

IOWA STATE UNIVERSITY

Special Collections Department

403 Parks Library
Ames, IA 50011-2140
515 294-6672

<http://www.lib.iastate.edu/spcl/index.html>

MS 26

Iowa Conservation Education Council

Records, 1953-[ongoing]

Descriptive summary

creator: Iowa Conservation Education Council
title: Records
dates: 1953-[ongoing]
extent: 8.52 linear feet (3 records center cartons and 11 document boxes)
collection number: MS 26
repository: Special Collections Department, Iowa State University.

Administrative information

access: Open for research
publication rights: Consult Head, Special Collections Department
preferred citation: Iowa Conservation Education Council Records, MS 26, Special Collections Department, Iowa State University Library.

Historical note

The Iowa Conservation Education Council (ICEC) was incorporated in 1958 to encourage cooperation among individuals and agencies interested in conservation education, assist schools, develop educational materials and stimulate the development of conservation education in Iowa.

In 1968 the group reincorporated, allowing voting membership; one year later they issued the first newsletter. ICEC reincorporated again in 1982 and again in 1991. As of 2002 the organization has 900 members from almost all of Iowa's 99 counties. Membership services include a newsletter, graduate credit, scholarships, workshops, mini-grants, and environmental education advocacy.

The 13 board members are individually elected; in addition, there is also an Executive Director, a bookkeeper, newsletter editor, and several standing committees: membership, fundraising, mini-grants, budget, awards, workshop, newsletter & awards, grants & scholarships. The organization is currently based in West Des Moines, Iowa.

The ICEC mission is to provide educational pathways to enable Iowans to make responsible environmental decisions.

Collection Description

This collection contains materials related to administrative matters of the ICEC, as well as publications, events, and activities related to environmental education. Administrative materials include meeting minutes, with a particular emphasis on agendas for the annual meetings and meetings of the Executive Committee from 1969 to 1998, annual and quarterly financial reports, and also treasurer's reports from workshops hosted by the ICEC. Among the publications are newsletters, pamphlets, booklets, and informational resources from the ICEC, Iowa state agencies, and other environmental education organizations. Materials pertaining to events and activities include papers related to teachers' workshops hosted by the ICEC, meetings held by other organizations, national conferences, and grant proposals considered by the ICEC.

Organization

This collection is listed alphabetically within the following series: **General Records, Minutes, Financial, Newsletters, Publications, Conferences/Workshops and Grants/Projects.**

Series 1 General Records**Container list**

| Box/Folder | Title | Dates |
|-------------------|--|---------------------------|
| 12/1 | Address labels | 1976-1977 |
| 1/15 | Agendas, Handouts, Miscellaneous Mailings | 1982-1984 |
| 12/2 | Annual Meeting Minutes and Reports | 1966-1967; 1969, 1971 |
| 12/3 | Annual Meeting Minutes and Reports | 1973 |
| 12/4 | Annual Meeting Minutes and Reports | 1974 |
| 12/5 | Annual Meeting Minutes and Reports | 1976 |
| 12/6 | Annual Meeting Minutes and Reports | 1977 |
| 12/7 | Annual Meeting Minutes and Reports | 1978 |
| 12/8 | Annual Meeting Minutes and Reports | 1979 |
| 12/9 | Annual Meeting Minutes and Reports | 1980 |
| 12/10 | Annual Meeting Minutes and Reports | 1981 |
| 12/11 | Annual Meeting Minutes and Reports | 1982 |
| 12/12 | Annual Meeting Minutes and Reports | 1983 |
| 12/13 | Annual Meeting Minutes and Reports | 1992, 1994- 1996, 1998 |
| 12/14 | Articles and Certificate of Incorporation and Re-incorporation (originals issued by the state) | 1958, 1969 |
| 12/15 | Articles of Incorporation | |
| 2/2 | Articles of Incorporation | 1984 |
| 1/18 | Awards | 1983 |
| 14/43 | Awards Committee | 1989, n.d. |
| 1/17 | Background Information | 1982-1991, n.d. |
| 12/16 | By-laws and policy manual | 1993 |
| 1/10 | Chevron ICEC Award | 1969-1987 |
| 2/7 | Committee Assignments | 1990-1991 |
| 12/17 | Committee Members, lists and goals | 1969-1994 |
| 1/13 | Conservation Education Award | 1981 |

| Box/Folder | Title | Dates |
|-------------------|---|---------------|
| 1/4 | Constitution Revision | 1968-1969 |
| 12/18 | Correspondence | 1965-1970 |
| 12/19 | Correspondence | 1971 |
| 12/20 | Correspondence | 1972 |
| 12/21 | Correspondence | 1973 |
| 12/22 | Correspondence | 1974 |
| 12/23 | Correspondence | 1975 |
| 12/24 | Correspondence | 1976 |
| 12/25 | Correspondence | 1977 |
| 12/26 | Correspondence | 1978 |
| 12/27 | Correspondence | 1979 |
| 12/28 | Correspondence | 1980 |
| 12/29 | Correspondence | 1981 |
| 12/30 | Correspondence | 1982 |
| 12/31 | Correspondence | 1983 |
| 12/32 | Correspondence | 1984 |
| 12/33 | Correspondence | 1985 |
| 12/34 | Correspondence | 1986-1987 |
| 12/35 | Correspondence | 1991 |
| 12/36 | Correspondence | 1992 |
| 12/37 | Correspondence | 1993 |
| 12/38 | Correspondence | 1994 |
| 12/39 | Correspondence | 1995 |
| 12/40 | Correspondence | 1996 |
| 3/6 | Correspondence: Executive Committee | 1989 |
| 3/4 | Correspondence to Frank Schaller | 1968-1970 |
| 3/5 | Correspondence, Agenda, Communications | 1972-85, n.d. |
| 1/1 | Development of ICEC | 1953-1972 |
| 12/41 | Development of County Conservation Boards | 1970-1972 |
| 8/1 | Executive Committee Ballot results | 2002 |

| Box/Folder | Title | Dates |
|-------------------|--|-----------------------------|
| 1/7 | Executive Council | 1969-1986 |
| 12/42 | Film and Media Catalogues | 1965, n.d. |
| 2/11 | Historian File | 1987 |
| 2/12 | Historian File | 1988 |
| 2/13 | Historian File | 1989 |
| 2/14 | Historian File (Folder 1 of 2) | 1990 |
| 3/1 | Historian File (Folder 2 of 2) | 1990 |
| 2/9 | Historical | 1961, 1982, n.d. |
| 3/2 | Historical Files (Folder 1 of 2) | 1991 |
| 3/3 | Historical Files (Folder 2 of 2) | 1991 |
| 1/3 | History, Purpose, and Objectives | 1969 |
| 12/43 | ICEC Certificate of Appreciation | n.d. |
| 12/44 | ICEC Logo | 1978 |
| 12/45 | ICEC Membership Applications | 1994, n.d. |
| 2/6 | ICEC Renewal/Registration | 1988-1989 |
| 1/19 | Ideas, Mailing Lists | 1983-1984 |
| 1247 | Internal Revenue Service – Lobbying of Eligible Public Charities | 1977 |
| 12/46 | Iowa Natural Heritage Association | 1981 |
| 12/48 | Iowa State University Cooperative Extension Bulletins | 1957, 1961, 1964 |
| 12/49 | Membership lists | 1966-1976, 1979, 1981, n.d. |
| 2/8 | Membership Lists | n.d. |
| 2/5 | Membership Survey | 1987 |
| 2/10 | Minutes/Historian File | 1986 |
| 1/11 | Miscellaneous | 1977-1978 |
| 1/14 | Miscellaneous | 1982, n.d. |
| 1/16 | Miscellaneous | 1982-1990, n.d. |
| 1/5 | Miscellaneous | 1969 |
| 12/50 | Nature Conservancy Iowa Preserves | n.d. |

| Box/Folder | Title | Dates |
|-------------------|---|-----------------------|
| 1/6 | Newsletters, Clippings, Pamphlets, Miscellaneous, and 3 Photos | 1969 |
| 12/51 | Notes and Ideas | 1983, 1993, n.d. |
| 2/3 | Officer Election Material | 1984-1986 |
| 2/1 | Operating Policy Manual | 1984 |
| 12/52 | Operating Policy Manual | 1995 |
| 8/8 | Operating Policy Manual | 2002 |
| 12/53 | Outstanding Country Conservation Board Environmental Action Award | 1992-1993 |
| 1/20 | Policies | 1983-1989 |
| 1/12 | Policy Manual, Sponsorship Guidelines, Soil Teacher Award | 1979-1984 |
| 12/54 | Position Descriptions | 1991-1992 |
| 12/55 | Proposed Policy Manual Changes | 1992-1993 |
| 1/8 | Reports from Gov. Com. on Conservation of Outdoor Resources | 1969-1970 |
| 12/58 | Restated Articles of Incorporation | 1982, n.d. |
| 12/59 | Restated Articles of Incorporation | 1991-1992 |
| 12/60 | Soil Conservation Awards | 1972, 1977-1979, n.d. |
| 1/9 | Source book, Memorial Resolution to Frank Mendell | 1974 |
| 2/4 | Sponsorship and Co-Sponsorship Guidelines | 1987 |
| 1/2 | State and Regional Councils | 1969 |
| 12/57 | Stationary | n.d. |
| 12/60 | Wisconsin Association for Environmental Education | 1991-1995 |

Series 2 Meeting Minutes

Container list

| Box/Folder | Title | Dates |
|-------------------|-----------------------------------|--------------|
| 4/8 | Board Meeting Agendas and Minutes | 1980-1986 |

| Box/Folder | Title | Dates |
|-------------------|---|--------------|
| 5/5 | Board Meeting Agendas and Minutes | 1987-1991 |
| 4/9 | Chairman ' s Annual Report | 1982 |
| 4/1 | Council Minutes and Executive Committee Minutes | 1958-1970 |
| 12/61 | Executive Committee Minutes | 1969-1972 |
| 12/62 | Executive Committee Minutes | 1973 |
| 12/63 | Executive Committee Minutes | 1974 |
| 12/64 | Executive Committee Minutes | 1975 |
| 12/65 | Executive Committee Minutes | 1976 |
| 12/66 | Executive Committee Minutes | 1977 |
| 12/67 | Executive Committee Minutes | 1978 |
| 12/68 | Executive Committee Minutes | 1979 |
| 12/69 | Executive Committee Minutes | 1980 |
| 12/70 | Executive Committee Minutes | 1981 |
| 12/71 | Executive Committee Minutes | 1982 |
| 12/72 | Executive Committee Minutes | 1983 |
| 12/73 | Executive Committee Minutes | 1984 |
| 12/74 | Executive Committee Minutes | 1985 |
| 13/1 | Executive Committee Minutes | 1986 |
| 13/2 | Executive Committee Minutes | 1987 |
| 13/3 | Executive Committee Minutes | 1988 |
| 13/4 | Executive Committee Minutes | 1989 |
| 13/5 | Executive Committee Minutes | 1991 |
| 13/6 | Executive Committee Minutes | 1992 |
| 13/7 | Executive Committee Minutes | 1993 |
| 13/8 | Executive Committee Minutes | 1994 |
| 13/9 | Executive Committee Minutes | 1995 |
| 13/10 | Executive Committee Minutes | 1996 |

| Box/Folder | Title | Dates |
|-------------------|---|-----------------|
| 5/9 | Executive Committee Meeting Agendas/Minutes, Miscellaneous Brochures; Executive Committee Minutes: 2-11-1998, 3-13-1998, 4-28-1998, 6-8-1998, 7-17-1998, 9-10-1998, 11-4-1998 | 1990, 1998 |
| 8/2 | Meeting minutes | 1999-2002, n.d. |
| 5/2 | Minutes | 1982-1985 |
| 5/3 | Minutes | 1986 |
| 5/4 | Minutes | 1987 |
| 5/7 | Minutes | 1989 |
| 5/6 | Minutes - Originals | 1988 |
| 4/5 | Minutes and Financial Reports | 1972-1985 |
| 4/7 | Minutes and Newsletters | 1978-1979 |
| 4/6 | Minutes and Proceedings | 1973-1975 |
| 4/2 | Proceedings | 1958-1961 |
| 4/3 | Proceedings | 1962-1967 |
| 4/4 | Proceedings | 1968-1973 |
| 5/8 | Secretary ' s File | 1989 |

Series 3 Financial

Container list

| Box/Folder | Title | Dates |
|-------------------|---|--------------|
| 6/6 | Accountant ' s Report | 1987-1990 |
| 6/7 | Accountant's Report | 1987 |
| 6/13 | Annual Financial Reports | 1982-1990 |
| 5/10 | Articles of Incorporation, IRS Tax Exemption Material | 1958-1970 |
| 13/11 | Financial Report | 1973 |
| 6/10 | Miscellaneous Financial Records | 1982-1994 |
| 13/12 | Miscellaneous Treasurer's Correspondence | 1977-1986 |
| 6/5 | State of Iowa Annual Report; Iowa Nonprofit Corporation | 1986 |

| Box/Folder | Title | Dates |
|-------------------|--|--------------|
| 6/2 | Statement of Cash Receipts and Disbursements | 1990 |
| 6/1 | Statement of Revenues and Expenses | 1987-1989 |
| 6/11 | Treasurer ' s Reports | 1982-1989 |
| 13/13 | Treasurer ' s Reports | 1991-1993 |
| 13/14 | Treasurer ' s Reports | 1994-1996 |
| 6/12 | Treasurer ' s Reports/Financial Reports | 1982-1990 |
| 6/3 | Treasurer ' s Reports/Financial Records | 1990 |
| 6/4 | Treasurer ' s Reports/Financial Reports | 1974-1977 |
| 6/8 | Treasurer ' s Reports/Financial Reports | 1977-1981 |
| 13/15 | Workshop's Financial Reports | 1974-1976 |
| 13/16 | Workshop's Financial Reports | 1977-1982 |
| 6/9 | Workshop Finances | 1982-1988 |
| 6/14 | Workshop Reports | 1983-1989 |

Series 4 Newsletters

Container list

| Box/Folder | Title | Dates |
|-------------------|--|--------------------|
| 8/4 | 30 th Anniversary Issue (Folder 1 of 2) | 1988 |
| 8/5 | 30 th Anniversary Issue (Folder 2 of 2) | 1988 |
| 13/17 | <i>Conservation Education Association</i> (Newsletter) | 1973-1974, 1979 |
| 13/18 | <i>Deep Portage Log</i> (Newsletter) | 1990-1991 |
| 13/19 | <i>Environmental Education Newsletter</i> | 1977-1981 |
| 13/20 | <i>Environmental Education Newsletter</i> | 1982-1985 |
| 13/21 | <i>Environmental Education Newsletter</i> | 1987-1989 |
| 13/22 | <i>Environmental Education Newsletter</i> | 1993-1994 |
| 13/23 | <i>Environmental Education Newsletter</i> | n.d. |
| 13/24 | <i>Iowa Conservationist</i> (magazines and news clippings) | 1963-1973, n.d. |
| 13/26 | ICEC Newsletters | 1969-1972 |

| Box/Folder | Title | Dates |
|-------------------|--|-----------------|
| 13/27 | ICEC Newsletters | 1973-1975 |
| 13/28 | ICEC Newsletters | 1976-1978 |
| 13/29 | ICEC Newsletters | 1979-1981 |
| 13/30 | ICEC Newsletters | 1993-1995 |
| 8/11 | Membership List and Newsletters | 1955-1971 |
| 13/31 | Miscellaneous Newsletters | 1976-1979 |
| 13/32 | Miscellaneous Newsletters | 1988, 1992-1996 |
| 13/33 | Miscellaneous Newsletters | 1981, 1983-1984 |
| 13/34 | Newsletter: <i>A Bulletin on Conservation Education</i> | 1966 |
| 7/7 | Newsletters | 1971-1975 |
| 8/3 | Newsletters | 1981-1983 |
| 8/12 | Newsletters and Pamphlets | 1969- |
| 7/6 | Newsletters, <u>Iowa Conservationist</u> , <u>Skunk River Greenbelt News</u> | 1970-1984 |
| 8/6 | Taft Campus Newsletter | 1989 |
| 7/4 | <i>ICEC Agenda</i> | 1992-1994 |
| 7/5 | <i>ICEC Agenda</i> | 1995-1997 |
| 7/1 | <i>ICEC Agenda</i> | 1981-1984 |
| 7/2 | <i>ICEC Agenda</i> | 1985-1990 |
| 7/3 | <i>ICEC Agenda</i> | 1988, 1990 |
| 13/25 | <i>ICEC Agenda</i> | 1980-1982 |
| 13/35 | <i>Reflect</i> (Newsletter for the Local Ecology Project) | 1978-1979 |
| 13/36 | <i>Science Spectrum</i> | 1978-1981 |

Series 5 Publications

Container list

| Box/Folder | Title | Dates |
|-------------------|--------------|--------------|
|-------------------|--------------|--------------|

| Box/Folder | Title | Dates |
|-------------------|---|------------------------|
| 13/37 | Assessment by Teachers and Administrators in Grades K-12 (microfiche) | n.d. |
| 13/38 | Conservation Resource Book | 1962 |
| 8/9 | Conservation Source book | 1982-1983 |
| 13/39 | "Ecomania" (booklet) | n.d. |
| 13/40 | Environmental Information for Iowa | c.a. 1974-1975 |
| 13/41 | "Fears" (booklet) | 1991 |
| 13/42 | "The Green Guide" by the Utah Environmental Education Network Project | 1993 |
| 13/43 | "A Guide to Historic Iowa" by the Department of Public Instruction | 1968 |
| 13/44 | "A Guide to Interpretive Services in Iowa" by the Iowa Association of Naturalists | 1981 |
| 13/45 | ICEC and Conservation Association Pamphlets | 1965, 1984 |
| 13/46 | ICEC Pamphlets | 1994 |
| 13/47 | Iowa County and Local Pamphlets | n.d. |
| 13/48 | "Iowa's Prairies" | 1981, 1985 |
| 13/49 | Iowa-related Conservation Booklets | 1979, 1981, 1996, n.d. |
| 13/50 | "Iowa's Soil" and "Iowa's Prairies" | 1985, n.d. |
| 13/51 | Iowa State Conservation Commission Booklets | 1961-1973, n.d. |
| 13/52 | "Learning Experiences in a Forest Environment" | 1979 |
| 13/53 | "Losing Ground" | 1987 |
| 13/54 | "Making Environmental Education Organizations Effective: A Planning Guide" by the North American Association for Environmental Education (NAAEE) (1 of 2) | 1994 |
| 13/55 | "Making Environmental Education Organizations Effective: A Planning Guide" by the North American Association for Environmental Education (NAAEE) (2 of 2) | 1994 |
| 13/56 | Miscellaneous Speeches, Presentations, and Papers | 1967-1989, n.d. |
| 8/7 | Research Publications | 1976-1985 |
| 13/57 | "Soil – Learning Experiences for a Living Resource" | 1978 |
| 8/10 | Teacher Guides | 1985 |

| Box/Folder | Title | Dates |
|-------------------|--|--------------|
| 13/58 | "Teaching Activities on Soils" booklet | 1985 |

Series 6 Conferences/Workshops

Container list

| Box/Folder | Title | Dates |
|-------------------|---|--------------|
| 9/4 | 4-H Camp Master List | 1968 |
| 9/3 | 4-H Camp, Luther | 1966 |
| 9/6 | 4-H Camp, Luther | 1970 |
| 9/7 | 4-H Camp, Luther | 1971 |
| 9/1a | Conferences | 1956-1959 |
| 9/5 | Conferences | 1969 |
| 9/8 | Drake Summer Program | 1969-1975 |
| 9/9 | Fall Teachers Workshops | 1971-1975 |
| 14/1 | The Governor's Conference on Education About Conservation and the Environment | 1995 |
| 14/2 | ICEC Workshops | 1992 |
| 14/3 | ICEC Workshops | 1993 |
| 14/4 | ICEC Workshops | 1994 |
| 14/5 | ICEC Workshops | 1995 |
| 14/6 | ICEC Workshops | 1996 |
| 10/7 | Historian File of ICEC Workshops | 1978-90 |
| 10/5 | Midwest Conference, Springbrook State Park | 1972 |
| 9/1 | Midwest Conferences | 1952-1969 |
| 10/14 | Midwest Environmental Education Conference (Folder 1 of 2) | 1992 |
| 10/15 | Midwest Environmental Education Conference (Folder 2 of 2) | 1992 |
| 14/7 | Midwest Environmental Education Conference | 1984 |
| 10/13 | Midwest Registration Forms | 1992 |
| 14/8 | Miscellaneous Conferences and Workshops | 1967-1976 |
| 14/9 | Miscellaneous Conferences and Workshops | 1980-1984 |

| Box/Folder | Title | Dates |
|-------------------|---|--------------|
| 14/10 | Miscellaneous Conferences and Workshops | 1986-1991 |
| 10/16 | Presenter Information | n.d. |
| 9/2 | Springbrook State Park | 1962-1965 |
| 14/11 | Teacher Workshops | 1961 |
| 14/12 | Teacher Workshops | 1965-1966 |
| 14/13 | Teacher Workshops | 1968 |
| 14/14 | Teacher Workshops | 1969 |
| 14/15 | Teacher Workshops | 1970 |
| 14/16 | Teacher Workshops | 1971 |
| 14/17 | Teacher Workshops | 1972 |
| 14/18 | Teacher Workshops | 1973 |
| 14/19 | Teacher Workshops | 1973 |
| 14/20 | Teacher Workshops | 1974 |
| 14/21 | Teacher Workshops | 1974 |
| 14/22 | Teacher Workshops | 1976 |
| 14/23 | Teacher Workshops | 1976 |
| 14/24 | Teacher Workshops | 1977 |
| 14/25 | Teacher Workshops | 1978 |
| 14/26 | Teacher Workshops | 1979 |
| 14/27 | Teacher Workshops | 1980 |
| 14/28 | Teacher Workshops | 1981 |
| 14/29 | Teacher Workshops | 1982 |
| 14/30 | Teacher Workshops | 193 |
| 14/31 | Teacher Workshops | 1984 |
| 14/32 | Teacher Workshops | 1985 |
| 9/10 | UNI Teachers Conservation Camp | 1969-1975 |
| 10/11 | Workshop and Conference Planning | 1985 |
| 9/16 | Workshop Announcements | 1977 |
| 10/6 | Workshop Evaluations | 1985 |
| 9/12 | Workshop Reports | 1973 |

| Box/Folder | Title | Dates |
|-------------------|----------------------------------|--------------|
| 10/10 | Workshop Reports and Evaluations | 1982-1984 |
| 9/11 | Workshops | 1972 |
| 9/13 | Workshops | 1974 |
| 9/14 | Workshops | 1975 |
| 9/17 | Workshops | 1978 |
| 10/1 | Workshops | 1979 |
| 10/2 | Workshops | 1980 |
| 10/3 | Workshops | 1981 |
| 10/4 | Workshops | 1982 |
| 10/8 | Workshops | 1980-1983 |
| 10/9 | Workshops | 1981-1985 |
| 10/12 | Workshops | 1984-1986 |
| 9/15 | Workshops for Teachers | 1976 |

Series 7 Grants/Projects

Container list

| Box/Folder | Title | Dates |
|-------------------|--|--------------|
| 14/33 | Adult Environmental Education Project | 1992-1993 |
| 14/34 | Environmental Task Force and REACH Program | 1992 |
| 14/35 | Grant Proposals | 1979 |
| 14/36 | Grant Proposals | 1991-1993 |
| 14/37 | Grant Proposals | 1994-1996 |
| 14/38 | ICEC Guidelines for Workshop Sponsorship and Co-Sponsorship | n.d. |
| 14/39 | ICEC Sponsorship and Co-Sponsorship Guidelines | 1979-1989 |
| 14/40 | Iowa Environment Education Plan | 1993 |
| 14/41 | Iowa Resource Enhancement & Protection (REAP) Conservation Alliance (Iowa Department of Natural Resources) | 1992-1994 |

| Box/Folder | Title | Dates |
|-------------------|--|--------------|
| 11/1 | Project Wild | 1986 |
| 11/2 | REAP Grant #51 - Annotated Bibliography of REAP-CEP Projects | 1994 |