



Inventory of the

Dorothy Hoffman Papers
(MSS1985025)

Created by Burt Altman

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SUMMARY INFORMATION

Dates: 1930, 1942-1974 (inclusive)

Extent: 5.7 LinearFt.

Languages represented in collection: English, Spanish

Portions of collection available online? : No

ADMINISTRATIVE INFORMATION

Acquisition Information:

The Hoffman Papers were donated by the Estate of Dorothy Hoffman.

Provenance: Created by Dorothy Hoffman.

Access Conditions:

Collection is open to research

Use Conditions:

Copyright holder for this collection: Florida State University

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Preferred Citation: Dorothy Hoffman Papers, Special Collections, Florida State University Libraries, Tallahassee, Florida

Processing History:

The collection was originally processed in December 1985, and was updated by Deborah Rouse in 2000 and Burt Altman in 2006.

BIOGRAPHICAL / HISTORICAL NOTES

Born in Liston, Indiana, on November 18, 1903, Dorothy Lois Reeves Breen Britsch (Hoffman) earned her A.B., M.A., and Ph.D. from the University of Illinois in 1926, 1927, and 1936, respectively.

In 1927, she joined the faculty of Florida State College for Women (FSCW) as an Instructor. In 1934, she was promoted to Assistant Professor of Spanish and French; in 1936 she was promoted to Associate Professor, and in 1946 to Professor. From 1952-1953, she served as acting head of the Florida State University (FSU) Modern Languages Department, and was named

Distinguished Professor for 1963-1964.

When she retired in 1974, her teaching career had been the longest in the university's history. She held numerous departmental and university positions, such as chair of the Faculty Professional Relations Committee, departmental representative to the Faculty Senate and Graduate Council, and President of the FSU Religious Council. She played a major role in such activities as organizing the University Credit Union and the University Christian Fellowship, and served on nearly all of the university standing committees. She held regional and national offices in a wide range of professional and honorary organizations, such as the Phi Beta Kappa National Council, and directed the Interchurch Training Institute to prepare officers and teachers for church schools. She died in 1985.

SCOPE AND CONTENT NOTES

The Dorothy L. Hoffman Papers consists of personal and professional correspondence, papers pertaining to her employment at Florida State University and committees on which she served, Department of Modern Languages records, course materials, materials documenting her work with professional organizations and honor societies, some publications, memorabilia, and scrapbooks.

Topics include the Christian Training Institute, the FSU College of Arts and Sciences, counseling, homecoming, Interamerican Studies Program at FSU, foreign study, humanities, departmental book orders, translation work, and Phi Beta Kappa. It has significant historical value not only in documenting the professional career of an eminent foreign language instructor, but it also traces the development of the Department of Modern Languages at Florida State University and the history of modern language instruction in higher education during the 20th Century.

INDEXING TERMS

Personal Names:

Hoffman, Dorothy Lois, 1903-1985

Subject Terms:

Florida State University. Department of Modern Languages.

Phi Beta Kappa.

Foreign study--Florida--Tallahassee.

Humanities--Study and teaching--Florida--Tallahassee.

Genre/Format Terms:

clippings

correspondence

lecture notes

manuscripts

photographs

scrapbooks

syllabi

COLLECTION CONTENTS

Box 981 Personal Papers (1930, 1950-1984)

Notes: Correspondence from friends, family, and colleagues; class lecture notebook belonging to her husband James P. Breen; photographs.

Box 981 Correspondence (1930, 1950-1984)

Notes: Correspondence from friends, colleagues, her niece Geraldine Givens, and other family members reminiscing about Florida State University, trips, marriages, weddings, and Hoffman's work with the Christian Training Institute, an organization devoted to Christian primary school education. Correspondents include FSU President Doak Campbell and History Professor Venila Shores.

- Box 981 Folder 1** Correspondence (1930, 1950-1960) : 24 items
- Box 981 Folder 2** Correspondence (1961-1964) : 29 items
- Box 981 Folder 3** Correspondence (1965-1984) : 29 items
- Box 981 Folder 4** Correspondence-Undated: 21 items
- Box 981 Folder 5** Christian Training Institute (1948-1953) : 99 items

Box 981 Notebook

- Box 981 Folder 6** Notebook: Ceramics 12 (n.d.) : 1 item

Box 981 Photographs (1952-1962)

Notes: Photographic Christmas greetings cards from various friends and their families.

- Box 981 Folder 7** Photographs (1952, 1962) : 5 items

Box 981-98 Professional Papers

Notes: Correspondence, committee files, Spanish language course materials, memorabilia, and other records related to her work at FSU, the FSU Department of Modern Languages, and her activities in professional organizations related to modern language teaching.

Box 981-982, 986 Florida State University (1942-1973)

Notes: Subject files documenting her FSU committee and student counseling activities and planning for Homecoming activities.

- Box 981 Folder 8** Appointment Papers and Salary (1942-1973) : 26 items
- Box 982 Folder 1** College of Arts and Sciences (1969-1972) : 20 items
- Box 982 Folder 2** Committees (1948-1970) : 22 items
- Box 982 Folder 3** Correspondence (1947-1971) : 73 items

Notes: Includes correspondence from her former students requesting letters of reference or pursuing doctoral degrees, and from colleagues at Florida State University and other academic institutions discussing their teaching careers.

- Box 982 Folder 4** Counseling (1949-1950) : 21 items
- Box 982 Folder 5** Homecoming 1963 (1963) : 5 items

- Box 982 Folder 6** Homecoming 1964 (1963) : 1 item
- Box 982 Folder 7** Homecoming 1965 (1965) : 58 items
- Box 982 Folder 8** Humanities Council Lecture Committee (1953) : 16 items
- Box 982 Folder 9** Humanities Ph.D. Committee (1953) : 25 items

Notes: Concerns her committee work planning a doctoral program in the humanities at FSU.

- Box 982 Folder 10** Interamerican Studies Program (1953) : 19 items
- Box 986 Folder 6** Translation Service (1943, 1948, 1967-1975) : 21 items

Notes: Correspondence from various academic institutions requesting that Dr. Hoffman transcribe letters, university transcripts, and certifications that students graduated from or attended Florida State University.

Box 982-983 Florida State University. Department of Modern Languages. (1947-1973)

Notes: Book orders for the Department, committee minutes, materials related to foreign study, travel, and job opportunities for students, and general information.

- Box 982 Folder 11** Book Orders (1933, 1963, 1967-1971) : 39 items
- Box 988 Folder 1** Book Publisher Information Cards (ca. 1965)
- Box 983 Folder 1** Foreign Study and Travel #1 (1947-1954) : 59 items
- Box 983 Folder 2** Foreign Study and Travel #2 (1949-1954) : 21 items
- Box 983 Folder 3** Interns (1954) : 2 items
- Box 983 Folder 4** Job Opportunities for Language Majors (1950) : 5 items
- Box 983 Folder 5** Modern Languages, Dept. of-General Information (1 of 2) (1966-1973) : 46 items
- Box 983 Folder 6** Modern Languages, Dept. of-General Information (2 of 2) (1970-1974) : 72 items
- Box 983 Folder 7** Modern Languages, Dept. of-Spanish Portuguese Division Meeting Minutes (1967-1973) : 18 items
- Box 988 Folder 2** Student Information Cards (1957-1958) : 1 item

Box 984-985, 987 Course Materials (1947-1974)

Notes: Lecture notes, class schedules, course outlines, class rosters, syllabi, proposals to change course requirements, charts used in her Spanish language classes, examination questions and student responses, student papers.

- Box 984 Folder 1** Class Materials (1968-1972) : 25 items
- Box 984 Folder 2** Class Materials (1 of 2) (1969, 1973-1974) : 23 items
- Box 984 Folder 3** Class Materials (2 of 2) (1946, 1959-1974) : 52 items
- Box 984 Folder 4** Course Notes-"Golden Age of Spain" (ca. 1956) : 12 items
- Box 984 Folder 5** Graduate Students-General (1950-1954, 1966-1974) : 34 items
- Box 984 Folder 6** Graduate Students: A-D (1959-1971) : 43 items
- Box 984 Folder 7** Graduate Students: E-M (1949-1971) : 66 items
- Box 985 Folder 1** Graduate Students: N-R (1948, 1964, 1967-1969) : 57 items
- Box 985 Folder 2** Graduate Students: S-Z (1964-1971) : 21 items
- Box 985 Folder 3** Humanities 102, 103 (1947-1949) : 53 items
- Box 985 Folder 4** Language Requirements (1938-1951) : 48 items
- Box 985 Folder 5** Library Purchase Requests (1951, 1967) : 15 items

- Box 985 Folder 6** Spanish Christmas Songs (n.d.) : 12 items
- Box 985 Folder 7** Spanish Classes (1966-1970) : 30 items
- Box 985 Folder 8** Spanish 427: January 22, 1968 exam (1968) : 15 items
- Box 985 Folder 9** Term Papers (1954, 1963, 1969) : 9 items
- Box 987 Folder 1** Term Paper: "A Study of the Life and Works of Gabriel Mistrela," by Vivian Mercer. (1947) : 2 items

Box 986-987 Professional Organizations and Honor Societies

Notes: Information about scholarships sponsored by honorary society chapters, correspondence to chapter deans; congratulatory letters and newsclippings about Hoffman's selection as FSU's Distinguished Professor of the Year for 1963-1964; newsletters, annual reports, and minutes of honorary fraternities; correspondence with FSCW President Edward Conradi and reports about the creation of a Phi Beta Kappa chapter at the College in 1935, and notes for speech given by Hoffman at 30th anniversary of the FSU Phi Beta Kappa Chapter in 1965.

- Box 986 Folder 1** Alpha Lambda Delta (1946-1949) : 8 items
- Box 986 Folder 2** Distinguished Professor, 1963-1964 (1963) : 4 items
- Box 987 Folder 2** Phi Beta Kappa (1926-1981) : 61 items
- Box 986 Folder 3** Phi Kappa Phi (1943, 1952, 1967-1974) : 26 items
- Box 986 Folder 4** Professional Organizations (1951, 1962, 1967, 1971) : 7 items
- Box 986 Folder 5** Sigma Delta Pi (1943-1944, 1948, 1967-1975) : 15 items

Box 986 Publications (1939-1976)

Notes: Correspondence regarding the activities of the Comediantes, an informal, international group of people interested in Spanish drama (Dr. Hoffman was a member); requests from colleagues for critiques of their bibliographies; pamphlets and reprints inscribed by their authors; bibliographies and press release about translation services provided by the FSU Department of Modern Languages.

- Box 986 Folder 7** Bulletin of the Comediantes (1955-1965) : 9 items
- Box 986 Folder 8** Publications and papers (1939, 1946-1976) : 30 items

Box 986-987, OS1 Memorabilia

Notes: Certificates and plaques presented to Dr. Hoffman.

- Box 986 Folder 9** Distinguished Professor Award (April 20, 1963) : 1 item
- Box 986 Folder 10** Garnet Key Membership (December 8, 1965) : 1 item
- Box 986** Dr. Hoffman's Desk Nameplate: 1 item
- Box OS1 Folder 1** Dr. Hoffman's City of Tallahassee Appreciation Award (October 18, 1972) : 1 item
- Box 987** Dr. Hoffman's Florida State University Alumni Association Century Club Distinguished Member Plaque (October 7, 1966) : 1 item

Box 988-988A and OS1 Scrapbooks

- Box 988** Scrapbook 1: Letters and newsclippings honoring Dr. Hoffman for her selection as FSU's Distinguished Professor for 1963-1964. (1963/1964) : 73 items
- Box 988A** Scrapbook 2: Photographs of Hoffman family taken at their home and newsclippings documenting FSU events. Loose photos are enclosed in archival folder in

scrapbook. (1972-1974) : 74 items

Box 988A Scrapbook 3: Letters and photographs of family and friends at various events. Loose photos are enclosed in archival folder in scrapbook. (1973-1974) : 73 items

Box OS1 Scrapbook 4: Newsclippings documenting Dr. Hoffman's work with the Tallahassee Business and Professional Women's Club, and other local organizations. (1958-1974) : 136 items

Box OS1 Scrapbook 5: Newsclippings, souvenir postcards, and programs documenting activities in which Dr. Hoffman participated or that interested her. (1963-1965) : 104 items

Box OS1 Scrapbook 6: Letters congratulating Dr. Hoffman for her selection as FSU's Distinguished Professor for 1963-1964, and photographs of the reception held in her honor for this award. (1963-1965) : 14 items