

NAME: University of Melbourne Department of Geography/  
Professor John Andrews.

ACCESSIONS: 75/32 and 76/16

TRANSFEROR: Geography Department

DATE OF TRANSFER: January 1975

INCLUSIVE DATES: 1955 - 1973.

HISTORICAL NOTE: The Department of Geography was established on 1 February 1959 when Dr. John Andrews, a graduate of Sydney and Cambridge and Senior Lecturer in Geography at the University of Sydney, took up the new Chair of Geography. He was joined by Arthur Wilcock, transferred from the Department of Geology, and soon by T.M. Perry, E.C.F. Bird and J.R.V. Prescott. By 1971 the Department had established "a strong interest" in coastal geomorphology, conservation, political geography, historical geography and urban geography. Professor Andrews retired in December 1974 and died in 1984. The collection includes material relating to his administration, research and other professional interests just prior to, and during, his time at the University of Melbourne.

[See University of Melbourne Gazette, 22 December 1958, p. 46, and photocopy of Professor Andrews' "The University of Melbourne - Department of Geography", 22 December 1971, preceding list].

#### List of Records

BOX 1

#### Departmental Correspondence

Much of this correspondence is of a routine nature, and kept chiefly as an example of how a department worked at this time.

General Correspondence 1959-1960. Letters concerning administration, excursions, equipment etc. including letter to and from Professor David Linton, N.Z.

General Correspondence 1961 (actually 1960-1962).

Departmental Correspondence 1962.

Departmental Correspondence 1963.

Departmental Correspondence 1964.

Departmental Correspondence 1965.

A.U.C. Questionnaires 1965. Andrews' answers to the Vice-Chancellor's queries.

BOX 2

Departmental Correspondence 1966.

Departmental Correspondence 1967.

Departmental Correspondence 1968.

Departmental Correspondence 1969.

Departmental Correspondence 1970.

Departmental Correspondence 1971. Includes a brief history of the Department for the special number of Australian Geographical Studies to mark the IGC in Canada in 1972.

Redmond Barry Building 1959-1964.

Routine items about setting up the space for the Geography Department.

Vehicles 1959-1973.

U.K. Map Orders, 1959-1965.

U.S. Map Orders, 1960-1965.

Map Orders 1971-1972.

Book Orders (inc. Blackwells) 1960-1964.

BOX 3

Students

Rulings, Permissions, Advice on Courses. 1961-1969.

Zuill, F.F. (Ph.D.) 1959-61.

Crown, A.D. (M.A.) 1960.

Post-Graduate Students, 1959-1965. (Enquiries about taking higher degrees, etc).

Notices to Students 1960-1964.

Notices to Students 1967-1971.

Secondary Teachers' College 1965-69.

2Correspondence with STC concerning payment of laboratory fees for STC students taking geography in the University Department, together with names of these students in 1966 and 1969.

Examinations

University Examinations 1960/61

Memoranda to Examiners from the Professorial Board and Faculties, time-tables, document on standardisation of marks,

Examination statistics, etc.  
University Examinations 1962  
Correspondence, Special Considerations, Special Examination  
Papers, Examiners' reports on B.A. Honours Theses etc.

University Examinations 1963  
Time Tables, lists of Examiners in Geography subjects.

University Examinations 1964

BOX 4

University Examinations 1965  
Fourth year thesis reports and administrative items as above.

University Examinations 1966  
As above.

University Examinations 1967.  
As above  
University Examinations 1968  
As above

University Examinations 1969  
As above

University Examinations 1970  
Administrative item only (no thesis reports)

Examination Timetables 1971-1974.

BOX 5

#### Excursions

Files on administration of field excursions 1960-1965 (6).  
Geography I 1960-1965  
Canberra Excursions, Geography II Arts, 1961.  
Adeliade Excursion, Geography III Arts, 1961.  
Geography II 1962, 1963, 1964.  
Geography II Arts and Science, 1965.  
Geography III, 1964.  
Geography III Arts and Science, 1965.

BOX 6

#### Class hand-outs

Multilithed material distributed to classes in Geography  
subjects, both for Arts and Science, 1970-1973.  
Inside some folders are the initials of the staff member for  
whom these were made.

Geography I Practicals - Demonstrators' copy.

Miscellaneous stencils (printed): Questionnaire and letter  
introducing Urban Students "to the Occupant" in connection with

W.S.Logan's study of urban renewal in inner Melbourne (Princes Hill), October 1972; and "Notes on the preparation of dissertations for final Bachelor of Arts Honours candidates in Geography", n.d.

BOX 7

Staffing (Private and Confidential)

1959-1963

1964 -

1965.

Geology and Mineralogy Chair Standing Committee. 1964-1965.

Testimonials, Ph.D. Exams.etc. (Confidential)  
1959-1963.

Canberra University College  
(ANU School of General Studies)  
Geography Chair (Confidential) 1960.

BOX 8

Research

Research at 1967 at other Universities (i.e. in Geography): Melbourne and Monash, Sydney, Macquarie, Adelaide, Flinders, Department of National Development, Newcastle, New England, Tasmania, W.A., N.S.W., Townsville.

Research Submission 1964-6 Triennium.

Research Correspondence etc. 1959-1964. Mixture of routine documents concerning funding, scholarships, etc. and a few enquiries from scholars.

Research Correspondence 1965.

Research Correspondence 1966.

REsearch Correpondence 1967.

Research Correspondence 1968.

Research Correspondence 1969.

Research Correspondence 1970.

BOX 9

Ramsay Report  
Includes R.F. Ericksen's "Points raised in discussion,

24/7/63".

#### Professorial Board

P.B. Committee on University Entrance, 1964. Meeting papers (duplicated in P.B.?)

P.B. Committee on Recognition of Courses in STC 1964.

P.B. Chairman 1965. Correspondence.

Chairman of the Professorial Board 1966. Correspondence.

Geography Advisory Committee, 1959. Letter from Andrews to P.B. Chairman, Professor Hills, suggesting the formation of a sub-committee of the Board to consult with him on the status of Geography in the University, 13 Mar. 1959, and drafts of changes in legislation relating to this subject.

#### Extension Committee

Minutes, Annual reports, (not complete) 1960-1964. Destroy if duplicated in Registrar's correspondence series.

#### Publications Fund Committee

1965-68. Minutes and correspondence.

#### Arts Faculty

Arts Buildings and Equipment Committee 1960/61/62//63.

1967 Correspondence.

Includes contribution on Geography Department for Dean's report.

Arts Faculty Correspondence 1968 (1967-1969).

Arts Faculty - Dean's Committee 1968. [Dean's Committee established by decision of Faculty, 2 Nov. 1966]

Includes copies of letters from Prof. J. Bowman, Middle Eastern Studies, concerning the structure of courses (photocopied to preserve content as the original copies are "Thermofax" or similar.

Observations made by Andrews (Acting Deputy Vice-Chancellor) in confidence to Professor H. Simon of Oriental Studies, concluding with the proposal for Faculty Fund.

Arts Faculty Correspondence 1970 (1969-1970).

Chiefly circulars.

Arts Faculty Correspondence 1971.

Arts Faculty 1972 Correspondence.

Proposal for the establishment of a new Faculty grouping, with comments by D. V. Prescott.

Standing Committee on Library Staffing 1965.

Economic Geography Department, Committee on.

Document prepared for Heads of Departments in the Faculty of Economics and Commerce by senior members of the Economic Geography staff, (M.M. Bayne, R.K. Wilson and C.S. Woods), 12 May 1961. It deals with the place of the subject now that a Geography Department has been established. R.K. W. "A Survey of the Standing of Economic Geography outside Melbourne" follows; with "Memo. for Professors Downing, Prest, Goldberg, "Suggestion re Economic Geography", unsigned, which puts forward a plan not perfect, but which "might meet academic and personality problems and could be modified by agreement between the Faculty Executive and the Professor of Geography as time brings staff and other changes".

Melbourne Campus Fair Jewish Women's Prize

Nominations for Prize, this year to be awarded in the Faculty of Arts.

(Victorian) University Admissions (Committee)

1965-1967 Melbourne/Monash/La Trobe.

Correspondence, report, etc.

BOX 10

Examinations, Matriculation

Executive Committee of the Joint Matriculation Committee (Chairman J. Andrews). Draft Report of the Executive Committee, 1959, and final Report, August 1961. Suggested scheme for marking English Literature, etc.

Score charts 1956-1960, School Intermediate Report on Questionnaire (circulated August 1959, Printed July 1960, NSW Education Dept. Geography syllabus etc, 1958-1960, Proposal for standardization for Honours, Examiners' reports etc. 1959-1961.

Examiners' Report and standardization 1962.

Matriculation 1962. File containing circulars from the Registrar, including hours kept by the Schools Board office over the holiday period, memoranda on payments to examiners etc., instructions from E.R. Love of the Standardization Committee, Report of the Joint Committee of P.B. and the Schools' Board on Public and Matriculation Examinations, Oct. 1961, Report of the Executive Committee of the Joint Matriculation Committee (Andrews Chairman) presented to the Joint Matriculation Committee August 1961, Score sheets.

Matriculation 1963. File containing administrative material similar to the above.

Matriculation 1964. File containing Examiners' reports on individual candidate and general, General comments on format of papers from R.P. to Andrews, Standardization Committee's

instructions, etc.

End of Box

IAG Canberra Meeting  
Circulars, reports etc. relating to this meeting, 1964.

Pacific Science Congress

Programme for Geography Section at 10th Congress, Hawaii, Aug.  
- Sept. 1961 and correspondence. (Andrews cannot go because of  
problems associated with establishing a new Department.  
1959-1960.

Royal Society of Victoria

File containing Andrews' copies of agenda of Council meetings,  
notice of High Plans Seminar 13 Sept. 1961, and notice of award  
of RSV Medal for work published in Social Studies between 1966  
and 1971.  
End of box.

Australian Universities Commission

A.U.C. Questionnaires (including some correspondence). 1964-  
1965.

Secondary Teachers' College 1965-1969. Administrative papers  
relating to the use of Geography laboratory by College students  
Includes a list of STC students taking Geography 1969..

Secondary Teachers' College 1965-1969.

BOX 11

Schools Board

Schools Board Correspondence 1959-1961.

Schools Board Correspondence etc. 1964.

Geography Standing Committee. Book containing signed minutes 19  
June 1959 - 6 May 1965.

Sub-Committee for the Revision of Courses - Standing Committee  
for Geography. 1963-1964.

Standing Committee for Geography 1961. Contains correspondence  
and circulars 1959-1961.

Standing Committee for Geography Staff". Routine  
correspondence, minutes 1962-1964.

Victorian Universities and Schools Examination Board 1965-1966 (Correspondence) Andrews Deputy Chairman and Chairman, Geography Standing Committee.

Victorian Universities and Schools Examination Board (Correspondence) 1967. Andrews Deputy Chairman, Panel of Examiners for Matriculation Geography.

Geography Standing Committee minutes etc. 1967.

Geography Standing Committee 1965. (New Vic. Univ. & Schools Bd.) Reports, agenda, rough minutes etc.

Form I. Geography Course etc. 1964.

University of Melbourne Refresher Schools: August 1959.

BOX 12

Melbourne University Press

Minutes, April 1961 - 1965.

BOX 13

MUP Minutes 1966 - 1969.

BOX 14

Australia and New Zealand Association for the Advancement of Science

File containing papers delivered in Section P (Geography and Oceanography); programme and extracts, 1961.

File labelled "ANZAAS 1962", containing letter R.B. Dakeyne, Hon. Sec., Section P, to Andrews, 17 October 1961, informing him of nomination by the local committee as a Vice-President for the 1962 Congress, and inviting him to give a paper on the World Population topic. Attached: circular incorporating a tentative programme for the ANZAAS Jubilee Congress, Sydney, 20-24 August 1962. Also contains Printed circulars concerning the 34th Congress at Perth, 1959, letters concerning the 1960 Congress (at which Andrews had also been Vice-President) arrangements for the 1961 Congress as well as circulars concerning 1962.

File "Anzaas, Canberra, 1964" containing programme, provisional programme for Section P, Agenda and Minutes of Council meeting.

File "ANZAAS 1965" (Hobart) containing Delegates' Guide circulars, and circular from O.H.K. Spate, Department of Geography, Research School of Pacific Studies, asking for opinions on inadequacies of published statistical information in Australia. (Questionnaire with circular is blank).

Geographical Society of New South Wales and Teachers' Association of New South Wales.

Meeting notices, research papers, etc.



Institute of Australian Geographers

IAG Jan. 1960 papers:

H.C. Brookfield, J.L. Davies, R.S. Dick, W.F. Geyl (2), K.W. Robinson, O.H.K. Spate, G. Taylor, M.G.A. Wilson, and "Evolution in Queensland's Economy (unidentified).

BOX 15

IAG papers: G. Ross Cochrane, R.B. Dakeyne, R.W. Galloway, J.H. Holmes, G.J.R. Lingew, J.A. Mabbutt, W.E. Powers, R.H.T. Smith, R.J. Solomon, R.L. Wright.

IAG 1962

IAG 1963

IAG Canberra meeting 1964

BOX 16

Australian Institute of International Affairs

Folder labelled: "Commonwealth Council Material 1". Contains a history of the AIIA. A few years after the formation of the Royal Institute of International Affairs was established soon after the end of World War I, small groups of Royal Institute members set up local branches in Melbourne and in Sydney. These came together in 1932, and joined by new groups in Brisbane and in Canberra, established the Australian Institute of International Affairs, with Sir Thomas Bavin as first president. Other branches were formed after World War II. High office-bearers included Sir Frederic Eggleston, R.G. Menzies, Sir Owen Dixon, etc. etc.

The branches conducted their activities independently, with lectures, discussions and where possible library services. The Federal organisation (Commonwealth Council) represented the Institute in its relations with affiliated societies in other parts of the world, organised annual series of Australia-wide public lectures (the secretariat being in 1957 in Melbourne) and managing the Institute's quarterly journal, The Australian Outlook, the acting editor at that time being J.R. Wilson, Sydney.

Notable features each year since 1949 had been the Dyason Lectures, delivered throughout Australia, tours funded by the late Edward Dyason who provided for a series of such annual lecture tours for ten years, and the Roy Milne Memorial Lecture, financed by a fund donated by Mrs. Milne of Adelaide.

Circulars from the Commonwealth Council concerning money raising, editor's reports on Australian Outlook, memos etc. to Mr. Campbell (often from Norman Harper, Acting Research Chairman), etc. 1955-1958.

BOX 17

"A.I.I.A. 1962."

Minutes and agenda of Executive Committee meetings of the Institute January 1962 - September 1962 - 4 Dec. 1962 (the next meeting on 12 December to be the first meeting of the Council), with memoranda to members. Professor Andrews was a member of this Committee.

"A.I.I.A. 1963".

Includes minutes etc. for Commonwealth Council and Victorian Branch meetings.

"A.I.I.A. 1964."

As above.

"A.I.I.A. 1965."

As above.

BOX 18

Social Science Research Council of Australia

Annual Reports and Rules 1958-1963.

Circulars, minutes, 1959-1961.

Circulars, minutes, correspondence 1962/1963

Circulars, minutes, 1964.

Circulars minutes, 1965.

End of box

Box

Folder labelled: "Commonwealth Council Letters IN". Sept. 1955  
- July 1958.

Letters to D.A.S. Campbell, President, A.I.I.A., c/-W. & D.  
Hill (Aust.) Pty. Ltd., Sydney, from Gerald Packer, Norman  
Harper, John Andrews (President of the New South Wales Branch),  
T.N.M. Buesst (Melbourne) N.D. Harper, etc. etc.

Folder labelled: "Commonwealth Council Letters OUT". Aug. 1955  
- Aug. 1958.

## Professor John Andrews' personal correspondence

Prof: 1961-1962.

Letters from colleagues in Australia and overseas (D.W. Meinig, Eric Willis M.L.A., N.S.W., Patty Rogers, Rev. T.H. Timpson, Eric Woolmington, E.C. Chapman, H.H. McCarty, G. Etzel Percy; R. Common, E.C. Chapman; Andy Clark); includes "Memorandum on the Adam Collection", 25 July 1962, by Professor H.A.K. Hunt (on use, and storage).

Personal. Prof. J. Andrews 1963-4.

Letters concerning revision of articles in Collier's Encyclopedia on Victorian Cities; The Round Table; revision of the geographical introduction of the Victorian Year Book for 1966; address to United Service Institution of Victoria on Indonesia and its people; letters from various people including John Britton and Elizabeth Laurie nee Rae; P.G. Irwin's thesis "Land Use in the Blanche Bay district".

Australia's Resources and their Utilisation, 1963-1965. File containing the typescript, printed pages 3-73 (on p.3, title and "Part 2 By Dr. John Andrews and list of contents"); and a copy of Current Affairs Bulletin "The 1961 Census", 5 August 1963, by anon.

Lascelles Willson, Director of Tutorial Classes, University of Sydney, 16 August 1963, asking him to re-write Australia's Resources ..., bringing it thoroughly up to date. Suggests a fee and royalty and deadline, and hopes to discuss these in Melbourne.

John Rorke to Andrews, 19 Sept. 1963, with further details.

Andrews to Rorke, 27 Sept. 1963, "a little appalled" at the task but hoping to meet the schedule; some queries.

Andrews to Rorke, 5 November 1963, repeating the queries. Attached: memoranda on block sizes and a brochure, "Operation Translation" by John Beekman.

Andrews to Rorke, 10 Dec. 1963, sending material relating to the first four chapters of Part I, asking for comment.

F. Canavan, Essington Lewis House, Melbourne, 11 Dec. 1963, enclosing tabulation of various iron ore deposits in Australia. (attached).

Andrews to Rorke, 11 June 1964. Sends the revised pasture map.

Rorke to Andrews, 26 June 1964. Sends Bartlett's maps for the old Part 1 for checking, with comments and queries.

Andrews to Rorke, 21 July 1964. He likes Bartlett's maps very much and makes comments.

Andrews to J. Rorke, 18 Sept. 1964, approving the method of comparing two age pyramids.

Andrews to Rorke, 20 Nov. 1964. Encloses the bibliography, suggesting changes.

Andrews to John Rorke, 17 December 1963. Encloses Chapter 6 of Part I of Australia's Resources ...

John Rorke, Senior Staff Tutor, Publications, Department of Adult Education, University of Sydney, to Andrews, 17 December 1964, concerning copyright in Australia's Resources ..., one letter official, one personal.

Andrew's reply, 5 January 1965.

Letter from John Rorke, Current Affairs Bulletin, Department of

Adult Education, University of Sydney,  
22 Feb. 1965, sending a copy of Australia's Resources ...  
about the printing of which he is angry (among faults is the  
failure to update to February 1965) and of which 5000 were  
printed before it was stopped.

Professor Andrews private correspondence 1965-1973.  
Letters from colleagues in Australia and overseas, about  
articles, etc.  
Chamber's Encyclopaedia Article  
Correspondence concerning Andrews' revision of article on  
Melbourne, Victoria, Gippsland, etc. 1961-1962.

Unannotated copies of Council, Faculty of Economics and  
Commerce, Finance Committee, Standing Research Committee,  
Committee on University Entrance 1964, Committee to Investigate  
the Administrative Structure of the University 1964-1966,  
Pensioners Committee 1965-1966 Standing Committee for the Chair  
of Oriental Studies, Indonesian Studies Standing Committee  
1959-1962, Board of Social Studies 1963-1964, and other minutes  
destroyed; also copies of requests for maintenance, delivery  
dockets, stationery requisitions, telephone charges,  
duplicating charges etc. 1969-1970.