

**Italian-American Institute to  
Foster Higher Education Records  
CMS.081**

**Finding aid prepared by Richard Del Giudice**

---

This finding aid was produced using the Archivists' Toolkit

August 22, 2014

Describing Archives: A Content Standard

Center for Migration Studies  
December 1987

## Table of Contents

---

<u>Summary Information</u> .....	3
<u>Biographical/Historical note</u> .....	4
<u>Scope and Contents note</u> .....	4
<u>Arrangement note</u> .....	5
<u>Administrative Information</u> .....	5
<u>Controlled Access Headings</u> .....	5
<u>Other Finding Aids note</u> .....	6
<u>Collection Inventory</u> .....	7

## Summary Information

---

<b>Repository</b>	Center for Migration Studies
<b>Creator</b>	Italian-American Institute to Foster Higher Education.
<b>Title</b>	Italian-American Institute to Foster Higher Education Records
<b>Date [inclusive]</b>	1978-1983
<b>Extent</b>	8.0 Linear feet in 15 document boxes and a wrapped package of oversize account books.
<b>Language</b>	English
<b>Language of Materials note</b>	Materials are in English.
<b>Abstract</b>	CMS.081 documents, in correspondence, office papers and publications, the activities of the Italian-American Institute to Foster Higher Education, the City University of New York's precursor to the John D. Calandra Italian-American Institute, from its inception in 1978 to its closure in 1983.

### Preferred Citation note

Center for Migration Studies of New York; Italian-American Institute to Foster Higher Education (CMS 081); Box; Folder.

## Biographical/Historical note

---

The Italian-American Institute to Foster Higher Education was incorporated in 1978 in response to the 1976 report "A History of Italian-American Discrimination at City University of New York" (CUNY) by New York State Senator John D. Calandra. The report documented the placement of Italian-American students in programs according to ethnic stereotype rather than individual aspiration, systematic exclusion of Italian Americans from responsible positions and denial of promotions.

Galvanized into action by the pleas of individuals, including Juliet Cuttita, Anita Ferdenzi, State Senators John Calandra and Anthony Gazzara, Assemblymen Frank Barbaro and Guy Vellella rallied the state legislature's Italian-Americans to establish the Italians to establish the Italian-American Institute to Foster Higher Education with a \$500,000 first-year grant. The Institute formerly opened on November 30, 1979 with Father Nicholas Russo as serving director. Russo died in 1980, and succeeded by Louis Cenci. The Institute was charged to assist in remedying these conditions by promoting higher education among Italian Americans and assisting CUNY in making its resources available to Italian Americans of high school and college age. The work of the Institute was structured into three distinct but mutually cooperative divisions: Academic Affairs, Student Affairs, and Community Affairs.

The Institute operated between 1979 and 12 May 1983. In 1984 it was reopened as the John D. Calandra Italian-American Institute. Dr. Joseph Scelsa became Director.

---

## Scope and Contents note

---

The Institute's records are dated from 1978 to 1983 and cover almost every aspect of the Institute's history and activities. Throughout the records each division of the Institute manifests itself with clear objectives, competency, and a dedication to serve the Italian-American community. The contributions of Fr. Russo and Louis Cenci set the course and progress of the Institute and were particularly noteworthy. The collection highlights the work that was done to give Italian-Americans a fair voice in the higher education system. The collection mostly focuses on their work with the City University of New York, but contains some materials related to their outreach efforts.

The collection documents the work of their three divisions and their functions. The Academic Affairs office conducted research on Italian-Americans in New York City, the Student Affairs provided improved counseling service for Italian-American students, and the Community Affair served as an information center. The collection contains governmental reports, progress reports, lists, financial and contractual information, personnel files, meeting minutes, correspondence, newsletters of the organization, materials related conferences attended by the staff of the organization, lectures, and other events organized by the Institute.

## Arrangement note

---

CMS.081 is arranged into five Sub-Groups, all of which are then divided into Series:

---

## Administrative Information

---

### Publication Information

Center for Migration Studies December 1987

### Conditions Governing Access note

Open to researchers by appointment.

### Conditions Governing Use note

Copyright is owned by the Center for Migration Studies. Permission to publish materials must be requested before use.

### Immediate Source of Acquisition note

Deposited by the Italian-American Institute to Foster Higher Education.

### Processing Information note

In 2014, Mary Elizabeth Brown entered this collection into the Archivists' Toolkit in compliance with DACS; Nicole Greenhouse checked the work. Folder titles in the container list online may vary from the physical folder titles.

---

## Controlled Access Headings

---

Corporate Name(s)

- City University of New York.
- John D. Calandra Italian-American Institute.

### **Subject(s)**

- Italian Americans |x Education |z New York (State) |z New York |x History |y 20th Century
- Italian Americans |z New York (State) |z New York.

---

### **Other Finding Aids note**

---

The original inventory is available in print upon request.

**Sub-Group I: The Establishment of the Institute****Collection Inventory****Sub-Group I: The Establishment of the Institute 1978-1983****Scope and Contents note**

This series contains materials related to the establishment of the Institute, including proposals, by-laws, papers of incorporation, speeches, and other printed materials.

**Series A: Original Program Proposal 1978****Box****Folder**

1

1

**Scope and Contents note**

Contains the 1978 proposal by Juliet Cuttita and another undated proposal by Russo relative to the need to establish an Italian-American Institute. Included is printed material on the structure and division of the Institute.

**Series B: Certificate of Incorporation 1978****Scope and Contents note**

Contains the original papers of incorporation filed in 1978, the 1981 agreement between New York State and the Institute, and amendments of the By-Laws made in 1981-1982.

**Box****Folder**

Original Papers of Incorporation 1978

1

2

Photocopy of Certificate of Incorporation 1978

1

3

**Series C: Inauguration of the Institute**

Agreement between the State of New York and the Italian-American Institute to Foster Higher Education 1981	1	4
Amendment of Certificate of Incorporation and By-Laws 1981	1	5
By-Laws and Correspondence Regarding Them 1980-1982	1	6

**Series C: Inauguration of the Institute 1978****Scope and Contents note**

Contains speeches and other printed material related to the celebration of the Institute's opening on November 30, 1979.

	<b>Box</b>	<b>Folder</b>
Guest List and Sample Invitations 30 November 1979	1	7
Presentation Speeches in English 30 November 1979	1	8
Presentation Speeches in Italian 30 November 1979	1	9
Program Narratives Describing Institute Objectives, Activities and Administration 30 November 1979	1	10

**Sub-Group II: Central Administration 1978-1983****Scope and Contents note**

**Series A: Board of Directors**

---

The files on the Institute's Central Administration provides a timeline of the organization. It was incorporated in 1978 but formally opened 30 November 1979 with a fund of a half-million dollars from the State of New York. The state did not continue to fund the organization at the same level, and de-funded it entirely in 1983, leading to the organization's closing 12 May 1983.

During its active years, the Institute's "owners" were its Board of Directors, who were trustees of its assets. Judge Louis J. Capozzoli served as Chairman of the Board of Trustees from 1980 until his own death in 1982. He was succeeded by Arthur Triboldi, who presided over the shutting down of the organization. There was also an Advisory Committee drawn from the CUNY colleges. Files describe the workings of these entities.

The chief salaried officer of the Institute was its Director. Father Nicholas John Russo, who had been born in Italy but raised in New York and was a priest of the Diocese of Brooklyn and also a sociology professor, served as director from 1979 to his death in 1980. The Board of Directors then appointed Louis Cenci as Director; he served until 1982. The longest-lasting leadership was provided by Juliet Cuttita, Executive Assistant and Director of Planning from 27 August 1979 until shortly after the Institute closed its doors, 10 June 1983. Two other significant persons staffed the Division of Student Affairs. Files provide descriptions of the various jobs, and document the interaction between the workers.

Much of the funding came from the State of New York. Some of it was used for overhead, for payment to the staff, space, utilities, equipment, supplies and publicity. However, much of it was used to contract with consultants who conducted research, a topic covered by the documents in the Sub-Group of records of the Division of Academic Affairs.

**Series A: Board of Directors 1978-1983****Scope and Contents note**

Includes lists of Board members, correspondence by Judge Louis Capozzoli, Chairman of the board of Directors from 1980-1982, Cenci's correspondence with board members, and minutes of board meetings.

**Box****Folder**

## Board General Correspondence

List of Board Members undated	1	11
Board Roster with curriculum vitae undated	1	12
Proposals made by Board Member Allen Mandelbaum to Board of Directors Planning Committee 1980	1	13
Rcords of Board Meetings with Agendas 1979-1980	1	14
<b>Board General Correspondence 1981-1982</b>	<b>Box</b>	<b>Folder</b>
	1	15
Judge Louis J. Capozzoli's Correspondence 1980-1982	1	16
Louis Cenci Correspondence with Arthur Triboldi 1981-1983	1	17
Louis Cenci Correspondence with Joseph A. Casacione 1982	1	18
Minutes of Meetings of the Board of Directors 1 June 1980 - 12 May 1983	1	19
<b>Series B: Advisory Committee undated</b>	<b>Box</b>	<b>Folder</b>
	1	20
<b>Scope and Contents note</b>		
Consisting only a list of CUNY's representatives to the Institute Advisory Committee and the minutes of a meeting held on February 8, 1980.		
<b>Series C: Contracts with New York State 1978-1983</b>		
<b>Scope and Contents note</b>		

## Letters Sent 1

Contains files on contracts and agreements made between New York State and the Institute, from 1979-1983, providing funds on a contractual basis for the Institute in the amount of \$500,000. Included is correspondence with the New York State Education Department, intra-office memorandums between Cenci and the staff related to the Institute's funding, and photocopies of vouchers and checks sent to the Institute by New York State.

	<b>Box</b>	<b>Folder</b>
Contract between the People of the State of New York and the Italian-American Institute 13 September 1979 - 1 August 1980	2	21
Contract No. 175642, between the People of the State of New York and the Italian-American Institute 1 April 1981 - 31 March 1982	2	22
Amendment No. 1 to Contract No. 175642 17 July 1981 - 30 June 1982	2	23
Amendment No. 2 to Contract No. 175642 1 April 1981 - 30 June 1983	2	24
Amendment No. 3 to Contract No. 175642, with Correspondence between Louis Cenci and the State Education Department 1 July 1983 - 15 August 1983	2	25
<b>Letters Sent 1 1980-1981</b>	<b>Box</b> 2	<b>Folder</b> 26
Letters Sent 2 1982	2	27
<b>Letters Sent 3 1983</b>	<b>Box</b> 2	<b>Folder</b> 28
Letters Received 1 1981	2	29
<b>Letters Received 2 1982</b>	<b>Box</b> 2	<b>Folder</b> 30

## Inter-office Memorandum from Louis Cenci to the institute's Staff

Letters Received 3 1983	2	31
<b>Inter-office Memorandum from Louis Cenci to the institute's Staff 1981-1983</b>	<b>Bin</b> 2	<b>Folder</b> 32
	<b>Box</b>	<b>Folder</b>
photocopies and State Aid Vouchers and Checks Sent to the Institute 1982-1983	2	33
Grant Expiration, Budget Modifications, Roster of Salaries Paid 1980	2	34
New York State Department of Education Bureau of Grants On-Site Visit Program 5 December 1979	2	35
New York State Department of Education Evaluation of the Institute 1979	2	36
<b>Series D: Office Administration 1978-1983</b>		
<b>Scope and Contents note</b>		
Consists of printed material on job descriptions, resumes, and personal records. Included are the curriculum vitae and inter-office memoranda of Nicholas Russo, Louis Cenci, Juliet Cuttita and Joseph Calise. Also included are personal procedure handbooks and circulars dealing with the administrative policy of the Institute.		
	<b>Box</b>	<b>Folder</b>
Job Descriptions undated	2	37
Resumes from Job Applicants undated	2	38

**Louis Cenci, Executive Director, Curriculum Vitae and Correspondence, incl...**

Resumes from Staff, including Father Nicholas J. Russo undated	2	39
Personnel Records Undated	2	40
Lists of Office Personnel 1981-1983	2	41
Rev. Nicholas J. Russo, executive Dorector, Memoranda 1979-1980	2	42
<b>Louis Cenci, Executive Director, Curriculum Vitae and Correspondence, including Judge Capozzoli's notice of election 1981-1983</b>	<b>Box</b> 2	<b>Folder</b> 43
Louis Cenci, Executive Director, Articles By 1981-1982	2	44
Juliet Cuttita, Executive Assistant and Director of Planning 27 August 1979 - 10 June 1983	2	45
Joseph Calise, Office Administrator 1981-1983	2	46
Personnel Procedure Handbooks 1981-1983	3	47
<b>Inter-Office Memorandae from Louis Cenci to the Staff 1981-1983</b>	<b>Box</b> 3	<b>Folder</b> 48
Louis Cenci, Circulars Regarding Administrative Policy 1981	3	49
<b>Series E: Correspondence with Individuals 1978-1983</b>		
<b>Scope and Contents note</b>		

**Amendola, Pasquale**

These files consist primarily of correspondence. They also contain clippings, reports, brochures, and biographical materials. At the end there is a file with letters from state legislators to Russo, as well as Cenci's miscellaneous correspondence.

	<b>Box</b>	<b>Folder</b>
Alielo, Dr. Stephen 1979-1982	3	50
<b>Amendola, Pasquale 1982-1983</b>	<b>Box</b> 3	<b>Folder</b> 51
<b>Cabral, Dennis 1981-1983</b>	<b>Box</b> 3	<b>Folder</b> 52
<b>Calandra, Senator John D. 1979-1983</b>	<b>Box</b> 3	<b>Folder</b> 53
Cohen, Dr. Saul B., including material from Cohen's Assistant Rosemary Stigliano 1981-1983	3	54
Corbie, Dr. Leo 1982	3	55
Cuomo, Governor Mario 1980-1983	3	56
Garber, Charles 1979-1980	3	57
Gazzara, Senator Anthony 1979-1980	3	58
Gittel, Dr. Marilyn 1980	3	59
<b>Goldstein, Dr. Leon M. 1983</b>	<b>Box</b> 3	<b>Folder</b> 60
<b>Impellizzeri, Dr. Irene 1980</b>	<b>Box</b> 3	<b>Folder</b> 61

## Murphy, Dr. Joseph

Kaufman, Dr. Barry 1982	3	62
Kibbee, Chancellor Robert J. 1979-1980	3	63
Lanham-Giusti, Hedy 1983	3	64
Lief, Dr. Leonard 1982	3	65
Mauro, Nic, regarding discrimination at Kingsborough College 1983	3	66
<b>Murphy, Dr. Joseph 1982-1983</b>	<b>Box</b> 3	<b>Folder</b> 67
<b>Sirey Rietto, Dr. Dilean 1982</b>	<b>Box</b> 3	<b>Folder</b> 68
Van Ryn, Mike 1979	3	69
Viscusi, Robert, including Letter Addressed to Luigi Barzini 1982	3	70
Weinberg, Judith 1980	3	71
Nicholas J. Russo, Letters Received from New York State Legislators 1980	3	72
Louis Cenci, Correspondence with Legislators in Albany, New York City, and Washington 1981-1983	3	73
Louis Cenci Miscellaneous Correspondence Received 1981-1983	3	74

**Series F: Minutes**

Louis Cenci Miscellaneous Correspondence Sent 1981-1983	3	75
---	---	----

**Series F: Minutes 1978-1983****Scope and Contents note**

Included are the minutes of the Institute's staff meetings held from September 15, 1981 to May 23, 1983; and the minutes of two meetings of the planning committee.

	<b>Box</b>	<b>Folder</b>
Staff Meetings Agendas and Minutes 15 September 1981 - 23 May 1983	4	76
Planning Committee, Two Meetings 22 October 1981 - 5 October 1982	4	77

**Series G: Finance 1978-1983****Scope and Contents note**

Includes material on the budget committee budgets for the years 1979-1983, financial statements from 1979-1982 and miscellaneous insurance policies. Also included are files on wage reports, tax statements, and New York State and Federal Tax payments. There is a large run of check requests forms from 1979-1983, invoices and vouchers paid. Finally, in the oversize material there are wage and tax registers and pay-roll worksheets.

	<b>Box</b>	<b>Folder</b>
Budget Committee Members, Notices of Meetings, and Correspondence 1981-1982	4	78

## Rudget 1

Budget Reports and Budget Proposals Submitted by the Institute to the Budget Committee 1982-1983	4	79
<b>Rudget 1 1979</b>	<b>Box</b> 4	<b>Folder</b> 80
Budget 2 1980	4	81
Budget 3 1981	4	82
Budget 4 1982	4	83
Budget 5 1983	4	84
Financial Statement 1 1979 October	4	85
Financial Statement 2 31 January 1980	4	86
Financial Statement 3 30 April 1980	4	87
Financial Statement 4 31 July 1980	4	88
Financial Statement 5 31 January 1982	4	89
Financial Statement 6 30 April 1982	4	90
Financial Statement 7 30 June 1982	4	91
Financial Statement 8 31 December 1982	4	92

**Wage and Tax Statements**

Correspondence between the Italian-American Institute and Bachman, Schwartz & Abramson, C.P.A. 1981-1983	4	93
Insurance 1 1981	5	94
Insurance 2 1982	5	95
Insurance 3 1983	5	96
Wage Reports 1981-1983	5	97
<b>Wage and Tax Statements 1981-1982</b>	<b>Box</b>	<b>Folder</b>
	5	98
Correspondence between the Institute and New York State, New York State tax forms, and records of tax payments made to New York State 1981-1982	5	99
Federal Tax Forms and Copies of Tax Payments 1981-1983	5	100
Tax-Exempt Status Material 1979-1982	5	101
Internal Revenue Service Correspondence and Tax Forms 1979-1983	5	102
Check Nos. 1001-1050 undated	5	103
Check Nos. 1051-1068, 1083-1085 undated	5	104
Check Nos. 1100-1150 undated	5	105

**Wage and Tax Statements**

---

Check Nos. 1157-1199 undated	5	106
Check Nos. 1200-1250 undated	6	107
Check Nos. 1251-1300 undated	6	108
Check Nos. 1301-1350 undated	6	109
Check Nos. 1351-1400 undated	6	110
Check Nos. 1401-1450 undated	6	111
Check Nos. 1451-1500 undated	6	112
Check Nos. 1501-1550 undated	6	113
Check Nos. 1551-1559 undated	7	114
Check Nos. 1600-1649 undated	7	115
Check Nos. 1650-1699 undated	7	116
Check Nos. 1700-1749 undated	7	117
Check Nos. 1750-1799 undated	7	118
Check Nos. 1800-1820 undated	7	119

**Check Nos. 2060-2095**

Check Nos. 1822-1948 undated	8	120
Check Nos. 1849-1871 undated	8	121
Check Nos. 1874-1892	8	122
Check Nos. 1893-1897 undated	8	123
Check Nos. 1898-1913 undated	8	124
Check Nos. 1914-1946 undated	8	125
Check Nos. 1947-1968 undated	8	126
Check Nos. 1976-1999 undated	8	127
check Nos. 2000-2031 undated	8	128
Check Nos. 2032-2059 undated	9	129
<b>Check Nos. 2060-2095 undated</b>	<b>Box</b> 9	<b>Folder</b> 130
Check Nos. 2088-2130 undated	9	131
Check Nos. 2131-2160 undated	9	132
Invoices Paid 1 1979 October	9	133

**Series H: Progress Reports**

Invoices Paid 2 1979 November	9	134
Invoices Paid 3 1979 December	9	135
Invoices Paid 4 1980 January	9	136
Expense Vouchers 1 1979 October-December	9	137
Expense Vouchers 2 1979 January-March	9	138
Oversize Wages and Tax Register 1982	10	139
Oversize Payroll Work Sheet 1 1982-1983	10	140
Oversize Payroll Work Sheet 2 1983	10	141
Oversize Payroll Register 1982-1983	10	142
Oversize Management Payroll Summary 1982-1983	10	143

**Series H: Progress Reports 1978-1983****Scope and Contents note**

Included are nine reports, published intermittently through the years, giving account of the Institute's total activities.

**Box**                      **Folder**

**Progress Report 8**

Progress Report 1 11 September 1979	11	144
Progress Report 2 26 October 1979	11	145
Progress Report 3 23 January 1980	11	146
Progress Report 4 undated	11	147
Progress Report 5 30 September 1981	11	148
Progress Report 6 7 January 1982	11	149
Progress Report 7 September 1981 - Jaun 1982	11	150
<b>Progress Report 8 1 July 1982 - 30 June 1983</b>	<b>Box</b>	<b>Folder</b>
	11	151
Interim Report to State Education Department 24 November 1981	11	152
Cover Letters for Mailing Progress Reports to Italian-American Legislators undated	11	153
Louis Cenci Thank Yous for Reports 1982	11	154
Correspondence and memoranda concerning the preparation of the Annual Report 1982	11	155
<b>Series I: Search Committee for a New City University of New York (CUNY) Chancellor 1982</b>		

**Series J: Miscellaneous Records****Scope and Contents note**

This small file contains correspondence, list of members, and a report of the Ad Hoc Committee of Italian-Americans organized by the Institute to help the Search Committee choose a chancellor.

	<b>Box</b>	<b>Folder</b>
Ad Hoc Committee of National and Local Italian-American Organizations Membership List and Correspondence 1982	11	156
Ad Hoc Committee of National and Local Italian-American Organizations Report of City University of New York (CUNY) Search Committee undated	11	157

**Series J: Miscellaneous Records 1978-1983****Scope and Contents note**

Consists of reports to the Institute on conferences given by other institutions; an inventory of the furniture and library owned by the Institute, lists of Italian-American legislators, and Italian-American parishes in New York City.

	<b>Box</b>	<b>Folder</b>
Master Mailing List undated	11	158
List of Italian-American Parishes in New York City undated	11	159
Photocopies of Clippings undated	11	160
List of Italian-American Legislators and Other Government Officials undated	11	161

**Sub-Group III: Division of Academic Affairs**

Press Releases 1979	11	162
Report on Field Trips and Conferences 1979-1980	11	163
Dr. Gabriel Marruzzo, "The Ameircan Image in Italy, the Italian Image in the United States," Columbia University, New York City 1980	11	164
Inventory of Furniture, Audiovisual Aids, Library, Texts and Material Related to Counseling Held by the Institute undated	11	165

**Sub-Group III: Division of Academic Affairs 1978-1983****Scope and Contents note**

The Italian-American Institute to Foster Higher Education carried out its mission to attract and retain Italian-American New Yorkers of college age at CUNY in part by researching the issues in its field. Funds received from New York State were set aside to contract with consultants to conduct research into the Italian-American student experience at CUNY, and also to conduct research on Italian Americans in the professions in the Greater New York Metropolitan Area, providing data that could be used to counsel Italian-American students as to viable careers. Files in this Sub-Group document the workings of this system. They identify both the personnel at the Institute who managed the system and the consultants who wrote the reports the subjects studied, the methodologies used, and the conclusions reached. Several of the consultants, such as Dr. Jerome Krase and Professor Rocco Caporale, emerged as significant scholars of New York City Italian-American life. The Sub-Group also documents the way the Institute carried out its mission to disseminate as well as as collect information, with its file on the Institute's College Lecture Programs.

**Series A: Personnel 1978-1983****Scope and Contents note**

**Series B: Consultant's Contracts**

Contains files on Ida Corvino Miletich and Pasquale Perretta, Directors of Academic Affairs, Lawrence Castiglione, consultant, and Edward Manzitti, the Institute's research director.

	<b>Box</b>	<b>Folder</b>
Ida Corvino Miletich, Director 1979-1980	11	166
Pasquale Perretta, Director 1981-1982	11	167
Cenci-Perretta Memorandae 1981-1982	11	168
Miscellaneous Printed Material 1981-1982	11	169
Dr. Edward T. Manzitti, Research Assistant 1981-1983	11	170
Applications for Employment undated	12	171
Dr. Lawrence V. Castiglione, Consultant undated	12	172

**Series B: Consultant's Contracts 1978-1983****Scope and Contents note**

The Institute employed consultants to prepare studies on specific questions pertaining to Italian-American students and Italian-Americans in general. The file consists of correspondence between the Institute and consultants, agreements with the title of the project, and copies of the report.

	<b>Box</b>	<b>Folder</b>
Copies of Forms Used for Consultant's Contracats undated	12	173

## Series B: Consultant's Contracts

Six Consultant's Contracts undated	12	174
Correspondence and Contract between the Institute and Jerome Krase Regarding "The Visual History of Italians-Americans" and "Italian-American College Students Revisited" 1982	12	175
Correspondence between Louis Cenci and Jerome Krase regarding Research into the Problems of Italians Immigrants in the United States 1982	12	176
Jerome Krase, "Italian-American Student Resarch," handwritten and typed copies 1980	12	177
Professor Vincent J. Fuccillo and Dr. Jerome Krase, "Italian-Americans and College Life: A Survey of Student Experiences at Brooklyn College" 1975	12	178
Contracats between the Institute, Jerome Krase and Rocco Caporale regarding History of Italian-Americans 1982-1983	12	179
Interdisciplinary Multivolume Publication Titled History of Italian Americans: Proposal, Final Report on Feasability Study, Progress Report and Interim Report 1982-1983	12	180
Correspondence between the Institute, Professor Rocco Caporale and Dr. Jerome Krase 1982-1983	12	181
Curriculum Vitae of Professor Rocco Caporale and Dr. Jerome Krase 1982-1983	12	182

## Agreement between the Institute and Dr. Rosanna Martorella regarding Italia...

<b>Agreement between the Institute and Dr. Rosanna Martorella regarding Italian Americans and the Medical Profession 29 March 1983</b>	<b>Box</b> 12	<b>Folder</b> 183
Dr. Rosanna Martorella, Italian Americans and the Medical Profession, Correspondence 1 1982-1983	12	184
Dr. Rosanna Martorella, Italian Americans and the Medical Profession, Correspondence 2 1982-1983	12	185
Dr. Rosanna Martorella, Italian Americans and the Medical Profession, Progress Report 1982-1983	12	186
Dr. Rosanna Martorella, Italian Americans and the Medical Profession, Preliminary Summary 1982-1983	12	187
Dr. Rosanna Martorella, Italian Americans and the Medical Profession, Report, three copies 1982-1983	12	188
Dr. Rosanna Martorella, Italian Americans and the Medical Profession, articles by Richard Alba forwarded to Louis Cenci: Organized Crime and American Life, Patterns of Interfaith Marriage Among American Catholics; Social Assimilation Among American Catholic Groups, and Ethnicity in the American Elite 1982-1983	12	189
Dr. Lawrence V. Casatiglione, A Demographic Study of Italian-American College Students Attending City University of New York, Correspondence 1982-1983	12	190

## Agreement between the Institute and Dr. Rosanna Martorella regarding Italia...

Dr. Lawrence V. Castiglione, A Demographic Study of Italian-American College Students Attending City University of New York, Interim Report 1982-1983	12	191
Dr. Lawrence V. Castiglione, A Demographic Study of Italian-American College Students Attending City University of New York, Summary Report 1982-1983	12	192
Dr. Lawrence V. Castiglione, A Demographic Study of Italian-American College Students Attending City University of New York, Report, three copies 1982-1983	12	193
Dr. Aaron S. Carton, History Textbook Review for Grades K-12, the Italian-American Experience, Consultant Agreement 1982-1983	12	194
Dr. Aaron S. Carton, History Textbooks Review for Grades K-12, Italian-American Experience, Correspondence between the Institute and Dr. Carton 1982-1983	13	195
Dr. Aaron S. Carton, History Textbooks Review for Grades K-12, Italian-American Experience, Correspondence between the Institute and the Commission for Social Justice of the Order of Sons of Italy in America regarding treatment of Italian Americans in U.S. history texts 1982-1983	13	196
Dr. Aaron S. Carton, History Textbooks Review for Grades K-12, Italian-American Experience, List and Correspondence with Educators regarding Reviewing Dr. Carton's Proposal for a Textbook 1982-1983	13	197
Dr. Aaron S. Carton, History Textbooks Review for Grades K-12, Italian American Experience, Miscellaneous Correspondence 1982-1983	13	198

**Agreement between the Institute and Dr. Rosanna Martorella regarding Italia...**


---

Dr. Aaron S. Carton, History Textbooks Review for Grades K-12, Italian-American Experience, Proposal for Content Analysis of Major Social Studies and History Textbooks from Grades K-12, Revised Proposal, Progress Report, and Second Progress Report 1982-1983	13	199
Dr. Henry Grayson, National Institute for the Psychotherapies, Ethnotherapy for Italian Americans, Agreement between the Institute and Dr. Grayson undated	13	200
Dr. Henry Grayson, National Institute for the Psychotherapies, Ethnotherapy for Italian Americans, Correspondence 1982-1983	13	201
Dr. Henry Grayson, National Institute for the Psychotherapies, Ethnotherapy for Italian Americans, Proposal, Dissertation Proposal, First Progress Report, Second Progress Report, Staff Curriculum Vitae, and Proposed Press Release undated	13	202
Dr. Henry Grayson, National Institute for the Psychotherapies, Ethnotherapy for Italian Americans, Questionnaire Administered to Study Participants undated	13	203
Dr. Robert Viscusi, Italian International Studies, Agreement between the Institute and Dr. Viscusi 1982	13	204
Dr. Robert Viscusi, Italian International Studies, Correspondence 1982	13	205
Feasibility Study Report on Italian International Studies: A Proposal for an Interdisciplinary Program at Brooklyn College undated	13	206

**Series C: College Lecture Program****Series C: College Lecture Program 1978-1983****Scope and Contents note**

The Institute sponsored a program at several colleges in New York City with lectures on Italian American studies. Included in the Institute's forms filled out by the speakers, the name of the college, and the title of the lecture.

	<b>Box</b>	<b>Folder</b>
Lehman College 1982-1983	13	207
Queens College 1982-1983	13	208
Kingsborough College 1982-1983	13	209
Hunter College 1982-1983	13	210
Brooklyn College 1982-1983	13	211
Bernard Baruch College 1982-1983	13	212
John Jay College 1982-1983	13	213
New York University 1982-1983	13	214
The Graduate Center 1982-1983	13	215
Curriculum Vitae of Lecture Applicants 1982-1983	13	216

**Series D: Miscellaneous Records**

inter-Office Memoranda 1982-1983	13	217
<b>Series D: Miscellaneous Records 1980-1982</b>		
<b>Scope and Contents note</b>		
Contains a variety of material including the Demographic and Attitude Questionnaire of Italian-American students and two reports; one of the Italian Universities and the other on Research on Ancestral Groups among Italian Graduates of CUNY in 1981. There is also correspondence between Cenci and the Commission on Social Justice, Sons of Italy.		
	<b>Box</b>	<b>Folder</b>
Report on Italian Universities by the International Council on the Future of the University undated	14	218
Edward Manzitti, Resarch on Ancestral Groups Among the CUNY Studies of June 1981, papr presented at a conference on Italian-American Experience in Education, Staten Island, New York 30 April 1983	14	219
Letters and Memroandum regarding Master of Arts Program in Italian at Queens College 1982	14	220
Correspondence between Cenci and the Commission for Social Justice, Sons of Italy, related to co-sponsoring a booklet "Action for Responsible Television" and symposia undated	14	221

**Series E: Progress Reports 1979-1982****Scope and Contents note**

**Sub-Group IV: Division of Student Affairs**

Contains the weekly reports by Ida Corvino Miletich and Gabriel Maruzzo.

	<b>Box</b>	<b>Folder</b>
Weekly Progress Reports by Gabriel maruzzo and Ida Corvino Miletich 1979-1980	14	222
Bi-Weekly Progress Reports by Pasquale Perretta 1981-1982	14	223

**Sub-Group IV: Division of Student Affairs 1978-1983****Scope and Contents note**

The records of the Institute's Division of Student Affairs identify other key persons in New York City's Italian-American community: Anita Ferdenzi, who was one of the Institute's early advocates and who worked in this office, and Joseph V. Scelsa, who served as Director of Counseling from 1979 to 1983 and then became Director of the John D. Calandra Institute in 1984. The records do not contain any case files regarding individuals counseled. Rather, it documents outreach efforts to locate populations to serve, and also contact made with faculty with concerns, mostly via correspondence.

**Series A: Personnel 1978-1983****Scope and Contents note**

Contains several files on Anita Ferdenzi, Director of Student Affairs from 1979-1983 and Joseph Scelsa, Director of Counseling. The files on Ferdenzi includes memorandums with Russo and Cenci, and printer material related to the various activities of this division.

	<b>Box</b>	<b>Folder</b>
Antia Ferdenzi 1 1979-1983	14	224

**Series B: Counselors**

Anita Ferdenzi 2 1979-1983	14	225
Anita Ferdenzi 3 1979-1983	14	226
Anita Ferdenzi 4 1979-1983	14	227
Joseph V. Scelsa, Director of Counseling, Inter-office Memorandabetween Scelsa and Father Nicholas J. Russo and Correspondence with L. G. Hall of te Hall Occupational Inventory, which the institute Contemplated Administering to Italian-American Students at CUNY 1979-1980	14	228
Joseph V. Scelsa, Director of Counseling, Memorandum to Father Nicholas J. Russo, and Questionnaire and Survey of Italian-American Students 1979-1980	14	229
<b>Series B: Counselors 1978-1983</b>	<b>Box</b> 14	<b>Folder</b> 230-243
<b>Scope and Contents note</b>		
Includes curriculum vitae, and the reports of several counselors and their encounters with high school students.		
<b>Series C: New York City Board of Education 1981-1983</b>		
<b>Scope and Contents note</b>		
Consists of correspondence between Cenci and members of the Board of Education, High Schools' Superintendents and High Schools' principals. Included is material related to claims of discrimination at Lehman High School against teachers and students of Italian heritage.		
	<b>Box</b>	<b>Folder</b>

## Louis Cenci Correspondence with Louis Benza Administrative Assistant to Co...

Louis Cenci Memoranda from Counselors undated	14	244
Louis Cenci Correspondence with Members of the Board of Education, and Edward T. Manzitti, "The Influence of School, Sex, and Age Upon Drop-out Rate Among Italian-American High School Students" 1981-1983	14	245
Louis Cenci Correspondence with Chancellor of Schools Frank Macchiarola 1982	14	246
Louis Cenci Correspondence with High School Superintendents 1982-1983	14	247
Louis Cenci Correspondence with Principal of Canarsie High School 1981-1982	14	248
<b>Louis Cenci Correspondence with Louis Benza Administrative Assistant to Congressman Mario Biagi regarding claims of anti-Italian discrimination at Lehman High School 1981-1982</b>	<b>Box</b> 14	<b>Folder</b> 249
Louis Cenci Correspondence with Faculty of New Dorp High School 1981-1982	14	250
Louis Cenci Correspondence with New York City High School Principals undated	14	251

**Series D: Education Conferences 1980****Scope and Contents note**

**Series E: Reports and Lists**

Contains material on the Conference, "Italian-America and the University Community," the Institute, sponsored on March 7, 1980 at Queens College, and the Science Forum for high school students, held on April 30, 1983 at Wagner College, Staten Island, New York.

	<b>Box</b>	<b>Folder</b>
Science Forum for High School Students, Wagner College, Staten Island 7 March 1980	14	252
Italian-American Expo 80: The Education, The Student, The Citizen, Queens College 7 March 1980	14	253

**Series E: Reports and Lists 1978-1983****Scope and Contents note**

Contains a report related to a questionnaire on Italian-Americans by Dr. Lawrence Castiglione, Manzitti's 1982 annual report; lists of professors of Italian language at CUNY, list of colleges offering Italian in New York City, and other miscellaneous material.

	<b>Box</b>	<b>Folder</b>
Dr. Lawrence Castiglione Report regarding Italian-American Students at the City University of New York 1982	15	254
Dr. Edward T. Manzitti Annual Report 1982	15	255
Lists, Professors of Italian Language at City University of New York, New York State Colleges Offering Italian, City University of New York Italian-American Student Leaders 1979	15	256

**Series F: Bi-Weekly Progress Reports**

Visits to the Chancellor of CUNY, the President of New York City Board of Education and twelve colleges by Russo and other members of the Institute 1979-1980	15	257
---	----	-----

**Series F: Bi-Weekly Progress Reports 1978-1983****Box****Folder**

15

258

**Scope and Contents note**

These reports were submitted by Ferdenzi, Cuttita, Scelsa, and Cipollina.

**Sub-Group V: Division of Community Affairs 1978-1983****Scope and Contents note**

The Division of Community Affairs was the entity through which the Institute reached out beyond CUNY's walls to other schools or organizations with which it might collaborate on issues of mutual concern. The Division sponsored three major conferences during its existence: on Italian-American women, on "The Italian-American Agenda for the 80s" and on Italian Americans in education. The Division of Community Affairs became one of the ways through which CUNY carried out its role as a contributor to the larger intellectual life of New York City.

**Series A: Personnel 1979-1982****Scope and Contents note**

Contains files on Anthony Predatella, Natale Cipollina, Catherina Ruocco, and Robert Barone. Included with the files are personal data and memoranda with Russo and Cenci.

**Box****Folder**

15

259

Dr. R. Anthony Predatella, Director 1979-1980

**Series B: Conferences Sponsored by the Institute**

Natale Cipollina, Director 1980	15	260
---------------------------------	----	-----

Catherina Ruocco, Director, Personal Data 1981-1982	15	261
---	----	-----

Catherina Ruocco, Director, Memoranda between Ruocco and Louis Cenci 1981-1982	15	262
--	----	-----

Robert Barone, Administrative Assistant 1981	15	263
--	----	-----

**Series B: Conferences Sponsored by the Institute 1982-1983****Scope and Contents note**

Includes the records on the following conferences: "The Italian-American Women" on April 17, 1982; "The Italian-American Agenda for the 80s" on May 1, 1982; "The Italian-American Experience in Education" on April 30, 1983.

	<b>Box</b>	<b>Folder</b>
Conference on Italian-American Women, Louis Cenci, Memoranda between the Institute's Staff 17 April 1982	15	264
Conference on Italian-American Women, Louis Cenci Correspondence with Conference Participants 17 April 1982	15	265
Conference on Italian-American Women List of Attendees 17 April 1982	15	266
Conference on Italian-American Women Schedule 17 April 1982	15	267

## Series B: Conferences Sponsored by the Institute

Conference on Italian-American Women Breakdown of Costs 17 April 1982	15	268
Conference on Italian-American Women Proceedings 17 April 1982	15	269
The Italian-American Agenda for the 80s Announcements of Schedule, Objectives, and Preliminary Program 1 May 1982	15	270
The Italian-American Agenda for the 80s Lists of Labels with Names and Addresses 1 May 1982	15	271
The Italian-American Agenda for the 80s Program and Brreakdown of the Income from the Conference 1 May 1982	15	272
The Italian-American Agenda for the 80s Louis cenci Correspondence 1 May 1982	15	273
The Italian-American Agenda for the 80s Evaluation by Dr. Edward T. Manzitti 1 May 1982	15	274
The Italian-American Agenda for the 80s Proceedings, 2 copies 1 May 1982	15	275
The Italian-American Agenda for the 80s, 1975 Arden House Conference on Priroities for the Italian-American Community 1 May 1982	15	276
The Italian-American Experience in Education Announcements 1983	15	277

**Series C: Miscellaneous Material Regarding Public Relations**

The Italian-American Experience in Education Louis Cenci Correspondence 1983	15	278
The Italian-American Experience in Education Responses to Invitations 1983	15	279
The Italian-American Experience in Education Program 1983	15	280
The Italian-American Experience in Education Rosanna Martorella, Italian-Americans and the Medical Profession 1983	15	281
The Italian-American Experience in Education Labels and Lists of Attendees 1983	15	282
The Italian-American Experience in Education Records regarding College of Staten Island Facilities Used for Conference 1983	15	283

**Series C: Miscellaneous Material Regarding Public Relations 1981-1983****Scope and Contents note**

Most of the material consists of correspondence between Cenci and Italian-American organizations. Included is correspondence with the Center for Migration Studies, the editor of "Il Giornalino", David Caputo, President of FIAME, and the Order Sons of Italy. Also included is correspondence with the Agnelli Foundation regarding the 1981 exhibition, "Italy: A Country Shaped by Men", presented at Yale University, the national Italian-American Foundation, Americans of Italian Heritage, and other miscellaneous items.

**Box****Folder**

## Lous Cenci Correspondence with Americans of Italian Heritage

Louis Cenci Correspondence with the Center for Migration Studies 1981-1983	16	284
CBS New Special "The Italians," Luigi Barzini, Narrator 1967	16	285
Louis Cenci Correspondence with editor of Il Giornalino, with copies of the magazine 1982-1983	16	286
Louis Cenci Correspondence with Dom A. Caputo, Prresident of Forum of Italian American Educators (FIAME) 1982-1983	16	287
Directory of Italian-American Faculty of the City University of New York and College Students' Financial Aid Digest 1982-1983	16	288
Louis Cenci Correspondence with Order of the Sons of Italy in America, West Hempstead, New York 1981-1983	16	289
Louis Cenci Correspondence with the Agnelli Foundation reagarding "Italy: A Country Shaped by Men," exhibited at Yale University 1981	15	290
<b>Lous Cenci Correspondence with Americans of Italian Heritage 1982</b>	<b>Box</b> 16	<b>Folder</b> 291
Louis Cenci Correspondence with the National Italian-American Foundation (NIAF) 1981	16	292
Italian-American Institute Correspondence with Il Teatro Rinascimento 1982	16	293

**Series D: Newsletter**

Italian Cultural Heritage Week Correspondence, Memoranda, Programs and Preparations 1981-1983	16	294
<b>Series D: Newsletter 1978-1983</b>		
<b>Scope and Contents note</b>		
Contains the complete run of the newsletter the Institute published from November 1979 to June 1982.		
	<b>Box</b>	<b>Folder</b>
Vol. 1, Nos. 1-7 November 1979 - June 1980	16	295
Vol. 2, Nos. 1-7 October 1981 - June 1982	16	296
Vol. 3, Nos. 1-3 November-December 1982 - March-April 1983	16	297
Newsletter Correspondence, Lists , and Miscellaneous Material undated	16	298
<b>Series E: Bi-Weekly Progress Reports 1978-1983</b>	<b>Box</b>	<b>Folder</b>
	16	299
<b>Scope and Contents note</b>		
There reports were submitted by Predatello, Cipollina, and Ruocco to Cenci.		