

Concordia University Records Management and Archives

Finding Aid - Office of the Treasurer fonds (I198)

Generated by Access to Memory (AtoM) 2.3.0 Printed: September 30, 2016

Language of description: English

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Office of the Treasurer fonds

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Summary information

Repository:	Concordia University Records Management and Archives
Title:	Office of the Treasurer fonds
ID:	I198
Date:	1965 - 1974 (date of creation)
Physical description:	3.6 m. of textual records
Language:	English
Dates of creation, revision and deletion:	

Administrative history / Biographical sketch

Note

Until the mid-1960s, the accounting and financial aspects of the Sir George Williams University affairs were mainly handled by the YMCA of Montreal. Because of the increasing size and complexity of the University's finances, and the requirements of the Quebec Ministère de l'Éducation for more detailed data, steps were taken in 1966 by the University to establish an Office of the Treasurer to take over these functions. In January 1967, William McIntosh Reay became the first University Treasurer, thus relieving Henry G. Worrell, Controller of the University, from some of the many heavy responsibilities that had gradually accrued to his office (the function of Controller was actually abolished in 1971). The University set up its own accounting system from June 1, 1967 and the fiscal year 1967-1968, was the first for which complete separate University financial statements were prepared. During that period the University substantially used the services of the Computer Centre in the areas of payroll, accounts payable and financial statements.

Scope and content

The fonds documents the financial management of Sir George Williams University during its last decade, before its merger with Loyola College to form Concordia University.

The fonds is mainly composed of financial reports and statements, and general ledgers.

The fonds is organized into the following series:

I198/4120 Governing Bodies Committees

I198/7200 Budget

I198/7220

Financial Statements and Reports

I198/7320

Accounting Registers

Notes

Title notes

Immediate source of acquisition

The documents were transferred to Concordia University Records Management and Archives by Concordia Office of the Treasurer, in 1975, 1989, 1998, and 1990.

Restrictions on access

There are no restrictions on access.

Finding aids

Box listings available.

Accruals

No further accruals expected.

Other notes

- **Publication status:** Published

Access points

- Textual record (documentary form)