

OPD - A

Revisada: agosto 1950

GOBIERNO DE PUERTO RICO  
UNIVERSIDAD DE PUERTO RICO  
DECANATO DE ADMINISTRACION



SOLICITUD DE PUESTO

MAY 10 3 39 AM 1955

UNIVERSITY OF PUERTO RICO

INSTRUCCIONES: Llene todos los apartados de este formulario a máquina o usando letra de imprenta. Envíe original y copia a la oficina de Personal Docente y Exento, Decanato de Administración.

Con cada solicitud incluya una fotografía (2" x 2") y documentos certificados de su preparación académica y profesional.

1. Fecha de radicación

4 DE MAYO DE 1955

2. Sr. Nombre Apellido Apellido  
Sra. MYRNA CASAS (de soltera) (del esposo)  
Srta. \_\_\_\_\_

3. (A) Dirección (calle y número)  
APTOS. DARLINGTON 207

(B) Ciudad (C) País

SAN JUAN P.R.

4. (A) Apartado de correos (B) Teléfono (oficina) (C) Teléfono (residencia)

DARLINGTON 207 3-1805 3-2633

5. Puesto que solicita:

(A)  Docente (Indique especialización)

(B)  Técnico (indique especialización)

(C)  Administrativo (indique especialización)

6. (A) ¿Ha trabajado anteriormente en la Universidad?

Sí  No

(B) Dé título y fecha

7. Fecha de nacimiento (mes, día, año)

ENERO 2 1934

8. Lugar de nacimiento (ciudad y país)

SANTURCE P.R.

9. Para ciudadanos naturalizados solamente:

(A) Fecha de naturalización (B) Sitio (C) Número

10. (A) Estatura (B) Peso

5 Pies 9 pulgadas 142 libras

11. Defectos físicos

12. Inst. elemental (escuela y fecha de graduación)

Holy ANGELS Acad. Mpls. 1946

13. Instrucción secundaria (escuela y fecha de graduación)

Col. P.R. NINAS - 1950

14. Inst. Universitaria (Incluya documentos oficiales)

Universidad y dirección Título y especialización Fecha de graduación

VASSAR College B.A. 1954.

PoughKEEPSIE N.Y. DRAMA



Fecha en que fué tomada

9 DE MAYO 1955

NO ESCRIBA EN ESTE ESPACIO

(Para uso exclusivo de la Oficina de Personal docente y Exento)

Fecha recibida:

Mayo 10/55

Documentación:

2 solicitudes

2 retratos

2 records Vassar Col.

Referida a: Fecha

1. Dr. Diego P. P. May 30/55

2.

3.

4.

5.

Acción:

1. No hay otro papeo Agosto 3/55

2.

3.

4.

5.



15. Cursos aprobados después del último título académico:

Universidad y dirección

Español 344

Cursos

U. P. R.



16. EXPERIENCIA: Empezando con su puesto actual, nombre y períodos en que no estuvo trabajando. Si nunca ha estado detalle todos los puestos que ha ocupado durante los últimos empleado o está desempleado actualmente, indíquelo en el diez (10) años. Use un apartado para cada caso; explique los espacio correspondiente.

PUESTO ACTUAL

(1) Fechas (mes y año)	Título	Entidad y dirección	Sueldo (mensual, anual)
De: 1954 Julio A: 1955 Mayo	AYUDANTE DE ANIMACIÓN	DIV EDUCACIÓN DE LA COMUNIDAD - SAN JUAN	\$ 120.00

Descripción del trabajo:

DIBUJANTE EN ANIMACIÓN DE CINEMA  
DISEÑADORA DE DOS CARTELONES, ACTRIZ  
EN UNA PELÍCULA SOBRE LOIZA AÍDEA (LAS  
FIESTAS DE LOIZA)

(2) Fechas (mes y año)	Título	Entidad y dirección	Sueldo (mensual, anual)
De: A:			

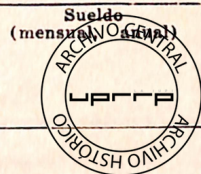
Descripción del trabajo:

(3) Fechas (mes y año)	Título	Entidad y dirección	Sueldo (mensual, anual)
De: A:			

Descripción del trabajo:



16. Continuación. (Si necesita más espacio puede usar el reverso de la página 3)



(4) Fechas (mes y año)	Título	Entidad y dirección	Sueldo (mensual)
De: A:			

Descripción del trabajo:

17. Si ha viajado o residido en países extranjeros indique:

(A) Nombre del país	(B) Fechas Desde	Hasta	(C) Razones (educación, trabajo, placer)
ESTADOS UNIDOS	1942, 43, 44, 46, 50, 52-54		EDUCACIÓN
CANADA, MEXICO, CUBA	JUNIO 1948	Agosto 1948	PLACER
FRANCIA ESPAÑA	2 DE	19 DE	EDUCACIÓN Y PLACER
ITALIA SUIZA	JUNIO 1952	julio 1952	(VIJJE A EUROPA DE U. P. R.)
HOLANDA			

18. Organizaciones profesionales a que pertenece

ATENEOS PUERTORRIQUEÑO  
LITTLE THEATRE OF P. R.

19. Publicaciones (dé en cada caso la información bibliográfica completa)

20. Trabajos de Investigación (dé tema, forma y objetivo)

21. REFERENCIAS: Nombre a tres personas que tengan conocimiento de sus cualificaciones para el puesto que solicita:

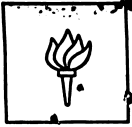
Nombre completo	Dirección (calle, núm., ciudad)	Ocupación
1. MARY V. HEINLEIN	VASSAR COLLEGE - PoughKEEPSIE NY	DIRECTORA DEPTO. DRAMA
2. DR. JOSÉ PADIÑ	AVE. UNIVERSIDAD - R. P.	MIEMBRO - CONSEJO SUPERIOR
3. LCDA. NILITA VIENTOS GASTÓN	CALLE CORDERO 55 - SANTURCE	PROCURADOR GENERAL AUXILIAR

Antes de firmar esta solicitud cerciórese de que ha llenado todos los apartados correctamente.

Firma del solicitante

*Mylene Casas*  
Firme su nombre en tinta (nombre, iniciales, apellido de soltera, apellido del esposo.)





# NEW YORK UNIVERSITY

304 MAIN BUILDING  
WASHINGTON SQUARE, NEW YORK, N.Y. 10003  
AREA 212 598-3573

Office of the Registrar



November 28, 1973

Mr. Luis Hernandez Velez  
Director de Personal  
University of Puerto Rico  
Rio Piedras Campus  
Rio Piedras, Puerto Rico 00931

To Whom It May Concern:

*ojo* *←* This is to certify that Myrna Casas has completed all requirements for the Doctor of Philosophy degree and will be recommended to the University Board of Trustees for conferment of the degree through our School of Education on February 25, 1973.

Very truly yours,

*M.A. LeCount*  
Millicent A. LeCount  
Associate Registrar

*Millicent  
ALC*



*Prof. Est. 1949-69*

OPD-7  
6-61  
Revised

UNIVERSITY OF PUERTO RICO  
OFFICE OF THE DEAN OF ADMINISTRATION  
ACADEMIC PERSONNEL



REPORT ON ACADEMIC PERSONNEL ON LEAVE OF ABSENCE DOING  
GRADUATE WORK

PLEASE TYPE

*Lowell S. Swartzell*  
Lowell S. Swartzell

1. Name of Adviser and Signature  
Associate Professor of Educational Theatre

2. Title  
Program in Educational Theatre, Main 701  
School of Education  
New York University  
New York City, N.Y. 10003

August 11, 1969  
3. Date

Myrna Casas  
4. Name of Student

Educational Theatre  
5. Subject of Major interest  
Ph.D.

6. Candidate for the degree of  
Division of English Education,  
Speech, and Educational Theatre

7. Department or Graduate Division  
School of Education  
New York University  
8. University or College

Information about courses:

9. Courses taken in previous terms or semesters and credited for degree.

<u>College or University</u>	<u>Date</u>	<u>Title</u>	<u>Credits</u>	<u>Grade</u>
Historical Research	68-69		3	B
Experiences in Criticism and Literature	68-69		3	B
Theatre of Today & Tom.	68-69		2	A
Farce & Comedy	68-69		6	First Term: B Second term: A
Hist of Amer Ed & Culture	68-69		3	B
Dissertation Proposal Sem	68-69		3	Inc.
Methods and Material Research	68-69		3	B
Adv Playwriting	68-69		3	B
Ed as a Social Control	68-69		3	B
American Drama	Summer 69		3	A









13. Essay, Thesis or dissertation:

Subject Theatrical Production in Puerto Rico in the 18th Century

Progress (Please state how far advanced student is in this work, possible date of completion of thesis, or any information which might be useful in determining date of graduation)

Miss Casas has completed her outline for this study. The outline is now being reviewed by her doctoral committee. There is every reason to believe that it will be accepted. Meanwhile, she is performing research for this dissertation now that she has returned to San Juan.

14. Adviser's evaluation of candidate's work as a graduate student.

Miss Casas is a well-trained theatre student and teacher, with great experience in all levels of educational theatre, as well as a variety of subjects such as directing, playwriting, criticism, history, and the literature of theatre and drama. She has contributed a great deal of insight to the classes she has been in this past year. We are sorry that she will not be with us in the fall and look forward to the day when she may continue her studies here.





15. Scholarships, assistanships, fellowships or any distinctions offered to candidate as a graduate student at that University.

none. Miss Casas would have eligible for the Sam S. Shubert Fellowship in playwriting had she been able to stay longer. This is a fellowship for advanced playwrights and carries a stipend of \$2,500.

16. Any additional information, as committee actions, remarks, etc., which may appear in candidate's record as a graduate student.

Miss Casas is a superior graduate student with notable contributions to make as a teacher. She is both scholarly and creative, a rare combination.



JAN 30 1962

*Special  
Slit*



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UNIVERSITY OF PUERTO RICO  
Office of Academic Personnel  
Río Piedras, P. R.

January 31, 1962

Graduate Division  
Harvard University  
Cambridge 38, Massachusetts

Dear Sir:

Miss Myrna Casas, Instructor, College of Humanities, University of Puerto Rico is on leave of absence for the period August 21, 1961 to June 20, 1962 doing graduate work in her field at that Institution.

In order to have the proper follow-up of all academic personnel doing graduate work, we need periodic reports from the different universities where they are studying. The form we are enclosing will give us the information we need. Will you be so kind as to refer this form to Miss Casas advisor to be filled out and returned to us?

We thank you for your cooperation.

Very truly yours,

Etiony Aldarondo Galván  
Acting Director  
Office of Academic Personnel

wta

Enclosure





Boston University



CHARLES RIVER CAMPUS • 857 COMMONWEALTH AVENUE • BOSTON 15, MASSACHUSETTS

SCHOOL OF FINE AND APPLIED ARTS

March 22, 1961

Mr. Etiony Aldarondo Galván  
Associate Director  
University of Puerto Rico  
Office of Academic Personnel  
Rio Piedras, Puerto Rico

Dear Mr. Galván:

In reply to your correspondence of March 8, 1961, a transcript of the academic record of Miss Myrna Casas has been forwarded to the University of Puerto Rico and should be in your possession by this time.

It is quite probable that Miss Casas will receive the Master of Fine Arts degree at the August, 1961, Commencement.

Miss Casas's work at Boston University has certainly been more than satisfactory. The faculty of the Division of Theatre Arts has spoken very highly of her accomplishments.

If we may be of service in any way, or if additional data is required, please do not hesitate to call upon me.

Sincerely yours,

Malloy M. Miller  
Administrative Assistant  
to the Dean

MMM:pak





Boston University



CHARLES RIVER CAMPUS • 857 COMMONWEALTH AVENUE • BOSTON 15, MASSACHUSETTS

SCHOOL OF FINE AND APPLIED ARTS

March 20, 1961

Etiony Aldarondo Galvan  
Associate Director  
Office of Academic Personnel  
University of Puerto Rico  
Rfo Piedras, Puerto Rico

Dear Sir:

Enclosed please find two reports on Miss Myrna Casas, graduate student in the Theatre Division, School of Fine and Applied Arts, Boston University.

Final evaluation on the work of this student will not be available until May when she will have completed her fulfillments toward the degree of Master of Fine Arts.

Very truly yours,

Samuel Hirsch  
Chairman  
Department of Acting  
and Directing











OPD-7  
12-48  
Revised

UNIVERSITY OF PUERTO RICO  
OFFICE OF THE DEAN OF ADMINISTRATION  
ACADEMIC PERSONNEL



REPORT ON ACADEMIC PERSONNEL ON LEAVE OF ABSENCE DOING  
GRADUATE WORK

- 1. Samuel Hirsch
- 2. Chairman, Department of Acting and Directing,  
Associate professor of Acting
- 3. March 13, 1961
- 4. Myrna Casas
- 5. Acting
- 6. Master of Fine Arts
- 7. Theatre Division
- 8. School of Fine And Applied Arts

Information about courses:

9. Courses taken in previous terms or semesters and credited for degree.

<u>College or University</u>	<u>Date</u>	<u>Title</u>	<u>Credits</u>	<u>Grade</u>
School of Fine & Applied Arts - Boston University	First term 1960	Acting IV	3	A
"	"	Dramatic Criticism	2	B /
"	"	Comparative Drama	3	A -
"	"	History & Theory of Acting Styles	3	B /
"	"	( Acting ) Directed Studies	3	A
"	"	( Dramatic Lit. ) Directed Studies	3	A
"	"	Theatre Practice	1	P









13. Essay, Thesis or dissertation:

Subject The role of Marquesa Matilda Spina in Pindello's HENRY IV

Progress (Please state how far advanced student is in this work, possible date of completion of thesis, or any information which might be useful in determining date of graduation)

This play is in rehearsal and will be performed March 10 & 11, 1961.

Miss Casas is a candidate for the degree of Master of Fine Arts in ACTING, and this role is being offered as a partial fulfillment of her work toward her degree. In addition, she is preparing a study of the main role in Ibsen's HEDDA GABLER. These will be evaluated by the Faculty Committee of the Division of Theatre Arts upon their completion by the candidate.

14. Adviser's evaluation of candidate's work as a graduate student.

Miss Casas has been an outstanding student. Her work has been well prepared and well received by the faculty. She is dependable, resourceful and productive, and her attitude has been creative and meaningful. She has grown since she has been at this university and has learned much in our professional atmosphere.





15. Scholarships, assistanships, fellowships or any distinctions offered to candidate as a graduate student at that University.

Miss Casas played a leading role in the first major production of the year: Jocasta in OEDIPUS REX by Sophocles, and has appeared in several television dramas done by the Theatre Division in collaboration with a local TV station (WHDH-TV). She is much sought after by directors in the division because of her maturity and acting ability.

16. Any additional information, as committee actions, remarks, etc., which may appear in candidate's record as a graduate student.

Final evaluations by the Faculty Committee will be available after Miss Casas has completed her thesis work.





March 8, 1961

Executive Officer  
Graduate Division  
Boston University  
Boston, Massachusetts

Dear Sir:

The University Board has under its consideration an application for an extension of leave to continue graduate work for Miss Myrna Casas, Instructor, University Theater, College of Humanities.

In order to consider this application, the University Board needs a complete report, including grades and comments, on the work performed by Miss Casas during the year of studies at your Institution. Any recommendation or suggestion you could submit, will be very much appreciated.

Due to the fact that this board is giving consideration to the application for leave of absence for the next year, please let us know about this matter at your earliest convenience.

Very truly yours,

Etiony Aldarondo Galván  
Associate Director



UNIVERSITY OF PUERTO RICO  
Office of Academic Personnel  
Río Piedras, P. R.



SECOND REQUEST

January 31, 1961

Executive Officer  
Graduate Division  
Boston University  
Boston, Massachusetts

Dear Sir:

Miss Myrna Casas, Instructor, University Theater,  
College of Humanities, University of Puerto Rico,  
is on leave of absence for the period August 16, 1960  
June 15, 1961 doing graduate work in her  
field at that Institution.

In order to have the proper follow-up of all  
academic personnel doing graduate work, we need  
periodic reports from the different universities  
where they are studying. The form we are enclos-  
ing will give us the information we need. Will  
you be so kind as to refer this form to Miss  
Casas' advisor to be filled out and  
returned to us?

We thank you for your cooperation.

Very truly yours,

Etiony Aldarondo Galván  
Associate Director  
Office of Academic Personnel

cmf

Enclosure



UNIVERSITY OF PUERTO RICO  
Office of Academic Personnel  
Rfo Piedras, P. R.



November 4, 1960

Executive Officer  
Graduate Division  
Boston University  
Boston, Massachusetts

Dear Sir:

Miss Myrna Casas, Instructor, University Theater,  
College of Humanities, University of Puerto Rico,  
is on leave of absence for the period August 16, 1960-  
June 15, 1961 doing graduate work in her  
field at that Institution.

In order to have the proper follow-up of all  
academic personnel doing graduate work, we need  
periodic reports from the different universities  
where they are studying. The form we are enclos-  
ing will give us the information we need. Will  
you be so kind as to refer this form to Miss  
Casas' advisor to be filled out and  
returned to us?

We thank you for your cooperation.

Very truly yours,

Etiony Aldarondo Galván  
Associate Director  
Office of Academic Personnel

cmf

Enclosure



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OFFICE OF  
ACADEMIC PERSONNEL



JN 3 1 59 PM 1955

UNIVERSIDAD DE PUERTO RICO  
Decanato de Administración  
Oficina de Personal Docente

UNIVERSITY OF  
PUERTO RICO

INFORMACION SOBRE SOLICITANTES

- A 12 de mayo de 1955  
1. Fecha
- Srta. Mirna Casas  
2. Nombre del solicitante
- Instructor de Arte Dramático  
3. Puesto que solicita  
Aptos. Darlington 207  
San Juan, Puerto Rico  
4. Dirección actual
- 5 años  
9. ¿Cuánto tiempo hace que conoce al solicitante?
- B 5/30/55  
5. Fecha de recomendación
- H. L. Santos Gaton  
6. Nombre (Favor de firmar)  
Abogado Departamento Justicia  
Presidente Ateneo Puertorriqueno  
7. Puesto u ocupación  
Cordero #55, Santurce, P.R.  
8. Dirección actual
- personal  
10. Naturaleza de la relación (profesional, personal, etc.)
11. Opinión en cuanto a carácter, cualidades personales, moralidad.  
  
Excelente caracter, muy buenas cualidades personales y moralidad. Alto espíritu de cooperacion.
12. Si puede dar fe de la eficiencia profesional del solicitante en el campo para el cual solicita, ofrezca su opinión. Si ha sido maestro del solicitante dé su apreciación de la persona como estudiante y miembro del grupo.  
  
Como Directora del Cine Club del Ateneo ha demostrado ser persona de buen gusto, tiene un alto sentido de responsabilidad, pone gran entusiasmo en su trabajo.
13. Comentarios adicionales:



12  
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UNIVERSIDAD DE PUERTO RICO  
Decanato de Administración  
Oficina de Personal Docente  
UNIVERSITY OF  
PUERTO RICO

INFORMACION SOBRE SOLICITANTES

- |   |  |
|---|--|
| A   | B  |
| 1. Fecha  | 5. Fecha de recomendación                                      |
| <u>12 de mayo de 1955</u>   | <u>20 de Mayo 1955</u>   |
| 2. Nombre del solicitante   | 6. Nombre (Favor de firmar)                                    |
| <u>Srta. Mirna Casas</u>  | <u>Mary Virginia Heinlein</u><br><u>Mary Virginia Heinlein</u> |
| 3. Puesto que solicita  | 7. Puesto u ocupación  |
| <u>Instructor de Arte Dramático</u>   | <u>Directore del Departamento de Drama</u>                     |
| <u>Aptos. Darlington 207</u>  |  |
| <u>San Juan, Puerto Rico</u>  | 8. Dirección actual  |
| 4. Dirección actual   | <u>Vassar College</u>  |
| <u>Tres años</u>  | 10. Naturaleza de la relación                                  |
| 9. ¿Cuánto tiempo hace que conoce al solicitante?   | <u>Profesional y personal</u><br>(profesional, personal, etc.) |
| 11. Opinión en cuanto a carácter, cualidades personales, moralidad.<br>Excelente como estudiante, muy cooperadoras y buenisimas cualidades. Está muy bien entrenada y trabaja con entusiasmo. Es muy querida y respetada por sus estudiantes y profesores.  |  |
| 12. Si puede dar fe de la eficiencia profesional del solicitante en el campo para el cual solicita, ofrezca su opinión. Si ha sido maestro del solicitante dé su apreciación de la persona como estudiante y miembro del grupo.<br><br>My Spanish is poor but I have the highest regard for Miss Casas and recommend her without reservations and with enthusiasm. She did very good work here and is, I think, an unusually attractive and agreeable person with whom to work. |  |
| 13. Comentarios adicionales:  |  |

*Mary Virginia Heinlein*  
Professor of Drama  
Chairman of the Drama Division  
and Director of the Experimental  
Theatre



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UNIVERSIDAD DE PUERTO RICO  
Decanato de Administración  
Oficina de Personal Docente  
UNIVERSIT  
PUERTO RICO

INFORMACION SOBRE SOLICITANTES

A 12 de mayo de 1955  
1. Fecha

Srta. Mirna Casas  
2. Nombre del solicitante

Instructor de Arte Dramático  
3. Puesto que solicita

Aptos. Darlington 207  
San Juan, Puerto Rico  
4. Dirección actual

Más de 10 años  
9. ¿Cuánto tiempo hace que conoce al solicitante?

B Mayo 16, 1955  
5. Fecha de recomendación

Jose Fadin  
6. Nombre (Favor de firmar)

Miembro Consejo Superior  
7. Puesto u ocupación

50 Ave. Univ. Río Piedras  
8. Dirección actual

Amigo de los padres  
10. Naturaleza de la relación (profesional, personal, etc.)

11. Opinión en cuanto a carácter, cualidades personales, moralidad.

*Es una joven de excepcionales cualidades: inteligente, activa, bien preparada en su especialidad.*

12. Si puede dar fe de la eficiencia profesional del solicitante en el campo para el cual solicita, ofrezca su opinión. Si ha sido maestro del solicitante dé su apreciación de la persona como estudiante y miembro del grupo.

*Es recién graduada de una universidad americana. No creo que haya tenido oportunidad todavía para demostrar su eficiencia profesional. Sé que desde niña mostró una inclinación al arte dramático.*

13. Comentarios adicionales:

*Mirna Casas es una joven de gran promesa. La Universidad no debe desperdiciar la oportunidad de sumarla a su cuerpo docente.*





9 de agosto de 1955

Srta. Myrna Casas  
Apartamientos Darlington 207  
San Juan, Puerto Rico

Estimada Srta. Casas:

Acuso recibo de su solicitud para puesto en la Universidad de Puerto Rico.

Hemos referido su solicitud para la consideración del Dr. Luis M. Díaz Soler, Decano Interino de la Facultad de Humanidades, quien nos informa que en el presente no hay plazas vacantes.

Conservaremos su solicitud en nuestros archivos y en cualquier momento que surja una vacante la referiremos para la consideración de la dependencia universitaria donde ocurra la misma.

Cordialmente,

José Ramón Ortiz, Director  
Oficina de Personal Docente

RSI:lmaej

SEP 11 10 44 AM '55



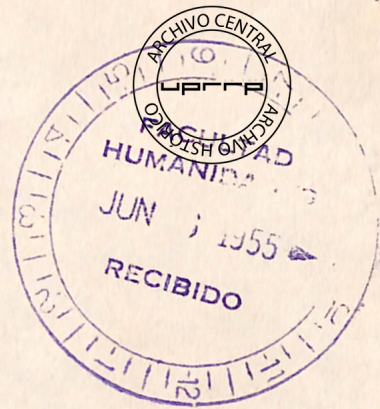
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UNIVERSIDAD DE PUERTO RICO  
DECANATO DE ADMINISTRACION  
Oficina de Personal Docente

AG 3 9 50 AM 1955

UNIVERSITY OF  
PUERTO RICO

3 de junio de 1955



A: Dr. Luis M. Díaz Soler, Decano *Arteino*  
Facultad de Humanidades, U.P.R.

DE: Sr. José Ramón Ortiz, Director *Ortiz*  
Oficina de Personal Docente

Se incluye solicitud de la Srta. Myrna Casas,  
para puesto de Instructor de Arte Dramático.

Favor de leer y devolver la solicitud a esta oficina con recomendación de la acción a seguir:

- No hay oportunidad de plaza.
- Hay probabilidades de plaza \_\_\_\_\_  
(Indíquese fecha aproximada)
- Nos estamos comunicando directamente con el solicitante. (Envíenos copia de su contestación)

Otras Indicaciones:

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