



## THE UNIVERSITY OF MELBOURNE ARCHIVES

<b>NAME OF COLLECTION</b>	<b>History Institute of Victoria</b>
<b>ACCESSION NO</b>	2002.0004
<b>CATEGORY</b>	Other; organisations
<b>ACTIVITY</b>	Professional associations
<b>DATE RANGE</b>	1979-2002
<b>SIZE OF COLLECTION</b>	2.8 m
<b>HISTORICAL NOTE</b>	In November 1981, a working party was formed to establish the History Institute of Victoria. Amongst the Institute's stated aims were providing a meeting place for historians, being an organizational centre for postgraduate and other seminars and discussions, and acting as an instrument for increasing public interest and understanding of history. Financial difficulties eventually forced the Institute to wind up, a decision taken at the Annual General Meeting in August 2001, and acted upon in December.
<b>DATE OF TRANSFER</b>	2002
<b>ACCESS CONDITIONS</b>	Restricted
<b>DESCRIPTION</b>	Correspondence 1979-2002, minutes 1983-2001, membership cards 1983-2001, publications 1982-2001, constitution and rules 1986-1999, financial 1987-2001, certificate of incorporation. Banner Tape, audio cassette Certificate
<b>NOTE ON COLLECTIONS</b>	
<b>NOTE ON LISTING</b>	
<b>LISTED BY</b>	Jack Martin
<b>DATE</b>	14 May 2002

## THE UNIVERSITY OF MELBOURNE ARCHIVES

**NAME OF COLLECTION:** HISTORY INSTITUTE OF VICTORIA

**ACCESSION NO:** 102/4

**CATEGORY:** Other, organisations  
**ACTIVITY:** Professional associations

**DATE RANGE:** 1979 – 2002

**SIZE OF COLLECTION:** 2.8m

**DATE OF TRANSFER:** January 2002, May 2002 (last few folders of material)

**HISTORICAL NOTE:** In November 1981, a working party was formed to establish the History Institute of Victoria. Amongst the Institute's stated aims were providing a meeting place for historians, being an organizational centre for postgraduate and other seminars and discussions, and acting as an instrument for increasing public interest and understanding of history. Financial difficulties eventually forced the Institute to wind up, a decision taken at the Annual General Meeting in August 2001, and acted upon in December.

**DESCRIPTION:** Correspondence, minutes, reports

**FORM:** Banner, audio tape

**NOTE ON LISTINGS:** At delivery the records were arranged in sections indicated by flags. However the records did not always bear any relation to what was indicated by the flags. Therefore, using as much as possible the suggested categories, the records were rearranged into series. A list of the original order of the records has been kept and is in accession folder.

**ACCESS CONDITIONS:** Item 26/2 includes personnel files and is closed until its destruction at 31 Dec 2009.

**LISTED BY:** Jack Martin  
**DATE:** 14 May 2002

**Collection:** - History Institute of Victoria    **Accession** 102/4

<b>Box No.</b>	<b>Series Number</b>	<b>Description</b>
	<b>1</b>	<b>Membership Cards</b>
1	1/1	Membership cards 1999, unrenewed 2000
1	1/2	Membership cards from Aug 2000 – 2001
1	1/3/1-4	Four unlabelled sets of cards
2	1/4	Membership applications 1983 – 1984
2	1/5	Membership cards 1985 – 1986
2	1/6	Membership cards unfinancial members 1987
2	1/7	Membership cards M to XYZ failed to pay 1997
2	1/8	Membership forms and receipts 2001
2	1/9	Membership correspondence 1984 – 1996
2	1/10	Membership lists 1983
2	1/11	Membership lists 2000
	<b>2</b>	<b>Minutes and Agendas of Executive Committee Meetings</b>
4	2/1	Minutes and agendas: executive committee meetings 1983
4	2/2	Minutes and agendas: executive committee meetings 1984
4	2/3	Minutes and agendas: executive committee meetings 1985
17	2/4	Minutes and agendas: executive committee meetings 1986
17	2/5	Minutes and agendas: executive committee meetings 1987
	2/6	[not used]
3	2/7	Minutes and agendas: executive committee meetings 1990
3	2/8	Minutes and agendas: executive committee meetings 1991
3	2/9	Minutes and agendas: executive committee meetings 1992
3	2/10	Minutes and agendas: executive committee meetings 1993
3	2/11	Minutes and agendas: executive committee meetings 1994
3	2/12	Minutes and agendas: executive committee meetings 1995
3	2/13	Minutes and agendas: executive committee meetings 1996
3	2/14	Minutes and agendas: executive committee meetings 1997
3	2/15	Minutes and agendas: executive committee meetings 1998
3	2/16	Minutes and agendas: executive committee meetings 1999
3	2/17	Minutes and agendas: executive committee meetings 2000
3	2/18	Minutes and agendas: executive committee meetings 2001
	<b>3</b>	<b>Publications</b>
5	3/1	Correspondence: history of nursing 1985 – 1988
5	3/2	Correspondence: Sybylla Co-op Press & Publications Ltd 1986
5	3/3	Correspondence: publications sub-committee 1989 – 1994
5	3/4	Correspondence: Fast-Track Employment Service 1990 – 1995
5	3/5	Correspondence: <i>In and Out of Work</i> 1989, 1995

- 5 3/6 Correspondence and reports: corporate members 1993 – 1994  
 5 3/7 History Institute of Victoria brochure 1994  
 17 3/8 *History and the Blackburn Report* by Gwyneth Dow and Stephen Duggan, 1985  
 17 3/9 *Feminist Histories* by Bain Attwood and Joy Damousi (eds), 1991.  
 17 3/10 Audio tape: History Institute of Victoria launch, Hirst book on Facey at Maidstone Aug 1992

**4 Newsletters**

- 6 4/1 Newsletters 1982  
 6 4/2 Newsletters 1983  
 6 4/3 Newsletters 1984  
 6 4/4 Newsletters 1985  
 6 4/5 Newsletters 1986  
 6 4/6 Newsletters 1987  
 6 4/7 Newsletters 1988  
 6 4/8 Newsletters 1989  
 6 4/9 Newsletters 1990  
 6 4/10 Newsletters 1991  
 6 4/11 Newsletters 1992  
 6 4/12 Newsletters 1993

**5 Permission to Publish**

- 8 5/1 Copyright statements 1986

**6 Postgraduate Papers**

- 10 6/1 Correspondence: Postgraduate History Conference 1984  
 10 6/2 Correspondence and miscellaneous: Postgraduate conferences 1986 – 1992

**7 Roger Joyce Memorial Lectures**

- 8 7/1 Miscellaneous articles and reports: Roger Joyce lectures 1985 – 2000  
 8 7/2 Flyers and text of lecture: Roger Joyce lectures 1989  
 8 7/3 Text of lectures: Roger Joyce lectures 1989 – 1990  
 8 7/4 Flyers: Roger Joyce lectures 1990  
 8 7/5 Flyers and text of lecture: Roger Joyce lectures 1992  
 8 7/6 Correspondence and text of lecture: Roger Joyce lecture 1987  
 8 7/7 Correspondence flyers and text of lecture: Roger Joyce lecture 1988  
 8 7/8 Correspondence and text of lecture: Roger Joyce lecture 1986

**8 Winter and Summer Schools**

- 8 8/1 Note on feasibility of summer school May 1990

		Statement of Income and Expenditure Jan 1990 – Apr 1990
8	8/2	Correspondence and miscellaneous: Summer and Winter Schools 1990 – 1992
8	8/3	Correspondence and miscellaneous: Summer and Winter Schools 1990 – 1996
8	8/4	Correspondence forms and miscellaneous: Summer School Nov 1990 – Jan 1991
8	8/5	Expenditure on Summer School 1991
8	8/6	Correspondence forms and miscellaneous: Winter School Apr 1992 – Jul 1992
8	8/7	Correspondence and miscellaneous: Summer School 1994 – 1995
8	8/8	Correspondence and miscellaneous: Summer School 1994
9	8/9	Correspondence and reports: Archives conference 1995
9	8/10	Correspondence and miscellaneous: Summer School 1995 – 1996
9	8/11	Correspondence and miscellaneous: Summer School 1995 – 1997
9	8/12	Correspondence and miscellaneous: Summer School 1996
9	8/13	Correspondence and miscellaneous: Summer School 1996 – 1997
9	8/14	Correspondence and miscellaneous: Winter lectures 1997 – 2001
9	8/15	Correspondence and miscellaneous: Summer School Jan 2001
	<b>9</b>	<b>Conference Programs and Events</b>
9	9/1	Correspondence: In-service seminars for teachers 1982
9	9/2	Correspondence: Marx lectures 1982 – 1984
9	9/3	Correspondence: Employment Initiatives Program 1982 – 1983
9	9/4	Miscellaneous notes and Program 1983
9	9/5	Correspondence: Postgraduate History Conference 1983
9	9/6	Correspondence: Seminar on Australian Involvement in the Malayan Emergency and Vietnam 1983
9	9/7	Correspondence: Franklin River – Archeology (lecture by John Mulvaney) 1983
9	9/8	Correspondence: Diaries of Lord Casey 1983 (includes news clippings)
9	9/9	Correspondence: Childhood History Conference 1983
9	9/10	Guidelines for Conference Assistance for unaffiliated scholars 1983
9	9/11	Correspondence: Luther 1983
9	9/12	Correspondence: Demography Workshop 1983
9	9/13	Correspondence: Ming-Qing History 1983
9	9/14	Correspondence: New Social History Seminar 1983
9	9/15	Program of events 1983
10	9/16	Correspondence: Young scholar in residence 1983

10	9/17	Correspondence: Social History and Historic Environments 1983
10	9/18	Correspondence and submission: Museum of the West 1983
10	9/19	Correspondence and programs: History of Childhood conference 1983
10	9/20	Correspondence: Accomodation 1983 – 1984
10	9/21	Correspondence: Aboriginal Oral History Aug 1983 – Sep 1984
10	9/22	Correspondence: Royal Historical Society of Victoria 1983 – 1986
10	9/23	Correspondence and miscellaneous: Local history workshops 1984
	9/24	[not used]
10	9/25	Correspondence: Australian Historical Association 1984
10	9/26	Correspondence: Migration Conference 1984
10	9/27	Correspondence: Depression conference 1984
10	9/28	1984 program of events
10	9/29	Correspondence: Victoria's Heritage Strategy 1984
10	9/30	Correspondence: Historical conservation 1984
10	9/31	Miscellaneous flyers and programs 1984 – 1997
10	9/32	Flyer: forum on the state library 1 Dec 1985
10	9/33	Correspondence: Royal Australian Historical Society 1985
10	9/34	Miscellaneous flyers 1985 – 1988
10	9/35	Miscellaneous flyers 1985 – 1994
	9/36	[not used]
10	9/37	Correspondence and Submission to Committee to review Australian Studies in Tertiary Education 1986 – 1987
10	9/38	Correspondence: cultural tourism 1987
10	9/39	Correspondence and programs: Immigrant Voices conference 1987
10	9/40	Correspondence and miscellaneous: Historians on history conference 1987 – 1994
10	9/41	Correspondence: Philip Cantelon 1988 – 1989
11	9/42	Correspondence and flyers: Victoria and the Sea conference 1988
11	9/43	Correspondence and flyer: Victoria's Contribution to Nationhood joint conference with Royal Historical Society of Victoria 1988
11	9/44	Conference programs 1989 – 1993
11	9/45	Tenth Anniversary Celebration Dinner programs and miscellaneous 1991
11	9/46	Flyers: Historians and Biography conference 1993
11	9/47	Program and miscellaneous: History through Art conference 1994
11	9/48	Flyer: picnic at Dight's Falls, Studley Park 1 May 1994
11	9/49	Correspondence and miscellaneous: Has the past a future? Conference 1999
11	9/50	Programs and advertising: The Coming Event – John Dunmore Lang's Republic Seminar 2000

11	9/51	Program and correspondence: Lecture Series for Teachers 2000
11	9/52	Correspondence and discussion paper: Local history conference
11	9/53	Correspondence and programs: Industrial History conference
11	9/54	Programs and registrations: History and the Professions conference 1993
11	9/55	Flyers: That Happy Garden State – A Conference on Garden History in Victoria 1990
11	9/56	Correspondence and flyer: the Teaching of History in Schools forum 1987
16	9/57	Minutes of Conveners' Meeting History '84 1984
16	9/58	Correspondence and flyers: Historians and the Environment 1992, Historynet 1995, Mabo conference 1994, Australia and the War in Europe (1939 – 1945) 1995, History through War 1994
	<b>10</b>	<b>State Library Development Committee</b>
11	10/1	Correspondence and flyers: State Library of Victoria 1985 – 1994
11	10/2	Correspondence: Library Council of Victoria 1986
11	10/3	Reports: Library Development Council 1989
11	10/4	Correspondence: State Library of Victoria and Victorian Heritage Council 1995 – 1996
11	10/5	Correspondence and report: State Library of Victoria development study
	<b>11</b>	<b>Public Record Office</b>
11	11/1	Correspondence flyers and miscellaneous: Public Records Office symposium 1985
11	11/2	Correspondence and submission: Public Records Office 1985 – 1988
11	11/3	Correspondence and submission: Public Records Office 1986 – 1992
11	11/4	Correspondence: Public Records Office 1986, <i>Profile</i> 1993
11	11/5	Correspondence leaflet and report: Public Records Office 1997 and undated
	<b>12</b>	<b>Ministry of the Arts Grants</b>
12	12/1	Correspondence: Ministry for the Arts 1983 – 1992 Newsletters reports receipts advertising material rules 1983 – 1992 Media release: Minister for Tourism
12	12/2	Correspondence: Ministry of Arts grant applications 1990 – 1991
12	12/3	Correspondence: Victorian Ministry for the Arts Program grant 1991 – 1994
12	12/4	Correspondence: Victorian Ministry for the Arts Program grant

1993 – 1994

**13 Commissioned Histories**

- 12 13/1 Guidelines for commissioned histories 1983 – 1993
- 12 13/2 Correspondence: commissioned histories sub-committee 1985 – 1988
- 12 13/3 Correspondence: *South Africa: past present and future* 1985 – 1986 (including copy of book), by John Hirst (ed)
- 12 13/4 Correspondence: commissioned histories 1985 – 1990

**14 History Institute of Victoria and Professional Historians Association (including material regarding incorporation of PHA into HIV)**

- 12 14/1 Agreement and draft motions, reports and salary calculations 1991
- 12 14/2 Correspondence: Professional Historians Association 1993 – 2001
- 12 14/3 Advertisement and address list: professional historians forum 1996
- 12 14/4 Heads of Agreement and Constitutional Amendments: incorporation of Professional Historians Association into History Institute of Victoria
- 12 14/5 Correspondence and miscellaneous: Income and expenditure 1992 – 2000

**15 Constitution and Rules**

- 13 15/1 Rules (undated)
- 13 15/2 Rules and constitution amended 1999
- 13 15/3 Committee procedure 1983
- 13 15/4 Executive committee list and administrative procedures
- 13 15/5 Correspondence and miscellaneous: incorporation 1987
- 13 15/6 Administrative structure guidelines
- 13 15/7 Constitution and drafts 1986 – 1996

**16 Winding Up Documents**

- 17 16/1 Correspondence: Winding up, including receipts for donations 2002
- 17 16/2 Correspondence: Consumer and Business Affairs, requesting cancellation of Incorporation 2002
- 17 16/3 Correspondence: Advising contacts of winding-up Oct 2001 – Jan 2002
- 17 16/4 Document headed “Draft of a Drastic Proposal”, by Professor Jack Gregory (undated)
- 17 16/5 Letters to reciprocal members 12 Dec 2001 – 8 Jan 2002
- 17 16/6 Receipts and miscellaneous: Valedictory Dinner 2001



	<b>17</b>	<b>Financial reports and financial accounts</b>
13	17/1	Treasurer's reports 1989
13	17/2	ANZ Bank account statements 1990 – 2001
13	17/3	Correspondence and miscellaneous: GST 2000 – 2001
13	17/4	Correspondence and miscellaneous: donations 1992 – 1995
13	17/5	Statements of income / expenditure and miscellaneous: audit 1992 – 1993
13	17/6	Correspondence and miscellaneous: insurance 1994 – 2000
13	17/7	Correspondence and miscellaneous: Workcare 1987 – 1990
	<b>18</b>	<b>Victorian Sesquicentenary</b>
13	18/1	Correspondence: Victorian Sesquicentenary 1981 – 1984
	<b>19</b>	<b>Funding</b>
13	19/1	Correspondence and receipts: Deakin University grant 1982 – 1987
13	19/2	Correspondence: Commonwealth grant applications 1982 – 1983
13	19/3	Correspondence memos receipts and miscellaneous: application for Research and Graduate Studies grant 1982 – 1986
14	19/4	Correspondence and receipts for donations: University of Melbourne Arts Faculty 1982 – 1989
14	19/5	Correspondence: General funding 1983
14	19/6	Correspondence and receipts: Margaret Kiddle Fund grant 1983
14	19/7	Correspondence and receipts: Deakin University grant 1983 – 1990
14	19/8	Correspondence: Ethnic Affairs Commission funding 1983 – 1985
14	19/9	Correspondence: Premier's Department Grants 1984
14	19/10	Correspondence and receipts for donations, University of Melbourne History Department 1985 – 1992
14	19/11	Correspondence: General funding 1986
14	19/12	Correspondence re: donations, University of Melbourne Architecture and Building Department 1987
14	19/13	Correspondence re: donations, University of Melbourne Architecture and Building Department 1987 – 1989
14	19/14	Correspondence and receipts for donations: University of Melbourne Institute of Education, Departments of History and Philosophy of Science 1987 – 1989
14	19/15	Correspondence re: donations, University of Melbourne Research and Graduate Studies Committee 1988
14	19/16	Correspondence: grant letters 1988 – 1991
14	19/17	Correspondence and receipts for donations, University of Melbourne Fine Arts Department 1988 – 1989
14	19/18	Correspondence re: donations, University of Melbourne

- Economics and Commerce Department 1989 – 1990
- 14 19/19 Correspondence and receipts: Deakin University grant 1989 – 1992
- 14 19/20 Correspondence and receipts for donations: University of Melbourne Institute of Education 1989 – 1992
- 14 19/21 Correspondence receipts and miscellaneous: grants 1990 – 1992
- 14 19/22 Correspondence and receipts: grants 1991
- 14 19/23 Correspondence and receipts for donations 1993 – 1994
- 14 19/24 Receipts for donations 1994 – 1995
- 14 19/25 Correspondence and receipts for donations 1995
- 14 19/26 Correspondence and receipts for donations 1996 – 1997
- 14 19/27 Lists of university departments and anticipated grants and miscellaneous
- 16 19/28 Correspondence: Department of Conservation and Natural Resources grant applications 26 May 1994

**20 Miscellaneous correspondence sorted by date**

- 14 20/1 Correspondence: Sep 1980 – May 1984
- 14 20/2 Correspondence: Dec 1982 – Jan 1983
- 14 20/3 Correspondence: Feb 1983
- 14 20/4 Correspondence: Mar 1983 – Nov 1984
- 15 20/5 Correspondence: Jan 1985 – Apr 1985
- 15 20/6 Correspondence: May 1985 – Jun 1985
- 15 20/7 Correspondence: Jun 1985 – Dec 1985
- 15 20/8 Correspondence: Jan 1986 – Dec 1987
- 15 20/9 Correspondence: Feb 1988 – Jun 1990
- 15 20/10 Correspondence: miscellaneous Mar 1989 – Sep 2001

**21 Minutes and Agendas of Annual General Meetings**

- 5 21/1 Minutes of Annual General Meeting 1983
- 5 21/2 Agenda minutes and miscellaneous: Annual General Meeting 1983 – 1984
- 5 21/3 Report of program and publications 1992
- 5 21/4 Agenda minutes and miscellaneous: Annual General Meeting 1995 – 1999  
Annual report 1991 – 1992
- 5 21/5 Fundraising notes and questionnaire results 2000
- 5 21/6 Agenda and minutes: Annual General Meeting 2001
- 5 21/7 Agenda minutes and miscellaneous: Annual General Meeting 2000
- 5 21/8 Correspondence: Roger Joyce Lecture 1987, 2000  
Newspaper article “Football in Conflict” by Dale Blair, *Herald-Sun* 24 Apr 2000

**22 Miscellaneous Minutes**

5	22/1	Minutes of meeting 1982 Report on <i>The Evening Show</i> radio program Miscellaneous reports and correspondence: establishment of the Institute
5	22/2	Minutes notes correspondence and miscellaneous: establishment of History Institute of Victoria 1981 – 1983
	<b>23</b>	<b>Rostrum</b>
7	23/1	Rostrum 1994
7	23/2	Rostrum 1995
7	23/3	Rostrum 1996
7	23/4	Rostrum 1997
7	23/5	Rostrum 1998
7	23/6	Rostrum 1999
7	23/7	Rostrum 2000
7	23/8	Rostrum 2001
	<b>24</b>	<b>Miscellaneous correspondence sorted by subject</b>
15	24/1	Correspondence: background of the Historical Institute 1979 – 1982
15	24/2	Correspondence: historical societies 1982 – 1986
15	24/3	Correspondence: Universities Council 1982 – 1983
15	24/4	Correspondence and receipts: membership and grants 1982 – 1999
15	24/5	Correspondence: working party 1983
15	24/6	Correspondence: Don Dunstan, Victorian Tourism Commission May 1983
15	24/7	Correspondence: Oral History Association of Australia 1983 – 1985
15	24/8	Correspondence: <i>Argus</i> Index Project 1983 – 1985
15	24/9	Correspondence: membership Jan 1983 – Apr 1984
15	24/10	Correspondence: Media and publicity Feb 1983 – Sep 2001
16	24/11	Correspondence and miscellaneous: petition to Parliament for indexes to pre-1900 birth, death and marriage records 1984
16	24/12	Correspondence and discussion papers: Australian Vice-Chancellors' Committee 1984
16	24/13	Correspondence: premises and maintenance 1984 – 1993
16	24/14	Correspondence and annual report: Historic Buildings Management Committee and Ministry for Conservation 1985 – 1989
	24/15	[not used]
16	24/16	Correspondence: corporate membership 1986 – 1988
16	24/17	Correspondence: Executive Committee Sep 1986 – Jun 1989
16	24/18	Correspondence re: Museum of Victoria 1986 – 1992
16	24/19	Correspondence: President Feb 1987 – May 1998

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|----|-----------|--|
| 16 | 24/20     | Council addresses<br>Correspondence: commonwealth education bodies 1987 – 1998   |
| 16 | 24/21     | Correspondence reports and miscellaneous: future directions for the Institute 1999   |
| 16 | 24/22     | Correspondence: State Bank Sep 1987 – May 1988   |
|    | <b>25</b> | <b>Miscellaneous</b>   |
| 16 | 25/1      | Report: the History Institute of Victoria and History Teachers Association of Victoria Safaris to Schools 1993 – 1994  |
| 16 | 25/2      | Reports on image of Institute: Vision Communications 1994  |
| 16 | 25/3      | Executive working party and media mailing lists  |
| 16 | 25/4      | Publications of Printing and Kindred Industries Union  |
| 2  | 25/5      | History Institute of Victoria Banner, 50cm x 150cm with History Institute of Victoria seal logo  |
| 17 | 25/6      | Miscellaneous: executive committee 1984, program of events 1983, constitution Jun 1983, form letter acknowledging subscription 20 Jan 1983   |
|    | <b>26</b> | <b>Correspondence and miscellaneous: administrative assistant and executive committee 1985 – 2000 [restricted]</b><br><b>Note that:</b><br><b>26/2 can be destroyed on 31/12/2009 and is closed until that date</b><br><b>26/1 is to be kept permanently</b> |
| 16 | 26/1      | Duty Statements of Executive Committee   |
| 16 | 26/2      | Correspondence and miscellaneous: administrative assistant 1985 – 2000 [restricted]  |
|    | <b>27</b> | <b>Certificate of Incorporation</b>  |
| 17 | 27/1      | Certificate of Incorporation 29 Sep 1987   |

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