Professor and photographer. Personal correspondence (1904–1940) of Heffner and his wife, much of it from missionaries; printed material (ca. 1920–1940) relating to missionary activities and to the University of Oklahoma; scrapbooks containing newspaper clippings and personal items; and posters publicizing church events.

Boxes 1-7 contain personal correspondence between Heffner and family members, friends, colleagues, and his wife.

**Box 1**
**General Correspondence**
**Folder:**
1. General Correspondence, 1904-1915.
2. General Correspondence, 1916-1917.
3. General Correspondence, 1918.
4. General Correspondence, 1919.
5. General Correspondence, 1920.

**Box 2**
**General Correspondence**
**Folder:**
1. General Correspondence, 1921.
2. General Correspondence, January-July, 1922.
3. General Correspondence, August-October, 1922.
4. General Correspondence, November-December, 1922.

**Box 3**
**General Correspondence**
**Folder:**
1. General Correspondence, January-June, 1923.
2. General Correspondence, July-December, 1923.
3. General Correspondence, 1924.

Box 4 General Correspondence
Folder:
1. General Correspondence, 1925.
2. General Correspondence, January-September, 1926.
3. General Correspondence, October-December, 1926.

Box 5 General Correspondence
Folder:
1. General Correspondence, 1927.
2. General Correspondence, 1928.
3. General Correspondence, 1929.
4. General Correspondence, 1930.

Box 6 General Correspondence
Folder:
1. General Correspondence, January-June, 1931.
2. General Correspondence, July-December, 1931.
3. General Correspondence, 1932.
4. General Correspondence, 1933.

Box 7 General Correspondence
Folder:
1. General Correspondence, 1934-1935.
2. General Correspondence, 1936-1939.
3. General Correspondence, 1940-1942.

4. General Correspondence, 1943-1946.

5. General Correspondence, 1947-1951.

**Box 8**  
**Correspondence By Subject**

Folder:

1. Miscellaneous, no date.

2. Correspondence with the University of Oklahoma, 1919-1926.


4. Correspondence with Westinghouse Electric and Manufacturing Company, 1918-1926.

5. Correspondence with the American Institute of Electrical Engineers, 1919-1924.

6. Correspondence with teaching agencies, 1926.

7. Bible school correspondence, 1922.

8. Correspondence with Cornell and Stetson Universities, 1922-1924.


**Box 9**  
**Business Records**

Folder:


   Records of postcards and photographs on consignment to the Varsity Shop and various other shops.


   Records of postcards and photographs on consignment to the Varsity Shop and various other shops.
   Miscellaneous receipts and records from Heffner's photography business and tutoring school.

4. Miscellaneous receipts, no date
   Miscellaneous receipts and records from Heffner's photography business and tutoring school.

5. Receipt books and monthly statement, 1925-1938.

**Box 10 Religious Materials**

**Folder:**

1. Bible study material, ca. 1918-1923.
2. Church activities, ca. 1920-1921.
3. Church programs from various churches, 1918-1924.
   *The Service*, 1921-1924.
   *The Church Helper*, 1920-1924.
   *The University Baptist*, 1920-1922.
5. Church publications, 1919-1926.
   *The First Baptist*, 1919-1926.

**Box 11**

**Folder:**

2. Cornell University publications, 1924-1939.
3. Cornell University publications, no date.
5. Cornell University sporting event programs, 1922-1926.

Box 12  Printed Materials
Folder:
2. Travel brochures, ca. 1923-1935.

Box 13  Printed Materials
Folder:
1. Westinghouse Electric and Manufacturing Company publications, no date.
   Booklets on motors, circuit breakers, generators, and various other electrical topics, no date.
2. Miscellaneous electrical/engineering publications, no date.

Box 14  Printed Materials
Folder:
3. Westinghouse Electric and Manufacturing Company publications, no date.

Box 15  Printed Material
Folder:
3. Religious books and pamphlets, no date.

**Box 16**  
**Newspaper, Clippings, and Magazines**

**Folder:**
1. Newspaper and Magazine articles, ca. 1920-1922.

**Box 17**  
**Yearbooks and School Documents**

*The 1920 Cornellian* (Cornell University), 1920.

*The Oshihiyi* (Stetson University), 1923-1924.

*Smoke Rings* (Clinton High School), 1917.


**Box 18**  
**Books**

Contains various books on subjects such as astronomy, social sciences, and liberal arts.

**Box 19**  
**Books**

Contains college athletics rule books, and miscellaneous books, 1922-1929.

**Box 20**  
**Scrapbooks**

Contains scrapbooks and postcards, no date.

**Box 21**  
**Miscellaneous**

**Folder:**
1. Blank Forms, no date.
3. Miscellaneous printed material, no date.
   Programs to school events, play, and graduations.
5. Miscellaneous material, no date.