

**EMORY UNIVERSITY. PRESIDENT'S  
COMMISSION ON THE STATUS OF WOMEN.  
President's Commission on the  
Status of Women records, 1973-2006**

Emory University  
Emory University Archives  
Stuart A. Rose Manuscript, Archives, and Rare Book Library  
Atlanta, GA 30322  
404-727-6887  
rose.library@emory.edu

---

### **Descriptive Summary**

**Creator:** Emory University. President's Commission on the Status of Women.  
**Title:** President's Commission on the Status of Women records, 1973-2006  
**Call Number:** Series No. 30  
**Extent:** 11.50 linear ft. (24 boxes)  
**Abstract:** The President's Commission on the Status of Women (PCSW) was established in 1976 as an advisory body to the President on issues related to Emory University women. Records of the President's Commission on the Status of Women include correspondence; meeting minutes and agenda; bylaws; budgets; reports; committee records; subject files related to issues of affirmative action, hiring, promotion, and tenure for female faculty; items related to various programs, projects, and symposia; the files, 1990-2006, of acting presidents, chiefly compilations of annual activities; and some digital and audiovisual material.  
**Language:** Materials entirely in English.

---

### **Administrative Information**

#### **Restrictions on Access**

Special restrictions apply: Researchers must contact MARBL in advance to access the audiovisual and/or digital material in this collection. Series 8 closed to researchers in accordance with Emory University Archives Policy for unprocessed materials.

#### **Terms Governing Use and Reproduction**

All requests subject to limitations noted in departmental policies on reproduction.

#### **Source**

Transfer

*Emory Libraries provides copies of its finding aids for use only in research and private study. Copies supplied may not be copied for others or otherwise distributed without prior consent of the holding repository.*

**Citation**

[after identification of item(s)], President's Commission on the Status of Women records, Emory University Archives, Stuart A. Rose Manuscript, Archives, and Rare Book Library, Emory University.

**Processing**

Processed by Ben Nobbs-Thiessen.

---

**Collection Description****Administrative History**

The President's Commission on the Status of Women (PCSW) was established February 7, 1976, as an advisory body to the President on issues related to Emory University women.

The Commission is comprised of at least 36 members. Of these, at least 26 are appointed by the President, and 10 are Ex Officio members. Eight student representatives (4 undergraduate, 2 professional school, and 2 graduate representatives) are appointed by the President for a one-year term. Eight faculty and eight staff members are appointed by the President for three-year terms. In addition, the chair is either a faculty or staff member who is serving a three-year term.

Appointed members of the Commission are selected with as broad a representation as possible from the various divisions of Emory University. The Commission also elects alternates who may attend the commission meetings and participate in discussions. The PCSW seeks dedicated, skilled, and passionate women and men to serve the cause of advancing women's interests at Emory.

**Scope and Content Note**

Records of the President's Commission on the Status of Women include correspondence; meeting minutes and agenda; bylaws; budgets; reports; committee records; subject files related to issues of affirmative action, hiring, promotion, and tenure for female faculty; items related to various programs, projects, and symposia; the files, 1990-2006, of acting presidents, chiefly compilations of annual activities; and some digital and audiovisual material.

**Arrangement Note**

Organized into eight series: (1) General records, (2) Committee records, (3) Issues subject files, (4) Meetings, symposia, and seminars, (5) Projects and programs, (6) Reports and surveys, (7) Chair's files, and (8) Unprocessed additions.

## **Description of Series**

[Series 1: General records, 1975-2003](#)

[Series 2: Committee records, 1977-2003](#)

[Series 3: Issues subject files, 1973-1988](#)

[Series 4: Meetings, symposia, and seminars, 1977-1998](#)

[Series 5: Projects and programs, 1977-1998](#)

[Series 6: Reports and surveys, 1977-1989](#)

[Series 7: Chair's files, 1996-2006](#)

[Series 8: Unprocessed additions](#)

**Series 1**  
**General records, 1975-2003**  
**Boxes 1-5**

**Scope and Content Note**

Series consists of general records of the President's Commission on the Status of Women including correspondence, minutes and agendas, bylaws, and budgets.

**Arrangement Note**

Arranged in alphabetical then chronological order.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
1	1	Archives, 1984
1	2	Attendance sheets, 1986-1990
1	3	Budget, 1976-1993
1	4	Budget, 1994-1998
1	5	Bylaws, 1976
1	6	Bylaws, amended, 1980-1984
1	7	Bylaws, amended, 1986-1998 and undated
1	8	Committee assignments, 1976-1988 and undated
1	9	Considerations on sponsorship, 1987
1	10	Employment contracts, 1976-1980
1	11	Funding, undated
1	12	Goals, 1985, no date
1	13	History, 1976-1989
1	14	Membership nominations, 1976-1983
2	1	Membership roster, 1976-1984
2	2	Membership roster, 1985-1998 and undated
2	3	Membership roster, 2003-2004
2	4	Membership roster, 2003-2004
2	5	Membership roster, 2004-2005
2	6	Notes from first meeting, 1976
2	7	Policy statement on sponsorship, 1987
2	8	Publicity, 1976-1993 and undated
2	9	Publicity, 2002-2003
2	10	Publicity, handouts, 2002-2003
2	11	Women's Caucus, 1975-1980
2	12	Correspondence, 1975-1976
2	13	Correspondence, 1977
2	14	Correspondence, 1978
2	15	Correspondence, 1980-1981

3	1	Correspondence, 1982
3	2	Correspondence, 1983
3	3	Correspondence, 1984-1985
3	4	Correspondence, 1986
3	5	Correspondence, 1987
3	6	Correspondence, 1988
3	7	Correspondence, 1989
3	8	Correspondence, 1990-1991
3	9	Correspondence, 1992-1994
4	1	Minutes and agendas, 1976
4	2	Minutes and agendas, January-August 1977
4	3	Minutes and agendas, September 1977-1978
4	4	Minutes and agendas, 1979
4	5	Minutes and agendas, 1980
4	6	Minutes and agendas, 1981
4	7	Minutes and agendas, 1982
4	8	Minutes and agendas, 1983
4	9	Minutes and agendas, 1984
4	10	Minutes and agendas, 1985
4	11	Minutes and agendas, 1986
5	1	Minutes and agendas, 1987
5	2	Minutes and agendas, 1988
5	3	Minutes and agendas, 1989
5	4	Minutes and agendas, 1990
5	5	Minutes and agendas, 1991-1992
5	6	Minutes and agendas, 1993
5	7	Minutes and agendas, 1994-1995
5	8	Minutes and agendas, 1996-1997
5	9	Minutes and agendas, 1997-1998
5	10	Minutes and agendas with Jan Gleason's notes, 1982-1989, and undated
5	11	Minutes and agendas with Ali Crown's notes, 1982-1988
5	12	Minutes and agendas with Betsy Vonk's notes, 1987-1988
5	13	Minutes and agendas, 2002-2003

**Series 2**  
**Committee records, 1977-2003**  
**Boxes 6-10**

**Scope and Content Note**

Series consists of records from the various subcommittees within the President's Commission on the Status of Women including the Staff Concerns, Student Concerns, Faculty Concerns, Executive, and Nominating committees.

**Arrangement Note**

Arranged in alphabetical order by committee name.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
6	1	Child care, 1986-1988
6	2	Coordinating, 1987-1988
6	3	Executive: Correspondence, 1984-1994
6	4	Executive: Recommendations, 1987 and undated
6	5	Executive: Minutes and agendas, 1983-1985
6	6	Executive: Minutes and agendas, 1987-1993
6	7	Executive: Minutes and agendas, 1994-1998 and undated
6	8	Executive, 2002-2003
6	9	Faculty concerns, 1979-1981
6	10	Faculty concerns, 1982-1984
6	11	Faculty concerns, 1985-1993 and undated
6	12	Faculty Concerns, 2002-2003
6	13	Health and safety, 1984
6	14	Liaison, 1979-1984 and undated
7	1	Nominating, 1984-1985
7	2	Nominating, 1986-1987
7	3	Nominating, 1988-1989
7	4	Nominating, 1990-1993
7	5	Nominating, 1994-1999 and undated
7	6	Staff concerns: Affirmative action policy, 1979-1980, 1993, and undated
7	7	Staff concerns: Career development program, 1985-1986 and undated
7	8	Staff concerns: Correspondence, 1980
7	9	Staff concerns: Correspondence, 1981
7	10	Staff concerns: Correspondence, 1982
7	11	Staff concerns: Correspondence, 1983-1993
7	12	Staff concerns: Emory staff mini-fair, 1992-1994
8	1	Staff concerns: Membership lists, 1980-1987 and undated
8	2	Staff concerns: Minutes and agendas, 1980-1981

8	3	Staff concerns: Minutes and agendas, 1982-1993 and undated
8	4	Staff concerns: Printed materials, 1977-1981
8	5	Staff concerns: Printed materials, 1981-1982
8	6	Staff concerns: Printed materials, 1983-1988
8	7	Staff concerns: Printed materials, undated
8	8	Staff concerns: Questionnaire analyses, 1980
8	9	Staff concerns, 1981-Questionnaire analyses
8	10	Staff concerns: Raw questionnaires, 1980 (1 of 11)
8	11	Staff concerns: Raw questionnaires, 1980 (2 of 11)
8	12	Staff concerns: Raw questionnaires, 1980 (3 of 11)
9	1	Staff concerns: Raw questionnaires, 1980 (4 of 11)
9	2	Staff concerns: Raw questionnaires, 1980 (5 of 11)
9	3	Staff concerns: Raw questionnaires, 1980 (6 of 11)
9	4	Staff concerns: Raw questionnaires, 1980 (7 of 11)
9	5	Staff concerns: Raw questionnaires, 1980 (8 of 11)
9	6	Staff concerns: Raw questionnaires, 1980 (9 of 11)
9	7	Staff concerns: Raw questionnaires, 1980 (10 of 11)
9	8	Staff concerns: Raw questionnaires, 1980 (11 of 11)
9	9	Staff concerns: Recommendations, 1977-1991 and undated
9	10	Staff concerns: Reports, 1979-1982
9	11	Staff concerns: Reports, 1980-1981
9	12	Staff concerns: Statement of purpose, 1981
9	13	Staff concerns: Reports, 1984-1988
10	1	Staff concerns: Reports, 2002-2003
10	2	Student concerns, 1986-1990 and undated
10	3	Student concerns: Reports, 2002-2003
10	4	Subcommittee to develop administrative awareness, 1978 (1 of 3)
10	5	Subcommittee to develop administrative awareness, 1978 (2 of 3)
10	6	Subcommittee to develop administrative awareness, 1978 (3 of 3)
10	7	Subcommittee to publicize Emory's resources in women's studies, 1976-1977
10	8	Subcommittee on women's programs and activities, 1976-1977
10	9	Women's Resource Center, 1981-1985 and undated

**Series 3**  
**Issues subject files, 1973-1988**  
**Boxes 11-12**

**Scope and Content Note**

Series includes subject files related to affirmative action; hiring, promotion and tenure practices; and other issues concerning the status of women at Emory University.

**Arrangement Note**

Arranged in roughly alphabetical order.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
11	1	College Affirmative Action Committee Report
11	2	Affirmative action committee: Division of Business Management policy statement, 1981
11	3	Affirmative action committee: Emory University School of Dentistry: Procedure for faculty recruitment, 1980
11	4	Affirmative action committee: Equal opportunity procedural manual, 1980
11	5	Affirmative action committee plan, 1980
11	6	Affirmative action committee: Procedure for open search recruitment/administrative decision appointments of faculty, 1979
11	7	Affirmative action plan revisions, 1982 (1 of 2)
11	8	Affirmative action plan revisions, 1982 (2 of 2)
11	9	Affirmative action procedural manual for equal opportunity programs, 1979
11	10	Affirmative action procedures (revised), 1980
11	11	Affirmative action program, 1976 (1 of 2)
12	1	Affirmative action program, 1976 (2 of 2)
12	2	Affirmative Action Committee: University Libraries
12	3	Affirmative Action Committee: Yerkes Regional Primate Research Center monitoring procedures for faculty appointments
12	4	Employee benefits, 1973-1978 and undated
12	5	Employment, undated
12	6	Feminist studies, 1984 and undated
12	7	Grievance procedures, 1980
12	8	Higher education resource services (HERS), 1981-1985
12	9	Pre-Employment drug screening policy
12	10	Ms. magazine campus project on sexual assault, 1983
12	11	Promotion and tenure statistics for Emory University, 1975-1988
12	12	Promotion and tenure, Candler School of Theology, 1980

**Series 4**  
**Meetings, symposia, and seminars, 1977-1998**  
**Box 12**

**Scope and Content Note**

Series includes records relating to a variety of events, forums, seminars, retreats and dinners in which the President's Commission on the Status of Women participated and supported.

**Arrangement Note**

Arranged in alphabetical order.

**Restrictions on Access**

Special restrictions apply: Researchers must contact MARBL in advance to access the audiovisual and/or digital material in this collection.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
12	13	Fall retreat, 1987-1988
12	14	Georgia women's meeting, 1977
12	15	Human rights symposium, 1982
12	16	Networking dinner, 1988
12		"Pioneering Voices," VHS cassette, March 27, 1996
12	17	Southern Methodist University symposium
12	18	Symposium publicity, 1984-1990
12	19	Women's assembly, 1982
12	20	Women's forum, 1986-1988
12	21	Women's seminar, 1974
12	22	25th Anniversary

**Series 5**  
**Projects and programs, 1977-1998**  
**Boxes 13-14**

**Scope and Content Note**

Series contains a diverse range of materials, including campaigns against sexual harassment and other petitions. It also includes documents for the President's Award for Undergraduate Research on Women.

**Arrangement Note**

Arranged in alphabetical order.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
13	1	Annual dinner, 1991-1995 and undated
13	2	Career development program, 1988
13	3	Child care survey and source materials, 1981-1984 and undated
13	4	Clare Booth Luce fund proposal, 1993
13	5	Conference Speakers International, list of women speakers, undated
13	6	Dean's project, 1993-1994 and undated
13	7	Emory women's journal, 1993-1994
13	8	Employee contract negotiations-role play, 1983
13	9	Everywoman's guide to colleges and universities, questionnaire, 1981
13	10	Handbook example, Ann Arbor, undated
13	11	Handbooks, 1977-1979 and undated
13	12	One-day symposia, 1980-1985
13	13	Public relations image campaign, 1988
13	14	Petition to the Board of Trustees regarding sexual orientation statement, undated
13	15	Power and negotiation, 1984
13	16	Pre-statistics on date rape, undated
13	17	President's award for graduate research on women, 1995
13	18	President's award for undergraduate research on women, 1986
13	19	President's award for undergraduate research on women, 1987-1989
13	20	President's award for undergraduate research on women, 1990
14	1	President's award for undergraduate research on women, 1991-1995 and undated
14	2	President's Award for Research on Women, finalists
14	3	Barriers to Advancement Study
14	4	Rape rally and campus forum, 1990
14	5	SBA sexual harassment survey, 1988
14	6	Speakers, 1981-1983
14	7	Student Awards, 1985
14	8	Women's Resource Center, 1990-1998 and undated

14 9 "Women: A Handbook of Resources for the Emory Community" raw  
questionnaires

**Series 6**  
**Reports and surveys, 1977-1989**  
**Box 15**

**Scope and Content Note**

Series includes reports, surveys, and writings produced by other universities and colleges on the topic of women.

**Arrangement Note**

Arranged in roughly alphabetical order.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
15	1	Correspondence with President Laney, 1989
15	2	Female faculty statistics, 1979-1985
15	3	History of the PCSWE, 1979-1989
15	4	Interim report on the status of women at Emory, 1977
15	5	Recommendations, 1987
15	6	Report on the status of women at Emory, 1989
15	7	Student news survey report, 1980
15	8	Update to 1977 report
15	9	Arizona Board of Regents
15	10	Barat, University of Maryland, University of Alabama, University of California, Los Angeles, University of Michigan
15	11	Carelton College
15	12	Dept. of Health, Education and Welfare, University of South Carolina, Radcliffe College
15	13	IBM 1988
15	14	University of Miami
15	15	Atlanta and Emory-based brochures, 1975-1982
15	16	Circle of Women Journal, 1994-1997
15	17	Newspaper Clippings, 1971-1983

**Series 7**  
**Chair's files, 1996-2006**  
**Boxes 16-22**

**Scope and Content Note**

Series consists of annual files compiled by chairs of the President's Commission on the Status of Women. Files contain correspondence, financial records, minutes, and other items reflecting the annual activities of the Commission. The series also includes some digital files containing similar material.

**Arrangement Note**

Arranged in chronological order.

**Restrictions on Access**

Special restrictions apply: Researchers must contact MARBL in advance to access audiovisual and/or digital materials in this series.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
16	1	1990-1991 (1 of 2)
16	2	1990-1991 (2 of 2)
16	3	1991-1992
16	4	1992-1993 (1 of 2)
16	5	1992-1993 (2 of 2)
16	6	1993-1994
16	7	1994-1995
16	8	1995-1996: Budget, Faculty Concerns, and Staff Concerns committees
16	9	1995-1996: Nominating and Student Concerns committees
17	1	1995-1996: Minutes
17	2	1995-1996: Essay Contest and Annual Dinner
17	3	1995-1996: Correspondence (1 of 4)
17	4	1995-1996: Correspondence (2 of 4)
17	5	1995-1996: Correspondence (3 of 4)
17	6	1995-1996: Correspondence (4 of 4)
17	7	1996-1997 (1 of 5)
17	8	1996-1997 (2 of 5)
18	1	1996-1997 (3 of 5)
18	2	1996-1997 (4 of 5)
18	3	1996-1997 (5 of 5)
18	4	1997-1998 (1 of 6)
18	5	1997-1998 (2 of 6)
18	6	1997-1998 (3 of 6)
18	7	1997-1998 (4 of 6)

19	1	1997-1998 (5 of 6)
19	2	1997-1998 (6 of 6)
19	3	1998-1999 (1 of 6)
19	4	1998-1999 (2 of 6)
19	5	1998-1999 (3 of 6)
19	6	1998-1999 (4 of 6)
19	7	1998-1999 (5 of 6)
20	1	1998-1999 (6 of 6)
20	2	1999-2000 (1 of 6)
20	3	1999-2000 (2 of 6)
20	4	1999-2000 (3 of 6)
21	1	1999-2000 (4 of 6)
21	2	1999-2000 (5 of 6)
21	3	1999-2000 (6 of 6)
21	4	2003-2004 (1 of 2)
21	5	2003-2004 (2 of 2)
21	6	2005-2006 (1 of 2)
21	7	2005-2006 (2 of 2)
22	1	PCSW Meeting Roster (3 ½" disk)
22	1	PCSWRep.doc, Faculty '96-97 (3 ½" disk)
22	1	WP 5.1 Report, Staff (3 ½" disk)
22	1	Unlabelled (3 ½" disk)
22	1	Deb's Minutes PCSW 4/2/98 (3 ½" disk)
22	1	PCSW Minutes, 1995-1996 (3 ½" disk)
22	2	PCSW Awards, Pagemaker (3 ½" disk)
22	2	PAH - By Laws PCSW, Aug. 31, 1994 (3 ½" disk)
22	2	Joyce Jones, all bills PCSW 1-4 '96-'97 (3 ½" disk)
22	2	PCSW a) certificate (3 ½" disk)
22	2	PCSW '96-'97 (3 ½" disk)
22	3	Woman's Program 4/14/99 Carter Center, VHS cassette

**Series 8**  
**Unprocessed additions**  
**Boxes 23-24**

**Scope and Content Note**

Series consists of unprocessed additions to the collection

**Restrictions on Access**

Special restrictions apply: Series closed to researchers in accordance with Emory University Archives Policy for unprocessed materials.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
23-24		Unprocessed additions [RESTRICTED]

---