

# Lippincott, Dorothy

Dorothy Lippincott Papers

1974-1978, undated

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## Title Statement

Lippincott, DorothyA Guide to the Dorothy Lippincott Papers RG 6-4B1

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## Profile Description

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**Language Usage:** Finding aid written in English.

**Descriptive Rules:** Describing Archives: A Content Standard

## Descriptive Summary

### Unit ID

RG 6-4B1

### Unit ID

/repositories/3/resources/252

### Unit Date

1974-1978, undated

### Unit Date

Date acquired: 09/03/1974

### Language

English

### Abstract

An Old Dominion University administrator, her collection includes the records of Town-N-Gown, a group dedicated to establishing cooperation between the university, the city, and the military.

### Extent

0.20 Linear Feet

### Extent

1 half Hollinger document case boxes

### Repository

ODU University Archives

# Administrative Information

## Conditions Governing Access

The collection is open to researchers without restrictions.

## Conditions Governing Use

Before publishing quotations or excerpts from any materials, permission must be obtained from Special Collections and University Archives, and the holder of the copyright, if not Old Dominion University Libraries.

## Source of Acquisition

Dorothy F. Lippincott

## Method of Acquisition

Gift. Accession #A74-7

## Preferred Citation

[Identification of item], Box [insert number], Folder [insert number and title], Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

# Biographical or Historical Information

Dorothy Lippincott received her bachelors degree from the College of William and Mary and her Master of Science in Education from Old Dominion University. She began working at the Norfolk Division of the College of William and Mary in 1957. One year later, Mrs. Lippincott was appointed full time director of College Relations and Placement. In that capacity, she established Old Dominion's first Placement Office and organized its first formal recruitment programs by businesses, government, and industry. She was also responsible for developing annual Federal Career Days, business and industrial career conferences, campus wide alumni celebrations, the first general information folder at Old Dominion University, departmental brochures, a campus wide calendar of events. Mrs. Lippincott was also the coordinator of Old Dominion University's first appearance and victory on the G.E. College Bowl television program in 1970. Eventually, Mrs. Lippincott was named to serve as liaison between Old Dominion University and the news media, In that capacity, she coordinated a half-hour program on WTAR radio. In addition, she handled various special events at the University such as the dedication of new buildings or facilities. At the same time she developed the Old Dominion University Speakers Bureau and worked very closely with organizations such as Town-N-Gown and the Faculty Wives Club. After a long and distinguished career, Mrs. Lippincott retired on July 1, 1974.

Note written by Special Collections Staff

# Scope and Contents

This collection includes correspondence; records related to the Town-N-Gown community organization, reports, and brochures kept by Dorothy Lippincott, who served in various media and public relations positions at Old Dominion University.

# Related Materials

Town-N-Gown Records (RG 36-15A)

# Keywords

Old Dominion University--Administrators

Quarantine Road (Norfolk, Va.)

Town-N-Gown (Norfolk, Va.)

Lippincott, Dorothy

# Accruals and Additions

Additional accessions made in January 1978 and March 1980.

# Description of Subordinate Components

**Box 1****Unit ID** Box 1**Unit ID** /repositories/3/archival\_objects/64111**Mixed Materials** 1 (box)**Folder 1: Correspondence****Unit ID** Folder 1**Unit ID** /repositories/3/archival\_objects/64112**Unit Date** undated**Mixed Materials** 1 (box)**Container** 1 (folder)**Preferred Citation**

[Identification of item and date], Box 1, Folder 1, Correspondence, undated, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 2: Memoranda: Monthly Meetings of the Town-N-Gown Board****Unit ID** Folder 2**Unit ID** /repositories/3/archival\_objects/64113**Unit Date** 1974 May-1975 March**Mixed Materials** 1 (box)**Container** 2 (folder)**Preferred Citation**

[Identification of item and date], Box 1, Folder 2, Memoranda: Monthly Meetings of the Town-N-Gown Board, 1974 May-1975 March, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 3: Minutes of the Town-N-Gown Board****Unit ID** Folder 3**Unit ID** /repositories/3/archival\_objects/64114**Unit Date** 1974 May-April 1976**Mixed Materials** 1 (box)**Container** 3 (folder)**Preferred Citation**

[Identification of item and date], Box 1, Folder 3, Minutes of the Town-N-Gown Board, 1974 May-April 1976, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 4: President's Report, Town-N-Gown****Unit ID** Folder 4**Unit ID** /repositories/3/archival\_objects/64115**Unit Date** 1974-1975**Mixed Materials** 1 (box)**Container** 4 (folder)**Preferred Citation**

[Identification of item and date], Box 1, Folder 4, President's Report, Town-N-Gown, 1974-1975, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 5: Memoranda: Monthly Meetings of the Town-N-Gown Board****Unit ID** Folder 5**Unit ID** /repositories/3/archival\_objects/64116**Unit Date** 1975 September-1976 May**Mixed Materials** 1 (box)**Container** 5 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 5, Memoranda: Monthly Meetings of the Town-N-Gown Board, 1975 September-1976 May, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 6: President's Report, Town-N-Gown**

**Unit ID** Folder 6

**Unit ID** /repositories/3/archival\_objects/64117

**Unit Date** 1975-1976

**Mixed Materials** 1 (box)

**Container** 6 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 6, President's Report, Town-N-Gown, 1975-1976, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 7: Nominations for Officers of the Town-N-Gown Board**

**Unit ID** Folder 7

**Unit ID** /repositories/3/archival\_objects/64118

**Unit Date** 1975-1976

**Mixed Materials** 1 (box)

**Container** 7 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 7, Nominations for Officers of the Town-N-Gown Board, 1975-1976, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 8: Town-N-Gown Executive Board**

**Unit ID** Folder 8

**Unit ID** /repositories/3/archival\_objects/64119

**Unit Date** 1975-1976

**Mixed Materials** 1 (box)

**Container** 8 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 8, Town-N-Gown Executive Board, 1975-1976, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 9: Town-N-Gown Executive Board**

**Unit ID** Folder 9

**Unit ID** /repositories/3/archival\_objects/64120

**Unit Date** 1976-1977

**Mixed Materials** 1 (box)

**Container** 9 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 9, Town-N-Gown Executive Board, 1976-1977, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 10: Town-N-Gown Chairmen and Presidents**

**Unit ID** Folder 10

**Unit ID** /repositories/3/archival\_objects/64121

**Unit Date** 1965-1977

**Mixed Materials** 1 (box)

**Container** 10 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 10, Town-N-Gown Chairmen and Presidents, 1965-1977, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 11: Town-N-Gown Activities**

**Unit ID** Folder 11

**Unit ID** /repositories/3/archival\_objects/64122

**Unit Date** 1965-1977

**Mixed Materials** 1 (box)

**Container** 11 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 11, Town-N-Gown Activities, 1965-1977, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 12: Town-N-Gown Brochures**

**Unit ID** Folder 12

**Unit ID** /repositories/3/archival\_objects/64123

**Unit Date** 1976-1977 and 1977-1978

**Mixed Materials** 1 (box)

**Container** 12 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 12, Town-N-Gown Brochures, 1976-1977 and 1977-1978, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 13: Pamphlet: The College of William and Mary in Norfolk (Report)**

**Unit ID** Folder 13

**Unit ID** /repositories/3/archival\_objects/64124

**Unit Date** undated

**Mixed Materials** 1 (box)

**Container** 13 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 13, Pamphlet: The College of William and Mary in Norfolk (Report), undated, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 14: Activities at Old Dominion University**

**Unit ID** Folder 14

**Unit ID** /repositories/3/archival\_objects/64125

**Unit Date** undated

**Mixed Materials** 1 (box)

**Container** 14 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 14, Activities at Old Dominion University, undated, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 15: Assorted Brochures**

**Unit ID** Folder 15

**Unit ID** /repositories/3/archival\_objects/64126

**Unit Date** undated

**Mixed Materials** 1 (box)

**Container** 15 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 15, Assorted Brochures, undated, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.

**Folder 16: Quarantine Road**

**Unit ID** Folder 16

**Unit ID** /repositories/3/archival\_objects/64127

**Unit Date** undated

**Mixed Materials** 1 (box)

**Container** 16 (folder)

**Preferred Citation**

[Identification of item and date], Box 1, Folder 16, Quarantine Road, undated, Dorothy Lippincott Papers, Special Collections and University Archives, Old Dominion University Libraries.