

Robert M. Myers Archives Society of the Divine Word

**Description Summary**

**Edward J. Norton, SVD Papers:**

An inventory of his papers during his time as a missionary in the Society of the Divine Word. "Societas Verbi Divini," is the Latin for The Society of Divine Word and is referred to as SVD.

**Overview View of the Collection:**

**Creator:**

Norton, Edward J., (1919-2009)

**Title:**

Edward J. Norton, SVD Papers

**Inclusive Dates:**

1912-2000

**Quantity:**

10 linear feet

**Abstract:**

Edward J. Norton, SVD, entered the society's High School Seminary in 1932 and was ordained in 1945 at Techny, Illinois. He began his missionary work in China at the Catholic University of Peking. Throughout his career as an SVD missionary, Father Norton has been known for his motivational in-services for self-improvement as an educator and administrator. The collection includes professional correspondence, in addition to materials that Father Norton had collected and used in his various positions, committee work, boards, and associations in which he was active. There are SVD publications and non-SVD publications along with reports, minutes, bulletins, letters, research, and historical records in regards to the education of SVDs, retention and recruitment for the Society of the Divine Word.

**Repository:**

Robert M. Myers Archives,  
Society of the Divine Word  
1985 Waukegan Road  
Techny, IL 60082  
<http://www.divineword.org/archives.asp>

**Language:**

English & Latin

**Biographical History:**

Father Norton is a man who was devoted to his callings, which were missionary work and education. Throughout his career in the SVD, he was active in the education, recruitment, and retention of future SVDs. Upon his ordination at Techny, Illinois, on August 15, 1945, he led his first mass at Techny, where he would return later in his career as the director of Recruitment, Education, and Formation at the Chicago Province of Society of the Divine Word. His career journey has taken him from China, to the Philippines, from South Africa to Papua New Guinea, to Rome and back to Boston where he taught at Boston College, Washington D.C., and full circle back, to the place of his ordination in Techny, Illinois. Fr. Norton earned his Ph.D. in Education Administration at the University of Chicago. Fr. Norton retired in 2000 in Techny, Illinois. He lived at Techny, until his death on December 31, 2009 at the age of 90.

**Father Edward J. Norton: Timeline**

1919	September 26 (Birth) in Medford, MA St. Clements's Church & Grade School- West Somerville, MA
1932	Entered Society's High School Seminary in Duxbury, MA
1945	St. Mary's Seminary graduation
1945	August 15 Ordained at Techny, IL
1945	August 16 First Mass at Techny, IL
1946	Teaching at Sacred Heart Mission House at Girard, PA
1947	December 26 Catholic University of Peking, China
1948	Expelled by Communists
1949-1953	Philippines (Administrator) at University of San Carlos, Cebu, Philippines (Founded a Catholic girls' High School)
1953-1958	Earned his Ph.D. in Administration of Higher Education, from University of Chicago.
1961-1966	Rector of the Divine World Seminary in Duxbury, MA.
1967-1976	Educational Consultant for the North Central Association of the accreditation of high school and college seminaries in the United States and abroad. He was a Professor of Education at Boston College.
1976-1984	Rector of Divine World College, Washington D.C.
1985-1991	Chicago Province of Society of Divine Word, Director of Recruitment, Education, and Formation at Techny.
1991	Retired
1992-2000	Director Emeritus- Advisor to the Province Director of Recruitment, Education, and Formation at Techny.
2000-2009	Retired at Techny
2009	December 31 Death

### **Scope and Contents of the Collection:**

The Father Edward J. Norton, SVD, collection is made up of his life's work as an educator and missionary in the Society of the Divine Word. Father Norton traveled the world as an SVD educator. Father Norton's papers, reports, correspondence, research, and slide collection represents not just his work, but a good percentage of the education of many SVDs over a period of 98 years. His collection is filled with rich history of the North American SVDs along with SVDs abroad.

### **Biographical and Personal Materials:**

#### **Correspondence-subject Files:**

Related to his positions in the SVD from 1945 to 2000 along with materials relating to educational, SVDs and educational reports long with the different communities, the Apostolates, Secretariat, Generalate, Novitiate, non-SVD organizations like CARA.

#### **Multimedia:**

35mm slides of different communities in the United State and other countries.

#### **Printed Material:**

SVD Publications and Non-SVD Publication.

#### **Writings:**

Re-unification of the Eastern & Northern Province.

[Personal Reflections Edward Norton, SVD] 9/28/1981

### **Arrangement of the Collection:**

This collection is part of a processing and description plan. The collection is currently arranged in temporary boxes according to the original order that they were sent to the archives. Keeping the original order of these materials does not apply in this case due to the manner in which the boxes were packed and sent to the archives. For this reason, it was important to appraise Fr. Edward Norton's papers to remove documents, non-SVD books and journals, and multiple versions of committee reports that cluttered the holdings and hampered access to the important work of his career. Phase one of this collection is almost

complete. Recently boxes have been located that are unprocessed, and the 35mm slides of SVD materials are waiting to be identified and placed in their archival storage boxes.

Phase two of the plan to group the materials according to Fr. Norton's assignments throughout his career, and place them in the archival document boxes, will be done in the next few months.

## **Restrictions:**

### **Access Restrictions:**

SVDs, Scholars and Outside Researchers

### **Use Restrictions:**

Confidential Student Materials & Faculty Salaries under restricted use by the archivist and Provincial only.

## **Relative Material:**

Catholic Educational Administrative Materials-

This collection originally included a considerable number of books and journals. Books and journals that were duplicates of items already held by the archive were discarded or will be offered to other repositories; issues of journals and books that the archive did not have were placed in the collection and cataloged (these are annotated in the removal list for this collection).

There was an extensive 35mm slide collection. SVD images were separated from the personal vacation slides. The personal vacation slides were discarded when no living relative was located. The slide projector and carousels were listed on the CAA listserv and given to another repository.

The Norton collection contains many reports and publications written by other SVDs. Here is a list of additional SVD authors' works found in the collection:

Bergin, George  
Donahue, Joseph F.  
Lennon, Raymond  
Malin, Charles W.  
Nemer, Larry  
Sullivan, Edward M.  
Tuohy, Edward  
Wenrick, Patrick

## **Subject Headings:**

### **Persons:**

Norton, Edward J., --Teacher motivation for in-service self-improvement.

### **Corporate Bodies:**

Board of Education  
Board of Trustees  
Center for Applied Research in the Apostolate (CARA)  
Chicago Theological Union  
Commission on Secondary Education  
Commission on Student Formation  
Conference of Major Superiors of Men (CMSM)  
Divine Word College  
Divine Word Mission Office  
Divine Word Mission Seminary  
Divine Word Seminary  
Divine Word Seminary School of Sacred Theology  
Eastern Province  
Education Commission of the United States  
Generalate  
National Committee on Communications  
North Central Association of Colleges & Secondary Schools (NCA)  
Novitiate  
The Social & Religious Sources of the Crisis in Catholic Schools  
Tolton Institute  
Secretariat of Apostolates  
Southern Province  
Western Province  
Wendelin House

### **Subject Headings:**

Administrations  
Education  
Educators  
Canonical  
Formation  
Missionary  
Recruitment  
Vocation

### **Genres and Forms:**

Books

Bulletins  
Brochures  
Clippings  
Correspondence  
History  
Manuscripts  
Memos  
Minutes  
Newsletters  
Periodicals  
Photographs  
Proceedings  
Reports  
Slides

**Occupation:**

Administrator  
Director  
Educator  
Missionary  
Professor

**Keywords:**

Announcements  
Apostolates  
Assessment  
Board of Education  
Board of Trustees  
Bordentown  
Candidates  
Chicago  
College  
Commission  
Committees  
Correspondence  
Courses  
Confreres  
Curriculum  
Dropout  
East Troy  
Education  
Executive  
Epworth  
Evaluations  
Faculty

Formation  
Girard  
Granby  
Handbook  
High School  
Improvements  
Lists  
Miramar  
Math  
Meeting  
Minutes  
Newsletters  
Perrysburg  
Perseverance  
President  
Reports  
Resolutions  
Rosters  
School  
Secondary Education  
Seminaries  
Seminary  
Science  
Scholar in Residence  
Statistical Reports  
Student  
Study  
Summaries  
Theology

**Administrative Information:**

**Preferred Citation:**

Edward J. Norton, SVD

**Provence:**

Administrative Records of the Northern/Chicago Province

**Acquisition Information:**

Official and personal records of assigned positions, which were transferred around 2001 to the Chicago Province Archives, now know as the Robert M. Myers Archives.

## Finding Aid Information:

### Created by:

Merle A. Branner

### Date:

14 December 2009  
8 March 2010 (Updated)

### Processing Information:

Peter Gunther & Merle A. Branner

### Detailed Description of the Records/Container List:

The entire collection has not been completely processed, below are the materials that have been processed so far.

**Note:** Additional information of file content is contained within brackets [ ] under the file headings.

Box	File Heading	Date
T1	NCA Self Study Steering Committee Reports- 2 Folders	11/0/1994
	Self Study Steering Committee Reports Meeting Minutes No. 9–13	09/28/1994 to 12/12/1994
	Epworth- Self-Study # 1	1986-1992
	Epworth- Self-Study # 1 [Correspondence, Meeting, Notes, Misc. 1986, 1988, 1992, & 1993]	1993
	Epworth- Steering Committee [Correspondence, Meeting Minutes, Hand Book Accreditation Work Draft 1993- 1994 & 1993-1994]	1995-1996



T1	Epworth- Report of A Visit to Divine World College for the Commission of Institutions of Higher Learning of the North Central Association of Colleges & Schools	11/11/1995
	Epworth- Divine Word College- Financial Statement	6/30/1996
	Progress Report On Accreditation	2/0/1963
	Faculty Survey Institutional Summary	1995
	Education Bulletin- Vols. XVII & XVIII Nos. 54 & 55	4/0/1982
	Epworth- Self Study Report	1985
	Epworth- Self-Study Report	10/0/1995
	Epworth- Divine Word College- Board of Trustees Meeting	10/4-5/1996
	Epworth- Divine Word College- Board of Trustees Meeting	5/3-4/1996
	Epworth- Divine Word College- Board of Trustees Handbook [64th Meeting of the Board of Trustees Minutes & Individual Responsibilities Brochure- April 1995]	11/0/1996
	Epworth- Divine Word College- Recruitment Program [Region B George Bergin- Six Month Report] 2 Folders	7/1/1985 to 12/31/1985
	Epworth- Divine Word College- Recruitment Program [Region D Pat Wenrick- Six Month Report] 2 Folders	7/1/1985 to 12/31/1985
	Epworth- Divine Word College- Board of Trustees [Note Book of correspondence and minutes] 3 Folders	1989-1993
	Epworth- Divine Word College [Perseverance Records, Charts, List & Rosters of Brothers & Fathers]	1964-1982

T2	Perrysburg- Divine Word Seminary- Self Evaluation Report [North Central Evaluation Committee- General Information]	3/14-16/1977
	Patrimony Materials- 2 Folders	1989
	East Troy- North Central Association of Colleges & Secondary Schools [Evaluation of Divine Word Seminary]	9/24-26/1962
	St. Anselm's - First Tolton Institute Session] 3 Folders	[Brainstorming 2/14/1987
	Third Provincial Chapter of the Chicago Province	2/17-21/1991
	Reunification of the Eastern & Northern Province. [Personal Reflections Edward Norton, S.V.D.]	9/28/1981
	Report to the Generalate of The Society of The Divine Word [Concerning The Accreditation Program of the Society's Preparatory Education System in the United States]	10/1/1958
	Perrysburg- Future Apostolates and Site-use [Report and Submitted to Very Rev. Raymond Lennon, S.V.D., Provincial]	12/26/1986
	Brother Formation Program, United States [Divine Word Missionary Brothers in Temporary Vows- Written: March 1978]	Revised: Summer 1984
	Brother Formation Program, United States [Divine Word Missionary Brothers in Temporary Vows]	March, 1978
	Brothers Program [Correspondence] 2 Folders	1982-1988
	Brothers Program [Wendelin House Proposal]	Fall 1987-1988
	Brothers Program- Brothers College [Correspondence, Training, & Programs]	1964-1966

T2	<p>Associates Program [Correspondence, Financial Report, &amp; Programs] 3 Folders</p> <p>Secretariat of Apostolates [Correspondence, Budget, Policies, &amp; Structure]</p> <p>Recruitment /Secretariat of Education/Formation [Correspondence]</p> <p>Secretariat- Communication &amp; Brochures [National Committee on Communications Report-May 2,1980 &amp; Ethnic Communication Outlet Audited Financial Statements with Additional Information for The Year Ending June 30,1986 ] 1 of 2</p> <p>Secratariate- Communication &amp; Brochures [1958 Apostolate of the Press, World Wide Catholic Press Apostolate Divine Word Missionaries- March 1958 &amp; The Proposal on the Techny Mission Center 1973] 2 of 2</p> <p>Chicago Theological Union- Board of Trustees Hand Book</p> <p>Chludowo-Nysa- Pieniezno- Divine Word Mission Seminary [Education &amp; Formation Programs] 2 copies</p> <p>Perrysburg-Future Apostolate and Site-Use [Report December 26, 1986. Submitted to Rev. Raymond Lennon, SVD]</p> <p>ESC Correspondence</p> <p>Papua New Guinea- Trip</p> <p>Divine Word Institute Madang</p> <p>Twenty Years in Sing Sing 1 &amp; 2 [Needs More Research]</p>	<p>1986-1989</p> <p>1988-1990</p> <p>1985-1987</p> <p>1980-1991</p> <p>1958-1976</p> <p>1981-1990</p> <p>1986</p> <p>1986</p> <p>1967-1972</p> <p>1980-1981</p> <p>1980</p> <p>None</p>
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T2	Index Cards of Assignments [Needs More Research]	None
T3	Annual Statistical Report [SVD Student Body]	1965-1974
	Perseverance Study by Edward M. Sullivan	1/0/1970
	Recruitment & Enrollment Statistics [Post High School Level]	1971-1977
	Guiding Principles for the Education of Students of the SVD American Province [Relocated to SVD Publications in the Archives]	1939
	Conference of European Deans of Study at Rome- 1 of 6	4/14-18/1966
	Joint Meeting of the Epworth-Techny Faculties- 2 of 6	5/30/1966
	Policy Meeting- 3 of 6	6/10/1966
	Executive Committee on Education [Meeting 15 Concuss, New York] 4 of 6	10/27-31/1965
	Executive Committee on Education [Bulletin 12] 5 of 6	7/26/1965
	General Meeting: Commission on Student Formation- 6 of 6	12/28-30/1965
	The Social & Religious Sources of the Crisis in Catholic Schools Vol. II	3/15/1971
	Seminary High School Information [Directions from Prefect's Conference- July 1-2, 1935, June 22-24, 1948, Minutes- June 22-24, 1948, and Minutes & Resolutions- Dec 27-29, 1949]	1935-1949
	St. Augustine, Formation Program SVD of High Schools [Bay St. Louis, Miss.]	Fall 1976

T3	Epworth, OH. A Personnel Survey: Education & Formation Programs in USA, SVD. [By Executive Committee]	1979
	Techny, Devine Word Seminary School of Sacred Theology	1967-1968
	Planning for the Future: [Catholic Theology Schools Formation Houses]	1975-1983
	Girard Correspondence: [Charles Malin]	1956 & 1958
	Report: Evaluation of Formation Program of Divine Word Seminary: [Bordentown, NJ; Bay St. Louis, MS; Perrysburg, OH; East Troy, WI, & St. Mark's, Erie, PA]	1979
	Epworth, Dual Authority: [Fr. Ed Tuohy, Fr. Joseph F. Donahue, Rev. Charles Malin]	1966-1971
	Girard, St. Mark's, Penn. Divine Word Seminary [Seminary high School Perseverance Records] & [Important record of all the students who attended Girard]	1912-1980
	Techny, Manual of Studies [A Handbook of Academic Polices & Procedures for the School of Sacred Theology, Joseph M. Connors]	6/5/1964
	Ratio Studiorum Generalis [Societatis Verbi Divine]	19 Martii 1961
	East Province, High School Catalogue	1942
	Newsletters of Commission on Student Formation- 1 of 2	1964-1969
	Newsletters of Commission on Student Formation- 2 of 2	1964-1969

T4	Bordentown, East Troy, Perrysburg School Year School Year [Textbooks and Calendars]	1970-1983
	St. Mark's & East Troy- School Year [Calendars]	1977-1980
	SVD Schools Calendars & Class Schedules	1972-1983
	SVD School Student Rosters- 1 of 3	1964-1983
	SVD School Student Rosters- 2 of 3	1964-1983
	SVD School Student Rosters- 2 of 3	1964-1983
	SVD Statistical Reports on the SVD Student Body	1948-1980
	SVD Faculty Lists	1975-1983
	SVD Faculty Lists & Reports	1966-1975
	SVD Annual Statistical Reports on SVD Student Body- 1 of 2	1964-1976
	SVD Annual Statistical Reports on SVD Student Body- 2 of 2	1976-1983
	Curriculum Profile & Dual Authority	1969-1975 & 1965-1971
	Study Abroad Program	1969-1970
	CARA Vocation Project (College Phase)	1967-1972
	Faculty Evaluations [M.A.T.S. Survey, Revisions of Philosophy Courses (Thematic), & Student Government]	1968-1974

T5	Minutes of the Board of Education 1-8 [Provincial Administration]	1965-1984
	Minutes of the Board of Education 8-15 [Provincial Administration]	1965-1965
	Minutes of the Board of Education 16-20 [Provincial Administration]	1966-1967
	Minutes of the Board of Education 16-29 [Resolutions & Minutes] 1 of 3	1966-1973
	Minutes of the Board of Education 16-29 [Resolutions & Minutes] 2 of 3	1966-1973
	Minutes of the Board of Education 16-29 [Resolutions & Minutes] 3 of 3	1966-1973
	Minutes of the Board of Education 1-15 [Resolutions & Minutes] 1 of 4	1962-1965
	Minutes of the Board of Education 1-15 [Resolutions & Minutes] 2 of 4	1962-1965
	Minutes of the Board of Education 1-15 [Resolutions & Minutes] 3 of 4	1962-1965
	Minutes of the Board of Education 1-15 [Resolutions & Minutes] 4 of 4	1962-1965
	Board of Education 1-? [Resolutions & Minutes] & [Provincial Administration] 1 of 3	1962-1982
	Board of Education 1-? [Resolutions & Minutes] & [Provincial Administration] 2 of 3	1962-1982
		1962-1982

T5	Education Bulletin Vol. VII - IX, 30-43 [Executive Committee on Education] & [College Profile 1974-1975] 1 of 3	1969-1975
	Education Bulletin Vol. X -Xii, 44-49 [Executive Committee on Education] 2 of 3	1975-1977
	Education Bulletin Vol. XIII - XVIII, 50-55 [Executive Committee on Education] 3 of 3	1979-1982
	Meeting of the Commission on Secondary Education [No. 1-4]	1971-1973
	Education Bulletin Vol. I - III, 1-17 [National Board of Education] 1 of 3	1962-1966
	Education Bulletin Vol. IV, 18 of 24 [National Board of Education] 2 of 3	1967-1968
	Education Bulletin Vol. V- VII, 25 of 29 [National Board of Education] 3 of 3	1968-1969
	Meeting Minutes 21-32 [Executive Committee on Education] & [Candidates Attending CTU list 1969-1981] 1 of 2	1968-1977
	Meeting Minutes 33-41 [Executive Committee on Education] 2 of 2	1978-1981
T6	Board of Education Resolutions No. 1-122 [Meetings 1-8] 1 of 3	1962-1964
	Board of Education Resolutions No. 123-313 [Meetings 9-19] 2 of 3	1964-1967
	Board of Education Resolutions No. 314- End [Meetings 20-28] 3 of 3	1967-1972



T6	Commission Student Formation Minutes- 1 of 3	1956-1969
	Commission Student Formation Minutes- 2 of 3	1969-1975
	Commission Student Formation Minutes- 3 of 3	1976-1981
	Divine Word Seminary [Suggestions for Improvements & Changes: East Troy, Washington, Bordentown, Techny, Divine Word International, SVD Chicago Province, Miramar Retreat Center, & SVD Funds, Inc.] Report	6/30/1988
	Summaries of Curriculum Committees- 1 of 2	1966-1976
	Summaries of Curriculum Committees- 2 of 2	1976-1979
	Perseverance Board [Epworth 1964-1982, Novitiate 1976-1979, & Miramar 1922-1958] 1 of 2	1922-1958
	Perseverance Board [Miramar 1953-1955], [Girard Class lists 1912-1966] & [Black Students 1966-1974] 2 of 2	1912-1974
	Secondary Education Committee Meeting Minutes- 1 of 2	None
	Secondary Education Committee Meeting Minutes- 2 of 2	None
	Henmon Test of Mental Maturity [reports] 1 of 2	1964-1977
	Henmon Test of Mental Maturity [Correspondence] 2 of 2	1973-1976
	Report on The Cooperative Latin Test	1964, 1965, 1967-1969
	Norton Correspondence Director of Education & Formation [East Troy] 1 of 2	1987-1988

T7	Norton Correspondence Director of Education & Formation [Confidential] & [East Troy Financial] 2 of 2	1987-1989
	East Troy, Wis. Perseverance Records [Confidential]	1937-1981
	Riverside, CA. Perseverance Records [Confidential]	1957-1981
	Perrysburg, OH. Perseverance Records [Confidential]	1956-1981
	Follow-up Study of our Graduates & Dropouts [Confidential] 1 of 3	1961-1962
	Follow-up Study of our Graduates & Dropouts [Confidential] 2 of 3	1961-1962
	Follow-up Study of our Graduates & Dropouts [Confidential] 3 of 3	1961-1962
T8	Divine Word Seminary [School of Sacred Theology School Year Calendar]	1966-1967
	Newsletter of Commission of Math & Science	1964-1968
	Survey of the Math & Science Commission Problems	1964
	Report Phase Two on Self-Study	None
	Dropout Study of the Divine Word Seminaries [Rev. Charles W. Malin]	8/15/1961
	A Study of Six SVD High School Seminaries- 1 of 2	9/0/1975
	A Study of Six SVD High School Seminaries- 2 of 2	9/0/1975

T8	Non-SVD Studies on Seminary Dropouts	1948-1972
T9	Announcement CTU President	1987
	Announcement CTU President	1986
	Announcement CTU President	1985
	Announcement CTU Education Sec.	1988-1989
	SVD Scholar in Residence [Larry Nemer]	9/8/1989
	CTU: Scholar in Residence	1985
	CTU: Scholar in Residence	1986