

Overview

- Title:** Biophysical Society records
- Call Number:** Coll014
- Creator:** Biophysical Society
- Dates:** 1955-2009
- Size:** 116 boxes (50.5 linear feet)
- Language:** English
- Abstract:** The collection documents the origins of the Biophysical Society, its growth, and its work in promoting biophysical education and research. Materials include correspondence, legal documents, constitutions and by-laws, meeting minutes, budget and financial reports, administrative files, conference programs and catalogs, presentation and research abstracts, membership directories, publication files, publications and journals, copies of the Society's newsletter, and committee and sub-group files. One series is dedicated to interaction with two affiliated professional organizations, the Federation of American Societies for Experimental Biology (FASEB) and the International Union of Pure and Applied Biophysics (IUPAB).
- Citation:** Biophysical Society records, Center for Biological Sciences Archives, Collection 14, Special Collections, University of Maryland, Baltimore County (Baltimore, MD).
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Administrative/Biographical Note

The Biophysical Society was formally founded in March 1957 in Columbus, Ohio, after several years of planning and organizing. The organization process actually began in earnest in 1955 at two separate meetings called to address the need for a biophysical society. One conference, held in September 1955, met at Tufts College in connection with the American Physiological Society and was under the chairmanship of Dr. W. A. Selle of the Biophysics Department at the University of California, Los Angeles. The second meeting met at the Hartford House of the Yale Biophysics Department at Valhalla, New York. Both conferences agreed that a biophysical society was desirable; however the second meeting was more concerned with careers and training in biophysics. From these conferences, a committee, consisting of Drs. Cole, Hartline, Talbot and Curtis, was formed to advise the American Physiological Society. Approximately one hundred people next met in New York in January 1956 in the Hotel New Yorker in conjunction with the American Institute of Physics. Forty or fifty individuals were then formed into a steering committee with instructions to convene at the Atlantic City meeting of the Federation of Biological Societies on April 16, 1956. At the Federation meeting, the Committee of Four was elected, consisting of Samuel A. Talbot, Chairman, Kenneth S. Cole, Ernest C. Pollard and Otto H. Schmitt. At the Committee of Four's First National Biophysics Conference held in Columbus, Ohio, March 4-6, 1957, the decision was made to organize a biophysical society, and a Temporary Council was elected. This Council made several proposals such as adopting the Constitution and Bylaws of the Society and preparing for the second meeting of the Biophysical Society. At this second meeting (the first regular national meeting) on February 6, 1958, in Cambridge, Massachusetts, all of the Temporary Council's recommendations were accepted and the Biophysical Society elected its first set of officers with Robley C. Williams as the first president. From humble beginnings, the Society has grown into a professional organization with nearly 7,000 members in the United States and 45 countries.

In the early years, the Biophysical Society was guided and operated by volunteers who served as officers, members of Council, or on various committees. The Executive Board (originally named the Executive Council) consisted of four officers: President, President-Elect, Secretary, and Treasurer as well as the Past President and four members elected by the Council. Unlike the President and

President-elect who serve for one year only, the Secretary and Treasurer serve staggered terms of four years. The Office of the Secretary, incorporating the position of Executive Director (also under various other titles over the years), is the hub of the Society coordinating its activities. Two of the secretaries, Margaret O. Dayhoff and Stephen H. White, also went on to serve as Society president after serving consecutive terms as Secretary. The Executive Director position, held by Emily Gray from 1972 – 1996, continues to be a vital part of the Secretary's Office. The Executive Director acts as a liaison with the Officers, Executive Board and Council, and attends all meetings of the Executive Board and Council. The Executive Director is also responsible for maintaining membership lists and tracking dues payments. In addition, the Executive Director is in charge of the rest of the Society staff personnel, and is responsible for communication with other societies and the Federation of American Societies for Experimental Biology (FASEB, which the Biophysical Society joined in 1991).

The position of the Executive Director shows the incredible growth of the Biophysical Society. The Society had grand ambitions from its inception, and began pursuing the publication of a society journal immediately upon its creation. In fact, many early members had been desirous of a journal for some time. Discussions began in earnest in 1956 because Academic Press wished to begin publishing a journal to be called "The Journal of Molecular Biology," which it later decided would be a redundant publication. Early members of the Society began extensive correspondence with both Academic Press and Pergamon Press in hopes of finalizing a journal that the Society could publish. Both companies submitted proposals in 1957 to publish the Journal of Biophysics, and Academic Press was selected. However, several members, including officers on the Executive Board, expressed doubts as to the selection of Academic Press as a publisher. Therefore, the agreement was rescinded and correspondence was begun with the Rockefeller Institute Press (RIP). In August 1959, members selected an editorial board, and RIP began receiving manuscripts for publication in the summer of 1960. The first issue of the Biophysical Journal came out in September 1960, and volume one was completed in 1961. During these formative years, before the Journal could operate on a self-sustaining basis, RIP subsidized the Journal from its own resources. In 1989, the Society began to pursue the possibility of major changes at the Journal. In order to address more areas of interest, and to gain a wider readership, the Society set up an Ad Hoc Editorial Advisory Committee in 1989. Members of the committee submitted reports in November 1989, February 1990, and again in November 1991. After a meeting in Houston, the Society decided to make two significant changes to the Journal: the Journal would now be self-published by the Society (with guidance from Waverly Press), and every (non-student) member would automatically receive a subscription to the Journal with a modest increase in membership dues to compensate. These two changes, which included moving Journal operations from the University of Minnesota to Bethesda, were implemented in 1993. In 1996, the Society began pursuing an online version of the Journal, which is presently active. The Society also publishes a Newsletter.

The Biophysical Society has also been active in other areas such as biophysical meetings and group discussions. The Society established the National Lectures in 1969. The Society also sponsors meetings of sub-groups, which continually change over time to meet the changing needs of the biophysical community. The current sub-groups are Bioenergetics, Biological Fluorescence, Exocytosis/Endocytosis, Membrane Biophysics, Membrane Structure and Assembly, Molecular Biophysics, Motility, and Permeation/Transport. Each subgroup has their own chairperson, by-laws, and dues. The subgroups are designed to address more specific areas of interest. To address the wider interests of the biophysical community, the Society has held Annual Meetings since its inception in 1957. The Annual Meetings are designed to bring together the biophysical community in an informal atmosphere to discuss developments and have individual members present papers in specific areas to facilitate further discussion. The Annual Meetings serve to strengthen the Society as well by introducing new members to the community and promoting awareness of the Society and its activities.

The Society has also had a very active set of committees, which have only grown over the years. The Society has long been concerned with education and biophysics. The Educational Affairs Committee first met at the Annual Meeting in 1959. The committee first targeted college students interested in biophysics, but later also turned to younger students as well as post-doctoral students just launching

into the career field. The Educational Affairs Committee sponsors workshops and symposia for students. The Society's placement service also began immediately upon inception in 1957. The Society wanted to be able to advise its members about types of career opportunities open to research investigators. The Society facilitated communication between its members and organizations needing biophysicists. The Society uses questionnaires in order to better understand the needs of its members seeking placement. The Biophysical Society has also been concerned with women and minorities in biophysics. At the 1972 Annual Meeting the Committee on Professional Opportunities for Women (CPOW) was established. The CPOW has been very active over the years through its meetings in conjunction with the annual meetings, and through the Spectrum newsletter. The Minority Affairs Committee seeks to involve more minorities in the Society and promote career opportunities.

Due to the growth and duration of the Society, in June 1981, members were sent an annual mailing, which mentioned the new appointment of a Society archivist. The Executive Council, during the 1981 Denver meeting, elected Max Lauffer as the archivist. The purpose of electing an archivist was to assemble and preserve the history of the first 25 years of the Society. Members were asked to send memorabilia such as pictures, important correspondence about the work and organization of the Society, and newspaper clippings concerning meetings. Many members responded to this request, and to personal requests from Max Lauffer.

Scope & Content

Arrangement

Organized into five series: Series I. Officers and Executive Committee, 1955-2002. Series II. Meetings, 1956-2002. Series III. Committees, 1956-1998. Series IV. Publications, 1956-2008. Series V. Affiliated Societies, 1964-2009.

Series I. Officers and Executive Committee

- A. Legal Documents
- B. Correspondence
- C. Executive Board Meetings
- D. Financial Documents
- E. Administrative Files

Series II. Meetings

- A. Annual
- B. Miscellaneous Meetings and Conferences

Series III. Committees

- A. Awards Committee
- B. Educational Affairs Committee
- C. Innovative Technology Fund Advisory Committee
- D. Joint Steering Committee
- E. Membership Committee
- F. Nominating Committee
- G. Miscellaneous Committees

Series IV. Publications

- A. Biophysical Journal
- B. Newsletter
- C. Publications Committee

Series V. Affiliated Societies

- A. Federation of American Societies for Experimental Biology (FASEB)
- B. International Union of Pure and Applied Biophysics (IUPAB)

Note

This collection of records of the Biophysical Society, 1955 – 2003, documents the early origins of the Society, its growth in membership as well as committees and areas of interest, and its work in promoting both education and research in the field of biophysics. These records have been arranged into five primary series that reflect the basic organization of the Society. Each of the series: Officers and Executive Committee, Meetings, Committees, Publications, and Affiliated Societies contain the documents of committees, boards, and individuals responsible for the workings of a particular area of the Society's activity.

Series one contains the files of the Biophysical Society's Officers and Executive Committee. The series is subdivided into five sub-series: Association Legal Documents, Correspondence, Executive Board Meetings, Finances, and Administrative Files. The first sub-series, Association Legal Documents, begins with the 1958 Articles of Incorporation and also contains constitutions and by-laws from the 1950s and 60s. This series does contain some correspondence relating to the constitutions and by-laws. The correspondence sub-series dates from 1955 – 1998. Correspondence covers a wide range of topics, which the Executive Committee and Officers dealt with; it also contains numerous emails. The Executive Board Meetings sub-series contains material addressing Society issues from the 1950s through 2002. One meeting of interest is the 1972 meeting, which discussed a lawsuit against the director of the National Institute of Health (NIH) and the Secretary of the United States Department of Health, Education, and Welfare. The lawsuit was brought by a caucus of women biophysicists in order to address discrimination on public advisory boards. The 1973 meeting contains a discussion of the Equal Rights Amendment, which was tabled for the 1974 meeting. The Finances sub-series deals with the Society's various accounts as well as budget reports and financial statements. Several Treasurer reports from the 1990s are also included. The Administrative Files, covering mostly the 1960s and 70s, includes a discussion of creating an archive for the Society. The Society Archivist, Max Lauffer, wrote a general history of the first 25 years of the Society, which is included in these Administrative Files. General rosters and committee rosters cover the time span from 1959 – 1996.

The second series contains the Society's Meeting records and is divided into two sub-series: Annual Meetings and Miscellaneous Conferences and Meetings. The first sub-series, Annual Meetings, is comprised of files for the Society's annual meetings from 1956 – 2000. Included are organizational materials including files of the program committee and the local arrangements committee along with printed programs, abstracts, reports, minutes, correspondence and catalogues. This sub-series also includes numerous copies of meeting information and calls for papers as well as correspondence relating to the annual meetings. One item of interest is located in Box 9 Folder 43 with the 1981 meeting information and call for papers. The item consists of a series of photographs of the Society's founders taken at the 1981 annual meeting. The second sub-series, Miscellaneous Conferences and Meetings, is comprised of files for individual conferences and meetings such as the Second, Tenth, Eleventh, and Fourteenth International Biophysical Congresses.

Series three, Committees, is comprised of files from a variety of the Society's committees, and is divided into seven sub-series. Files for both standing committees and ad hoc committees provide a view of the varied interests and activities of the organization. Files span the years 1956 – 1998 and include correspondence, reports, memos, minutes, agendas, and directories. The seven sub-series are as follows: Awards Committee, Educational Affairs Committee, Innovative Technology Fund Advisory Committee (ITFAC), Joint Steering Committee, Membership Committee, Nominating Committee, and Miscellaneous Committees. One item of interest is the records of the Joint Steering Committee, which was charged with lobbying Congress on behalf of the Society and biophysicists in general. Files include a 1991 discussion of the Space station debate as well as a discussion of genetic engineering. The Membership Committee files contain printed directories from 1957 – 1999 with only a few years

missing. Membership Committee correspondence also contains a list of biophysicists to contact in order to see who would be interested in forming a society. One item of interest with the Nominating Committee is a 1997 committee handbook.

The fourth series, Publications, is made up of three sub-series: Biophysical Journal, Newsletter, and Publications Committee. The first sub-series contains correspondence with Rockefeller University Press, the publisher, as well as financial information from RUP. This sub-series also contains a significant amount of general correspondence. One item of interest is the transition plan to move the oversight of the Journal from the University of Minnesota to Bethesda, Maryland. These files include correspondence, the ad hoc committee charged with undertaking the proposed move, the Conway Group files, and the actual proposed changes to the Journal, which included the new position of a Manuscript Processing Manager. The second sub-series, Newsletter, contains printed copies of the Biophysical Society Newsletter as well as pertinent correspondence and reports. Copies of the newsletter cover the time span 1958 – 2003 with very few gaps. This sub-series also contains a handful of copies of the Spectrum newsletter, which was published by the Committee for Professional Opportunities for Women (CPOW) of the Biophysical Society. The third sub-series, Publications Committee, consists of correspondence, reports, agendas, and minutes of said committee.

The fifth series, Affiliated Societies, contains files relating to organizations who had close ties to the Biophysical Society, and it is divided into two sub-series: the Federation of American Societies for Experimental Biology (FASEB) and the International Union of Pure and Applied Biophysics (IUPAB). The first sub-series, FASEB, spans the years 1988 – 2002 and consists of correspondence, Board of Directors meeting files, reports, and files of the Summer Research Conference. The second sub-series, IUPAB, consists of a small amount of correspondence and miscellaneous material mostly from the 1990s.

Provenance Information

Provenance and Acquisition Information

The records in this collection were donated over a period of three years in five accessions and an additional accession eleven years later: SARCV 2003-03, SARCV 2003-01, SARCV 2002-02, SARCV 2001-03, SARCV 2000-08, SARCV 2014-05. The donations were approved by Ms. Rosalba Kampman and the materials transferred from the Society's offices in Bethesda, MD.

Processing Note

This collection was processed by Rose King and Kristen Taynor under the supervision of Marcia Frank Peri and completed in November 2003. The finding aid was written by Ms. Kristen Taynor in January 2004. The majority of the records having come from a few prior officers were found to be in relatively good order but there are notable gaps in the records. Information on the early years is fairly comprehensive as are the more current records but there is a real dearth of documentation for the 1970's. Multiple copies have been disposed of whenever there were more than two copies of a given document, as have general invoices, receipts and personnel information such as time sheets and payroll documents. Additional materials were processed in January 2015 by graduate assistant Jessica Pantazis. Subseries III.H and Subseries V.C were established.

Descriptive Rules Used

Describing Archives: a Content Standard (DACS)

[Archives Processing Manual: Description \(2015\)](#): The processing manual used in Special Collections for all descriptive platforms, including PastPerfect.

Access & Use

Finding Aids

Finding aid available.

Finding Aid: <http://library.umbc.edu/speccoll/findingaids/coll014.php>

Access Conditions

No restrictions.

Conditions Governing Reproductions and Use

Reproduction allowed for research purposes. Copyright maintained by creator.

Subject Headings

Creators

Biophysical Society

Federation of American Societies for Experimental Biology

International Union for Pure and Applied Biophysics

Subjects

Biophysical journal

Biophysical Society -- Archives

Biophysics -- Societies, etc.

Series Description & Container List

Series I. Officers and Executive Committee

Date: 1955-2002

Extent: 11.25 linear feet

Description: Records of the original organizing committee and officers of the Society arranged into five Subseries: Association Legal Documents, Correspondence, Executive Board Meetings, Finances, and Administrative Files.

Subseries I.A. Association Legal Documents

Date: 1957-1990; bulk 1958-1968

Extent: 5 folders (.25 linear feet)

Description: Articles of Incorporation, constitutions & by-laws, arranged in alphabetical order by type of document.

Folder Title/Description	Date	Box #	Folder	Additional Info.
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		#
Articles of Incorporation, 1958	1	1
Constitution & By-Laws: Formulation/Correspondence, 1957-1958	1	2
Constitution & By-Laws: Drafts, 1957-1958	1	3
Constitution & By-Laws: Revision, 1966-1968	1	4
Constitution & By-Laws: Drafts, 1977-1990	1	5

Subseries I.B. Correspondence**Date:** 1955-1998**Extent:** 121 folders (5.25 linear feet)

Description: General correspondence files of the association officers arranged in date order, followed by subject files arranged in alphabetical order by subject, followed by electronic mail correspondence arranged in alphabetical order by subject.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence/Organizing Committee, 1955		1	6	
Correspondence/Organizing Committee, Jan-March 1956		1	7	
Correspondence/Organizing Committee, April 1956		1	8	
Correspondence/Organizing Committee, May-July 1956		1	9	
Correspondence/Organizing Committee, Sept.-Dec., 1956		1	10	
Correspondence/Executive Board, January-July 1957		1	11	
Correspondence/Executive Board, August-December 1957		1	12	
Correspondence/Executive Board, 1958		1	13	
Correspondence/Executive Board, 1959		1	14	
Correspondence/Executive Board, 1960		1	15	
Correspondence/Executive Board, 1961		1	16	
Correspondence/Executive Board, 1962-1965		1	17	
Correspondence/Executive Board, 1966-1969		1	18	
Correspondence/Executive Board, 1970-1971		1	19	
Correspondence/Executive Board, 1972		1	20	
Correspondence/General, 1973		1	21	
Correspondence/General, 1980-1981		1	22	
Correspondence, 1984		1	23	
Correspondence, 1986		1	24	
Correspondence, 1987		1	25	
Correspondence, January-May 1988		1	26	
Correspondence, June-December 1988		1	27	
Correspondence, January-May 1989		1	28	
Correspondence, June-September 1989		1	29	
Correspondence, October-December 1989		1	30	
Correspondence, January-May 1990		1	31	
Correspondence, June-December 1990		1	32	
Correspondence, January-June 1991		1	33	
Correspondence, July-September 1991		2	1	
Correspondence, October-December 1991		2	2	
Correspondence, January-March 1992		2	3	
Correspondence/General, April-June 1992		2	4	

Correspondence/General, July-September 1992	2	5
Correspondence/General, October-December 1992	2	6
Correspondence, January-March 1993	2	7
Correspondence, April-June 1993	2	8
Correspondence, July-October 1993	2	9
Correspondence, April-June 1994	2	10
Correspondence, July-September 1994	2	11
Correspondence, October-December 1994	2	12
Correspondence, January-April 1996	2	13
Correspondence, May-August 1996	2	14
Correspondence, September-December 1996	2	15
Correspondence, January 1997	2	16
Correspondence, February-September 1997	2	17
Correspondence, March 2005-February 2006 Part 1 of 4	2	18
Correspondence, March 2005-February 2006 Part 2 of 4	2	19
Correspondence, March 2005-February 2006 Part 3 of 4	2	20
Correspondence, March 2005-February 2006 Part 4 of 4	2	21
Correspondence, March 2006-February 2007 Part 1 of 5	2	22
Correspondence, March 2006-February 2007 Part 2 of 5	2	23
Correspondence, March 2006-February 2007 Part 3 of 5	3	1
Correspondence, March 2006-February 2007 Part 4 of 5	3	2
Correspondence, March 2006-February 2007 Part 5 of 5	3	3
Correspondence, March 2008-February 2009	3	4
Correspondence, March 2009-February 2010 Part 1 of 3	3	5
Correspondence, March 2009-February 2010 Part 1 of 3	3	6
Correspondence, March 2009-February 2010 Part 1 of 3	3	7
Correspondence/Accountant, 1989-1990	3	8
Correspondence/Administrative Director, 1988-89	3	9
Correspondence/Administrative Director, 1990-1992	3	10
Correspondence/Administrative Director, 1993-1995	3	11
Correspondence/Awards, 1992, 1994	3	12
Correspondence/Biomolecular Database/Politics, December 1993-February 1994	3	13
Correspondence/Biomedical Database Politics, April-May 1994	3	14
Correspondence/Biophysical Discussion, Sixth, 1992	3	15
Correspondence/Biophysical Society & Legation Press re 6th Biophysical Discussion, 1990	3	16
Correspondence/B.S. Trust Co. Visa/MC	3	17
Correspondence/Careers in Biophysics, 1987-1990	3	18
Correspondence/Charter Flight to Stockholm, 1961	3	19
Correspondence/Cole Award, 1991	4	1
Correspondence/Commission on Research Integrity, 1996	4	2
Correspondence/Congressional Educator, 1990-1991	4	3
Correspondence/Consensus Statement on Biomedical Research Funding, 1991	4	4
Correspondence/Data Manager	4	5
Correspondence/Database Conference, June 1994	4	6
Correspondence/Directory, 1967-1968	4	7
Correspondence/Editorial Board, 1960-1962	4	8
Correspondence/Electronic Publications Task Force, 1994-1995	4	9

Correspondence/Executive Board, 1957-1968	4	10
Correspondence/Executive Committee, 1990	4	11
Correspondence/Executive Director Search, May-July 1996	4	12
Correspondence/Executive Director Search, August-October, 1996	4	13
Correspondence/FASEB, 1989-1991	4	14
Correspondence/FASEB, 1992-1993	4	15
Correspondence/FASEB, 1994-1995	4	16
Correspondence/Finance Committee, 1958-1963	4	17
Correspondence/Finance Committee, 1995-1996	4	18
Correspondence/Finance Email 1995	4	19
Correspondence/Foreign Journals, 1964-1965	4	20
Correspondence/Government Grants, 1961-1967	4	21
Correspondence/Grey, E., 1995-1996	4	22
Correspondence/Innovative Technology Fund, 1991-1993	4	23
Correspondence/Kyros Associates, 1990	4	24
Correspondence/Lecture Tour, 1960-1961	4	25
Correspondence/Lobbying, 1990-1991	4	26
Correspondence/Membrane Structure & Assembly Subgroup, 1991	4	27
Correspondence/Memos on Office of Scientific Integrity, 1991	4	28
Correspondence/NAS-NRC Relations, 1959	4	29
Correspondence/Neutron Structural Biology Task Force, 1991-92	4	30
Correspondence/NIH Application for Support, 1964	4	31
Correspondence/P.I.R., 1993-1994	4	32
Correspondence/Placement Service, 1988-1991	4	33
Correspondence/Plans for Biophysical Journal, 1992	4	34
Correspondence/Samuel A. Talbot Memorial, 1967	4	35
Correspondence/Setlow, 1969	4	36
Correspondence/Snell Resolution, 1967-1968	4	37
Correspondence/Society Logos, 1992	4	38
Correspondence/Subgroups, 1991-1992	4	39
Correspondence/Teleconference, September 7, 1993	4	40
Correspondence/Travel Grants, 1961-1963	4	41
Correspondence/Triangle Coalition, 1990	4	42
Correspondence/U.S. Gov/HHS and Education, 1990	4	43
Correspondence/US National Committee for Pure and Applied Biophysics, 1966	4	44
Correspondence/USNC PAB, 1965-1968	4	45
Correspondence/USNC PAB, 1970-1973	4	46
Email/Biophysical Journal Electronic Publishing, 1994-1995	4	47
Email/Biophysical Society Database Meeting, 1994-1995	4	48
Email/Biophysical Society Database Report, 1994-1995	4	49
Email/Electronic Publication Initiative, 1995-2001	4	50
Email/Executive Director Search, 1996-1998	4	51
Email/Post-Presidency Correspondence, 1995-1999	5	1
Email/Presidency, July 1995-Feb 1996	5	2
Email/Presidency, Feb-May 1996(1)	5	3
Email/Presidency, Feb-May 1996(2)	5	4
Email/Presidency, May-Sept 1996(1)	5	5

Email/Presidency, May-Sept 1996(2)	5	6
Email/Presidency, Dec 1996-May 1997(1)	5	7
Email/Presidency, Dec 1996-May 1997(2)	5	8
Email/Presidency, Dec 1996-May 1997(3)	5	9
Email/Secretariat, March 1994-May 1995	5	10
Email/Secretariat, May 1995-March 1996	5	11
Email/Secretariat, April 1996-July 1998	5	12
Email/Secretariat, April 1996-March 1998	5	13

Subseries I.C. Executive Board Meetings

Date: 1956-2002; bulk 1971-1999

Extent: 71 folders (4 linear feet)

Description: Agendas, Correspondence, Minutes, and Reports of the Executive Board; arranged in date order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Executive Board and Council Meetings, 1956		4	14	
Executive Board Meetings, 1957		5	15	
Executive Board Meetings, 1958		5	16	
Executive Board Meetings, 1959		5	17	
Executive Board Meetings, 1960		5	18	
Executive Board Meetings, 1961		5	19	
Executive Board and Council Meetings, 1962		5	20	
Executive Board Meetings, 1963		5	21	
Executive Board Meetings, 1964		5	22	
Executive Board Meetings, 1965		5	23	
Executive Board Meetings, 1966		5	24	
Executive Board Meetings, 1969		6	1	
Executive Board Meetings, 1971 (Feb)		6	2	
Executive Board Meetings, 1971 (April & Sept)		6	3	
Executive Board Meetings, 1972 (Feb)		6	4	
Executive Board Meetings, 1972 (April)		6	5	
Executive Board Meetings, 1972 (Sept)		6	6	
Executive Board Meetings, 1973 (Feb-March)		6	7	
Executive Board Meetings, 1973 (June & Dec)		6	8	
Executive Board Meetings, 1974 (June 2)		6	9	
Executive Board Meetings, 1974 (Sept 14)		6	10	
Executive Board Meetings, 1975 (Feb 18)		6	11	
Executive Board Meetings, 1975 (May 10)		6	12	
Executive Board Meetings, 1975 (Sept 20)		6	13	
Executive Board Meetings, 1976		6	14	
Executive Board Meetings, 1983		6	15	
Executive Board Meetings, 1984		6	16	
Executive Board Meetings, 1985		6	17	
Executive Board Meetings, 1986		6	18	
Executive Board Meetings, 1987		6	19	
Executive Board Meetings, 1988		6	20	

Executive Board Meetings, 1989 (Feb)	6	21
Executive Board Meetings, 1989 (May)	6	22
Executive Board Meetings, 1989 (Oct)	6	23
Executive Board Meetings, 1990 (Feb)	6	24
Executive Board Meetings, 1990 April/Agenda	6	25
Executive Board Meetings, 1990 (April)	6	26
Executive Board Meetings, 1990 (Oct)	6	27
Executive Board Meetings, 1991 (Feb)	6	28
Executive Board Meetings, 1991 (May)	7	1
Executive Board Meetings, 1991 (Oct)	7	2
Full Council Meeting, 1992 (Feb 8)	7	3
Executive Board Meetings, 1992 (Feb)	7	4
Executive Board Meetings, 1992 (May)	7	5
Executive Board Meetings, 1992 (Oct)	7	6
Executive Board Meetings, 1992 (Oct)	7	7
Executive Board Meetings, 1993 (Feb)	7	8
Executive Board Meetings, 1993 (Feb)	7	9
Executive Board Meetings, 1993 (May)	7	10
Executive Board Meetings, 1993 (May)	7	11
Executive Board Meetings, Correspondence, 1993 (May)	7	12
Executive Board Meetings, 1993 (Oct)	7	13
Executive Board Meetings, 1993 (Oct)	7	14
Executive Board Meetings, Correspondence, 1993-1994	7	15
Executive Board Meetings, 1994 (March)	7	16
Executive Board Meetings, 1994 (March)	7	17
Executive Board Meetings, 1994 (May)	7	18
Executive Board Meetings, 1994 (May)	7	19
Executive Board Meetings, 1994 (Oct)	7	20
Executive Board Meetings, 1994 (Oct)	7	21
Executive Board Meetings, 1995 (Feb)	7	22
Executive Board Meetings, 1995 (Feb)	7	23
Executive Board Meetings, 1995 (May)	7	24
Executive Board Meetings, 1995 (May)	7	25
Executive Board Meetings, 1995 (Sept)	7	26
Executive Board Meetings, 1995 (Sept)	7	27
Executive Board Meetings, 1996 (Feb)	8	1
Executive Board Meetings, 1996 (Feb)	8	2
Executive Board Meetings, 1996 (June)	8	3
Executive Board Meetings, 1996 (June)	8	4
Executive Board Meetings, 1996 (Oct)	8	5
Executive Board Meetings, 1996 (Oct)	8	6
Executive Board Meetings, 1997 (March)	8	7
Executive Board Meetings, 1997 (March)	8	8
Executive Board Meetings, 1997 (June)	8	9
Executive Board Meetings, 1997 (June)	8	10
Executive Board Meetings, 1997 (Oct)	8	11
Executive Board Meetings, 1997 (Oct)	8	12
Executive Board Meetings, 1998 (Feb)	9	1
Executive Board Meetings, 1998 (Feb)	9	2

Executive Board Meetings, 1998 (May)	9	3
Executive Board Meetings, 1998 (May)	9	4
Executive Board Meetings, 1998 (Sept)	9	5
Executive Board Meetings, 1998 (Sept)	9	6
Executive Board Meetings, 1999 (Feb)	9	7
Executive Board Meetings, 1999 (Feb)	9	8
Executive Board Meetings, 1999 (April)	9	9
Executive Board Meetings, 1999 (Nov)	9	10
Executive Board Meetings, 2000 (Feb)	9	11
Executive Board Meetings, 2001 (Feb)	9	12
Executive Board Meetings, 2001 (May)	9	13
Executive Board Meetings, 2002 (Feb)	9	14

Subseries I.D. Finances

Date: 1957-1998; bulk 1974-1995

Extent: 39 folders (1.25 linear feet)

Description: Reports, budgets, subgroup budgets, miscellaneous financial documents arranged in alphabetical order by type of document.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Accounts/Dean Witter, 1989-1991		9	15	
Accounts/Dean Witter Trust, 1992-1994		9	16	
Accounts/Insurance, 1987-1990		9	17	
Accounts/Joint Steering Committee, 1992		9	18	
Accounts/Subgroups, 1974-1985		9	19	
Accounts/Subgroups, 1988-1991		9	20	
Accounts/Subgroups, 1992-1993		9	21	
Accounts/Subgroups, 1993-1995		9	22	
Accounts/Trust Company, 1992-1993		9	23	
Accounts/Union Trust Company, 1967		9	24	
Budgets/Society Budget, 1987-1995		9	25	
Budgets/Education Committee Budget, 1992-1993		9	26	
Budgets/Meetings Budgets, 1990-1993		9	27	
Reports/Audit, 1997		9	28	
Reports/Consolidated Financial Statements, 1987-1988		9	29	
Reports/Consolidated Financial Statements, 1991-1992		9	30	
Reports/Consolidated Financial Statements, 1992-1993		9	31	
Reports/Consolidated Financial Statements, 1993-1994		9	32	
Reports/Consolidated Financial Statements, 1994-1995		9	33	
Reports/Financial Statements, 1961-1971		9	34	
Reports/Financial Statements, 1988-1993		9	35	
Reports/Finance Committee, 1998		9	36	
Reports/Finance Committee, 1994-1997		9	37	
Reports/General Ledger, 1989-1992		9	38	
Reports/Innovative Technology Fund, 1992-1994		10	1	
Reports/Membership & Subscription, 1990-1995		10	2	
Reports/Mid-year Report, 1968		10	3	

Reports/Misc. Financial, 1988-1991	10	4
Reports/Quarterly Financial, 1989	10	5
Reports/Quarterly Financial, 1990-1991	10	6
Reports/Quarterly Financial, 1993-1994	10	7
Reports/Treasurer, 1957-1959	10	8
Reports/Treasurer, 1969	10	9
Reports/Treasurer, 1990	10	10
Reports/Treasurer, 1993	10	11
Reports/Treasurer, 1998	11	1
Taxes, 1964, 1993	11	2
Grant Proposals, 1988	11	3
Grants, 1990-1993	11	4

Subseries I.E. Administrative Files

Date: 1956-1998; bulk 1961-1973

Extent: 16 folders (.5 linear feet)

Description: Officer's administrative records arranged in alphabetical order by type of document.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Archival Creation, 1956, 1982		11	5	
Form Letters/Secretary, 1961-1964		11	6	
Mailings (Secretary), 1963-1966		11	7	
Mailings (Secretary), 1967		11	8	
Mailings (Secretary), 1968		11	9	
Mailings (Secretary), 1969-1970		11	10	
Mailings (Secretary), 1976-1979		11	11	
Secretary/Membership, 1990		11	12	
Programs/National Labs		11	13	
Questionnaire		11	14	
Reports/Annual Meeting, 1998		11	15	
Reports/Neutron Scattering		11	16	
Reports/President, 1973		11	17	
Reports/President, 1974		11	18	
Reports/Secretary, 1972-1973		11	19	
Rosters, 1959-1996		11	20	

Series II. Meetings

Date: 1956-2002; bulk 1963-1997

Extent: 173 folders (7.25 linear feet)

Description: Minutes, agendas, announcements, correspondence, programs, reports, rosters, and memos arranged into two Subseries: Annual Meetings and Miscellaneous Meetings and Conferences.

Subseries II.A. Annual Meetings

Date: 1956-2000; bulk 1963-1997

Extent: 164 folders (7 linear feet)

Description: Correspondence, minutes, agendas, programs, abstracts, contracts, rosters, announcements, memos, and notes arranged in order by meeting date.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Minutes, 1956-1960		11	21	
Program Committee, 1957-1959		11	22	
First Biophysics Conference, 1957		11	23	
National Meeting, 1958		11	24	
Correspondence, 1959		11	25	
Meeting Information, 1959		11	26	
Announcements and Programs, 1960		11	27	
Correspondence and Agenda, 1960		11	28	
Meeting Information, 1960		11	29	
Materials and Minutes, 1961		11	30	
Meeting Information, 1962		11	31	
Program Committee, 1961		11	32	
Professional Associates (Contracts), 1962-1966		11	33	
Agenda, 1963		11	34	
Correspondence (Professional Associates), 1963-1966		11	35	
Non-members Attending List, 1963		11	36	
Old Council, 1963		11	37	
Materials and Minutes, 1964		11	38	
Meeting Information, 1964		11	39	
Scrapbook (Howard Mil-Local Arrangements Chairman)/1965		11	40	
Business Meeting, 1965		11	41	
Local Arrangements, 1965		11	42	
Meeting Announcements, 1965		11	43	
Muscle Session, 1965		11	44	
New Council Meeting, 1965		11	45	
Old Council Meetings, 1965		11	46	
Program Committee, 1965		11	47	
Agenda, 1966		11	48	
Local Arrangements Committee, 1966		11	49	
Program Committee, 1966		11	50	
New Council I, 1966		11	51	
New Council II Meeting, 1966		11	52	
Non-members Attending, 1966		11	53	
Old Council Meetings, 1966		12	1	
Requests for Information, 1966		12	2	
Agenda, 1967		12	3	
Local Arrangements Committee, 1967		12	4	
Meeting Information, 1967		12	5	
Non-members Attending, 1967		12	6	
Program Committee, 1967		12	7	
Correspondence (4/1965-2/1968), 1968		12	8	
Correspondence (Requests for Information), 9/1967-1/1968/1968		12	9	
Change of Meeting Place, 1968		12	10	
Meeting Place Information (Pittsburgh, PA.) and Agenda, 1968		12	11	

Non-members Forms, 1968	12	12
Program Committee, 1968	12	13
Abstract Forms and Committee Members, 1969	12	14
Attendance Lis, 1969	12	15
Buisness Meeting Minutes, 1969	12	16
Change of Location, 1969	12	17
Charter Flight Reservations, 1969	12	18
Local Arrangements, 1969	12	19
Correspondence, Requests for Meeting Information (4/1968-2/1969), 1969	12	20
Travel Awards, 1969	12	21
Workshops, 1969	12	22
Attendance List, 1969	12	23
Meeting Information & Call for Papers, 1970	12	24
Requests for Information, 1970	12	25
Local Arrangements Committee, 1971	12	26
Meeting Information and Call for Papers, 1971	12	27
Program Committee, 1971	12	28
Correspondence, Requests for Information, 1971	12	29
Meeting Information & Call for Papers, 1972	12	30
Buisness Meeting, 1973	12	31
Invitation to Attend, 1973	12	32
New Council Meetings II, 1973	12	33
New Council Meetings I, 1973	12	34
Old Council and Executive Committee Meeting, 1973	12	35
Meeting Information & Call for Papers, 1974	12	36
Meeting Information, 1975	12	37
Meeting Information & Call for Papers, 1976	12	38
Meeting Information & Call for Papers, 1977	12	39
Correspondence (Hebrew), 1979	12	40
Meeting Information & Call for Papers, 1979	12	41
Meeting Information, 1980	12	42
Meeting Information & Call for Papers, 1981	12	43
Meeting Information & Call for Papers, 1982	12	44
Meeting Information & Call for Papers, 1984	12	45
Abstract Books, 1985	12	46
Misc. Arrangements, Guest Reimbursements, 1985	12	47
Call for Papers, 1985	12	48
Correspondence (4/1983-8/1985), 1985	12	49
Exhibitors, 1985	12	50
Minutes, Notes (Steve White), Symposia Room Assignments, 1985	12	51
Revenue and Expenses, 1985	12	52
Symposia Notes, 1985	12	53
Information and Call for Papers, 1986	12	54
Nominations, 1986	12	55
Arrangements (Housing), 1987	12	56
Minutes, 1987	12	57
Minutes, 1988	12	58
Correspondence and Reports, 1989	12	59

Symposia, 1989	12	60
Program Chairman's Guide (Proposal and Suggestion Materials), 1989	12	61
Agenda and Minutes	12	62
Correspondence, General (1989-1990), 1990	12	63
Correspondence, Registration, Waiver Requests (10/1989-5/31/1990), 1990	13	1
Exhibitor, 1990	13	2
Latin American Grants (Latin American Initiative), 1990	13	3
Latin American Initiative/Travel Grants, 1991	13	4
Meeting Revenue and Expenses, 1990	13	5
Registration Statistics, 1990	13	6
Travel, Talbot Awards, 1990	13	7
Expenses and Statistics, 1991	13	8
Materials, 1991	13	9
Mailing Labels, 1991	13	10
Travel, Talbot Awards, 1990	13	11
Exhibitions Responses to Questionnaire, 1992	13	12
Exhibitors, 1992	13	13
Expenses and Reimbursement, 1992	13	14
Latin American Initiative (Travel Grants), 1992	13	15
Photographs, 1992	13	16
Meeting Planning, 1992	13	17
Meeting Registration, Expenses, and Materials, 1992	13	18
Statistics and Suggestions, 1992	13	19
Travel Awards (Students), 1992	13	20
Exhibitors, 1993	13	21
Expenses and Reimbursements, 1993	13	22
Latin American and Eastern Block Initiative, 1993	13	23
Registration Waivers, 1993	13	24
Meeting Revenue and Expenses, 1993	13	25
Statistical Reports, Contracts and License, 1993	13	26
Travel Awards (Students), 1993	13	27
1994	13	28
Attendees, 1994	13	29
Expenses and Reimbursements (5/1993-3/1994), 1994	13	30
Expenses and Reimbursements (4/1994-8/1994), 1994	13	31
Expenses, Revenues and Statistics, 1994	13	32
Travel Grants (Students), 1995	13	33
Report, 1994-1995	13	34
Student Travel Awards, 1996	13	35
Meeting Planning Materials/1997	13	36
National Lecturer (David Eisenberg)/1997	13	37
Site Proposal, 1997	13	38
Abstracts, 1957-1961	13	39
Abstracts, 1962-1963	14	1
Abstracts, 1964	14	2
Abstracts, 1965	14	3
Abstracts, 1966-1967	14	4

Abstracts, 1968-1969	14	5
Abstracts, 1970-1971	14	6
Abstracts, 1972-1973	14	7
Abstracts, 1974	14	8
Abstracts, 1975	14	9
Abstracts, 1976-1977	14	10
Abstracts, 1978-1979	14	11
Abstracts, 1980	14	12
Abstracts, 1981	14	13
Abstracts, 1982	14	14
Abstracts, 1983	15	1
Abstracts, 1984	15	2
Abstracts, 1989	15	3
Abstracts, 1990	15	4
Abstracts, 2000	15	5
Abstracts 2009	15	6
Brochures (Information & Call for Papers), 1986-1990, 1992-1993	15	7
Brochures (Information & Call for Papers), 1996, 1999-2000	15	8
Proceedings, 1957	15	9
Programs, 1957, 1958-1959 (with Abstracts)	15	10
Programs, 1960-1962, 1964-1965, 1967-1968	15	11
Programs, 1971-1975	15	12
Programs, 1976-1978	15	13
Programs, 1979-1982	15	14
Programs, 1983-1986	15	15
Programs, 2000	15	16
Programs, 2009	15	17

Subseries II.B. Miscellaneous Meetings and Conferences

Date: 1961-2002

Extent: 9 folders (.25 linear feet)

Description: Correspondence, memos, and printed reports arranged in alphabetical order with items of the same name in order by date.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
7th Biophysical Discussion, Correspondence, October 23-24, 1994		16	1	
International Biophysics Congress, Correspondence, 1961, 1965-67		16	2	
International Biophysics Congress, Memo to Members, 1961		16	3	
International Biophysics Congress, Stockholm, 1961		16	4	
International Biophysics Congress, 2nd, Vienna, Austria, 1966		16	5	
International Biophysics Congress, 10th, Vancouver, 1990		16	6	
International Biophysics Congress, 11th, Budapest, 1993		16	7	
International Biophysics Congress, 14th Buenos Aires, 2002		16	8	
International Biophysics Congress, Travel Grants/Awards, 1987-93		16	9	

Series III. Committees

Date: 1956-2009; bulk 1980-1997

Extent: 113 folders (6.25 linear feet)

Description: Committee agendas, minutes, correspondence, memos, reports, directories and rosters arranged into eight Subseries by committee name.

Subseries III.A. Awards Committee

Date: 1983-1997; bulk 1990-1997

Extent: 12 folders (.5 linear feet)

Description: Correspondence, nominating material, and ballots and voting instructions for various Society awards; arranged in alphabetical order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence, 1991-92, 1994-97		16	10	
Distinguished Service Award, 1992		16	11	
Distinguished Service, 1997		16	12	
Elisabeth Roberts Cole Award, 1990		16	13	
Elisabeth Roberts Cole Award, 1991-July 1992		16	14	
Elisabeth Roberts Cole Award, Sept-Oct 1992		16	15	
Elisabeth Roberts Cole Award, Nov 1992-April 1993		16	16	
Margaret Oakley Dayhoff Memorial Award, 1983, 1988		16	17	
Margaret Oakley Dayhoff Memorial Award, 1989-90		16	18	
Margaret Oakley Dayhoff Memorial Award, 1990-94		16	19	
Young Investigator Award, 1991		16	20	
Young Investigator Award, 1992		16	21	

Subseries III.B. Educational Affairs Committee

Date: 1959-1997; bulk 1973-1994

Extent: 13 folders (.75 linear feet)

Description: General correspondence, school lists, questionnaires, and correspondence related to Student Symposia, and printed material from workshops; arranged in alphabetical order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence, 1959		16	22	
Correspondence, 1960-1961		16	23	
Correspondence, 1962-1964		16	24	
Correspondence, 1965-1967		16	25	
Correspondence, 1973-1974		16	26	
Correspondence, 1989-90 (Jan-June)		16	27	
Correspondence, 1990 (July-Dec)		17	1	
Correspondence, 1991		17	2	
Correspondence, 1992-94, 1997		17	3	
Student Symposia, 1988-1991		17	4	
Student Symposia, 1992-1993, 1996-1997		17	5	
Workshops, 1984, 1990		17	6	

Workshops, 1991	17	7
Annual Meeting March 2009	17	8

Subseries III.C. Innovative Technology Fund Advisory Committee (ITFAC)

Date: 1956-1998; bulk 1980-1997

Extent: 5 folders (.5 linear feet)

Description: Correspondence, progress reports, and articles arranged in date order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence, Aug-Oct 1991		17	9	
Correspondence, Nov-Dec 1991		17	10	
Correspondence, Jan-May 1992		17	11	
Correspondence, June-Dec 1992		17	12	
Correspondence, 1993		17	13	

Subseries III.D. Joint Steering Committee

Date: 1991-1996

Extent: 12 folders (1 linear foot)

Description: Correspondence, memos, reports, agendas, and minutes arranged in date order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence, 1991		17	14	
Correspondence, Memos and Reports, 1992		17	15	
Committee Meeting, Agenda and Minutes, 1992		17	16	
Correspondence, Memos and Reports, Jan-April 1993		17	17	
Correspondence, Memos and Reports, May-Dec 1993		17	18	
Committee Meeting, Agenda and Minutes, 1993		17	19	
Correspondence, Memos and Reports, 1994		17	20	
Committee Meeting, Agenda and Minutes, 1994		17	21	
Correspondence, Memos and Reports, 1995		18	1	
Committee Meeting, Agenda and Minutes, 1995		18	2	
Correspondence, Memos and Reports, 1996		18	3	
Committee Meeting, Agenda and Minutes, 1996		18	4	

Subseries III.E. Membership Committee

Date: 1957-1999

Extent: 17 folders (1 linear foot)

Description: Correspondence, dues lists, membership statistics, surveys and questionnaires, and printed directories arranged in alphabetical order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence, 1958-1963		15	5	
Correspondence, 1986-1996		15	6	

Directories, 1957,1959-1961, 1964	15	7
Directories, 1966-1967, 1969, 1971-1972 (copy)	15	8
Directories, 1971, 1974, 1976, 1978	15	9
Directories, 1980, 1982, 1984/85	15	10
Directories, 1990-93	15	11
Directories, 1993/94, 1997-99	15	12
Directories, 2008	15	13
Field of Activity	15	14
List of Biophysicists, 1956	15	15
Membership Analysis	15	16
Membership Dues	15	17
Member Lists	15	18
Questionnaire	15	19
Reports	15	20
Statistics	15	21
Survey of Unpaid Members, 1993	15	22

Subseries III.F. Nominating Committee

Date: 1958-1998

Extent: 17 folders (1.25 linear feet)

Description: Correspondence, officer nomination lists, biographical sketches of nominees (including the original forms filled out by the nominees), nomination forms, election totals, and email correspondence; arranged in date order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence, 1958-1960		18	23	
Correspondence, 1961		18	24	
Correspondence, 1962		18	25	
Correspondence, 1963		18	26	
Correspondence, 1964-1965		18	27	
Correspondence, 1966-1967, 1971, 1973-1975		19	1	
Correspondence, 1985-1988		19	2	
Correspondence, 1989		19	3	
Correspondence, 1990		19	4	
Correspondence, Jan-June 1991		19	5	
Correspondence, July-Dec 1991		19	6	
Correspondence, Jan-May 1992		19	7	
Correspondence, June-Dec 1992		19	8	
Correspondence, Jan-April 1993		19	9	
Correspondence, May-Sept 1993		19	10	
Correspondence, 1995-1996		19	11	
Correspondence, 1997-1998		19	12	

Subseries III.G. Miscellaneous Committees

Date: 1956-1998

Extent: 33 folders (1 linear foot)

Description: Correspondence, newsletters, reports, and committee lists arranged in alphabetical order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Committee Handbook, June 1997		19	13	
Ad Hoc Committee, 1961		19	14	
Ad Hoc Committee, 1989-1990		19	15	
Ad Hoc Committee, 1994		19	16	
Affiliations Committee		19	17	
Biophysical Discussions		19	18	
Committee on Fellows, 1961-1962		19	19	
Committee on Physics Textbooks, 1962 (ad hoc)		19	20	
Committee on Professional Opportunities for Women, 1987-88, 1990-95		19	21	
Extracurricular Activities Committee		19	22	
Extramural Activities Committee, 1963-65		19	23	
Finance Committee, 1961		19	24	
Future Meetings Committee		19	25	
Information Committee (Office of Information)		19	26	
Local Arrangements Committee, 1961		19	27	
International Relations Committee, 1958-60		19	28	
International Relations Committee, 1961-65		19	29	
Minority Affairs Committee, Correspondence, 1994		19	30	
National Medal of Science, 1963-66		19	31	
The Neutron Structural Biology Task Force, Jan-June 1991		19	32	
The Neutron Structural Biology Task Force, July 1991-Feb 1992		19	33	
Operations Committee, 1991-98		19	34	
Placement Service, 1957-1962		20	1	
Placement Service, 1963-1967		20	2	
Placement Service, Report, 1989-1990		20	3	
Placement Service, 1990-91		20	4	
Professional Grievances Advisory Committee, 1972-1973		20	5	
Public Affairs, 1992		20	6	
Public Policy Committee, Correspondence, 1991		20	7	
Public Science Policy Committee		20	8	
Publicity Committee, 1956-1963		20	9	
Scientific Communications Committee		20	10	
Standing Program Committee		20	11	

Subseries III.H. Public Affairs Committee

Date: 2007-2009

Extent: 4 folders (.25 linear feet)

Description: Correspondence, officer nomination lists, biographical sketches of nominees (including the original forms filled out by the nominees), nomination forms, election totals, and email correspondence; arranged in date order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
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Annual Meeting March 2007	2007	20	12
Annual Meeting February 2010	2010	20	13
Annual Meeting March 2009	2009	20	14
Annual Meeting October 2009	2009	20	15

Series IV. Publications

Date: 1956-2008

Extent: 55 folders (2.5 linear feet)

Description: Correspondence, reports, financial statements, agendas, minutes, and copies of newsletters arranged into three Subseries by topic.

Subseries IV.A. Biophysical Journal

Date: 1956-2008

Extent: 34 folders (2.5 linear feet)

Description: Correspondence, financial reports, agendas, and transition plan material relating to the Biophysical Journal arranged in alphabetical order by topic.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Agendas/Reports, 1990-1991		20	15	
Brochures		20	16	
Brochures, Career in Biophysics, 1990		20	17	
Budget, Projections, 1991-1997		20	18	
CADMUS, 1993-98		20	19	
Correspondence, 1956-1959		20	20	
Correspondence, 1960-1973		20	21	
Correspondence, 1986-1991		20	22	
Correspondence, Jan-June 1992		20	23	
Correspondence, July-Dec 1992		20	24	
Correspondence, 1993-96		20	25	
Correspondence, Editorial Board, 1964-1971		20	26	
Correspondence, Editorial Board, 1972-1973		20	27	
Correspondence, Editorial Board, 1990-1996		20	28	
Correspondence, Editor Search, 1990-1992		20	29	
Correspondence, Gift Subscriptions, 1991-1996		20	30	
Correspondence, Journal Changes, 1992		20	31	
Correspondence, Protein Science, 1992-1993		20	32	
Correspondence, Rockefeller University Press, 1989-1995		20	33	
Financial Reports, Rockefeller University Press, 1988-6/1991		20	34	
Financial Reports, Rockefeller University Press, 7/1991-1994		20	35	
Financial Reports, Statistics, 1969-1996		20	36	
Meeting Materials, Editorial Board, 1990		20	37	
Miscellaneous Meetings, 1989-1996		20	38	
Notices, 1960-67		20	39	
Proposal, 1959		20	40	
Reports, Internet Progress, 1996		20	41	

Rosters, Editorial Boards, 1960-73	20	42
Science & Technology Advisory Information System, 1974	20	43
Transition Plan, Correspondence, 1992-94	21	1
Transition Plan, Ad Hoc Committee, 1989-91	21	2
Transition Plan, Conway Group, 1992-94	21	3
Transition Plan, Journal Changes, 1992-94	21	4
Transition Plan, Manuscript Processing Manager, 1993-94	21	5
January 1976-October 1976	23	
November 1976-June 1977	24	
July 1977-March 1978	25	
April 1978-October 1978	26	
November 1978-April 1980	27	
May 1980-September 1980	28	
September 1980-October 1980	29	
November 1980-February 1981	30	
February 1981-June 1981	31	
June 1981-August 1981	32	
September 1981-November 1981	33	
December 1981-January 1982	34	
February 1982-May 1982	35	
June 1982-June 1983	36	
July 1983-February 1984	37	
February 1984-September 1984	38	
October 1984-May 1985	39	
June 1985-February 1986	40	
February 1986-September 1986	41	
October 1986-March 1987	42	
April 1987-December 1987	43	
February 1988-February 1990	44	
July 1990-December 1990	45	
January 1991-May 1991	46	
June 1991-November 1991	47	
December 1991-March 1992	48	
April 1992-August 1992	49	
September 1992-February 1993	50	
March 1993-August 1993	51	
September 1993-February 1994	52	
February 1994-June 1994	53	
July 1996-November 1996	54	
December 1996-March 1997	55	
April 1997-September 1997	56	
October 1997-February 1998	57	
February 1998-July 1998	58	
August 1998-January 1999	59	
January 1999-June 1999	60	
July 1999-December 1999	61	
January 2000-May 2000	62	
June 2000-July 2000	63	
September 2000-February 2001	64	

March 2001-August 2001	65
September 2001-February 2002	66
March 2002-July 2002	67
July 2002-October 2002	68
October 2002-January 2003	69
January 2003-February 2003	70
February 2003-March 2003	71
April 2003-May 2003	72
May 2003-July 2003	73
April 2003-May 2003	74
May 2003-July 2003	75
August 2003-September 2003	76
October 2003-November 2003	77
October 2003-January 2004	78
January 2004-February 2004	79
February 2004-May 2004	80
May 2004-July 2004	81
July 2004-September 2004	82
September 2004-November 2004	83
November 2004-January 2005	84
January 2005-January 2005	85
January 2005-February 2005	86
February 2005-March 2005	87
March 2005-April 2005	88
May 2005-June 2005	89
June 2005-July 2005	90
July 2005-August 2005	91
September 2005-October 2005	92
October 2005-November 2005	93
November 2005-October 2005	94
January 2006-January 2006 (Abstracts)	95
January 2006-February 2006	96
February 2006-March 2006	97
March 2006-April 2006	98
April 2006-May 2006	99
May 2006- July 2006	100
July 2006-September 2006	101
September 2006-November 2006	102
November 2006-December 2006	103
January 2007-March 2007	104
March 2007-June 2007	105
July 2007-October 2007	106
November 2007-January 2008	107
January 2008-March 2008	108
May 2008-August 2008	109
August 2008-November 2008	110
Abstracts 1960, 1961, 1962, 1963, 1964	111
Abstracts 1965-1970	112
Abstracts 1971-1973, 1975-1976, 1978	113

Membership List and Directory 1959-1989/1990	114
Membership List and Directory 1990/1991-2000	115
Programs 1983, 1994, 2001	116

Subseries IV.B. Newsletter

Date: 1958-2003; bulk 1970-1997

Extent: 8 folders (.5 linear feet)

Description: Printed copies of the Biophysical Society newsletter with pertinent correspondence and reports arranged in order by date.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence, Reports, 1965		21	6	
Correspondence, Reports, 1966		21	7	
Correspondence, 1990-96		21	8	
Copies, 1958-67, 1969		21	9	
Copies, 1970-1979		21	10	
Copies, 1980-1989		21	11	
Copies, 1990, 1992-97, 1999-2003		21	12	
Copies, Spectrum, 1988-89, 1992		21	13	
May 2007-April 2008		21	14	

Subseries IV.C. Publications Committee

Date: 1956-1996; bulk 1988-1993

Extent: 13 folders (.5 linear feet)

Description: Correspondence, agendas, reports, and proceedings of said committee arranged in alphabetical order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Correspondence, 1957-1960		21	15	
Correspondence, 1961-1965		21	16	
Correspondence, 1989-1993		21	17	
Correspondence, 1990-1991		21	18	
Correspondence, 1993-1996		21	19	
Correspondence, R. Gunn, 1992-1993		21	20	
Meeting Agendas, 1988-1990		21	21	
Meetings, 1989-1992		21	22	
Proceedings & Publications, 1956-59		21	23	
Reports, 1989		21	24	
Reports, Minutes, 1989-1991		21	25	
Reports, 1990		21	26	
Reports, 1990-1993		21	27	

Series V. Affiliated Societies

Date: 1964-2007; bulk 1989-2002

Extent: 28 folders (1.75 linear feet)

Description: Correspondence, meeting files, and reports from societies connected to the Biophysical Society arranged into three Subseries in alphabetical order.

Subseries V.A. Federation of American Societies for Experimental Biology (FASEB)

Date: 1988-2002

Extent: 24 folders (1.25 linear feet)

Description: Correspondence, reports, and meeting files arranged in alphabetical order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Annual Report, 1992, 1995-96		21	28	
Board Meeting, 1991		21	29	
Board Meeting, March 1993		22	1	
Board Meeting, 1991		22	2	
Board Meeting, March 1993		22	3	
Board Meeting, Sept 1993		22	4	
Board of Directors Meeting, Dec 1999		22	5	
Board of Directors Meeting, May 9, 2000		22	6	
Board of Directors Meeting, Sept 2000		22	7	
Board of Directors Meeting, May 8, 2001		22	8	
Board of Directors, May 7, 2002		22	9	
Correspondence, Editor Search, Jan. 17, 1995-Aug. 9, 1995		22	10	
Correspondence, May 29, 1998-July 25, 2001		22	11	
Editor-in-Chief Search Committee, 1994-95, misc.		22	12	
Editor-in-Chief Search Committee, Candidates & their C.V.'s		22	13	
Editor-in-Chief Search Committee, Info packet for Teleconference, Jan. 11, 1995		22	14	
Miscellaneous, 1989-92		22	15	
Miscellaneous Correspondence, 1988-96		22	16	
Society Presidents, Nov. 1996		22	17	
Summer Research Conferences, 1999		22	18	
Summer Research Conferences, 2000		22	19	
Summer Research Conference, 2001		22	20	
Summer Research Conference, Feb 2002		22	21	
Summer Research Conference, July 2002		22	22	

Subseries V.B. International Union of Pure and Applied Biophysics (IUPAB)

Date: 1964-1996; bulk 1990-1996

Extent: 4 folders (.25 linear feet)

Description: Correspondence and miscellaneous files arranged in alphabetical order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
General Assembly, August 1996		22	23	
Miscellaneous Correspondence, 1964-67, 1990-93		22	24	
National Research Council, 1996		22	25	
Survey of Graduate Education in Biophysics in the United States		22	26	

Subseries V.C. Bridging the Sciences Coalition

Date: 2002-2007

Extent: 5 folders (.25 linear feet)

Description: Correspondence, reports, and meeting files arranged in chronological order.

Folder Title/Description	Date	Box #	Folder #	Additional Info.
Bridging the Sciences Coalition Planning		22	27	
2005 Meeting Reports		22	28	
June 2006 Meeting Reports		22	29	
July 2007 Meeting Reports		22	30	
U.S. Genomics		22	31	

Bibliography

Biophysical Society. Accessed November 13, 2015. <http://www.biophysics.org/>.

Biophysical Journal Online. Accessed November 13, 2015. <http://www.ncbi.nlm.nih.gov/pmc/journals/231/>.

Satin, L.S. "The Biophysical Society: A Short History." Biophysical Society. Accessed November 13, 2015. <http://www.biophysics.org/AboutUs/Overview/BPSAShortHistory/tabid/2929/Default.aspx>.