011.06 - BHCC Student Handbooks](#)

[RG011.07 - BHCC Student Publications](#)