



1988

## 1988 CFW Professional Development Grants Documents

Commission for Women

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THE UNIVERSITY OF TENNESSEE  
KNOXVILLE



Commission  
for Women

TO: Deans, Directors and Department Heads  
UTK Faculty, Non-Exempt and Exempt Women

FROM: Linda Burton *LB*  
Chair, Commission for Women

DATE: February 29, 1988

SUBJECT: Professional Development Grants

Professional Development Grants for Women are now available through the sponsorship of the Commission for Women. The purpose of the grants is to provide funds to enable women to attend local, one-day workshops geared to professional development.

The guidelines for the Professional Development Grants are listed below:

1. The workshop or seminar must be offered in the local area.
2. The program must be appropriate to professional development.
3. The grant is open to UTK faculty, exempt, and non-exempt women.
4. The CFW programming committee will make recommendations for funding to the Chancellor.
5. The CFW programming committee will announce the availability of the grants.
6. Applicants should submit requests to the Chair, CFW, 2012 Lake Avenue. Applications should include a description of the event, cost, and resume.
7. The Office of Affirmative Action will serve as record keeper in the event that participants may be asked to serve as resource advisors.
8. The CFW office at the Women's Studies building on Lake Avenue will maintain a current listing of workshops and seminars.

If you have questions, please call me at 974-6657.

THE UNIVERSITY OF TENNESSEE  
KNOXVILLE

*file*



TO: Chancellor Jack Reese  
FROM: Linda Burton, *Linda* chair  
Commission for Women  
DATE: November 16, 1988  
SUBJECT: Professional Development Grants

Commission  
for Women

Last year, you and I discussed providing professional development grants for women on campus. You indicated that you would set aside \$1,000 per fiscal year for these grants. The Office of Affirmative Action would receive the money and would process the payment. The guidelines for the grants are attached.

During fiscal year 1987-88, the Commission for Women awarded grants to two women, totaling \$199. During fiscal year 1988-89, we have awarded one grant, totaling \$49. The Commission for Women appreciates your sponsoring these grants. The recipients of these awards have felt that they gained considerably from their developmental opportunities.

c: Camille Hazeur