1984

Meeting Minutes January 1984 - November 1986

Commission for Women

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COMMISSION FOR WOMEN
January 5, 1984
218 University Center

The regular monthly meeting of the Commission for Women was held on Thursday, January 5, 1984, 218 University Center at noon. Members present: Gail Clay, presiding; Jane Dunlap, Madge Phillips, Nicole LePoutre, June Cassell, and Marcia Katz. Ex officio members: Denise Harvey and Nancy Hild.

The Chair announced the date of April 16, 1984, for the rechartering of Alpha Lambda Delta. The Commission is seeking to identify faculty members who were affiliated with Alpha Lambda Delta. A chair from CFW for the event will be named prior to the February meeting.

The search by the Student Health Clinic for the second physician was explained. Dr. Patricia Eachus reported for duty at the clinic on January 3, 1984. It is anticipated the selection process for the second physician will be completed by spring quarter.

CFW members present discussed the staff opening in the Women's Center, and agreed the Commission should prepare a suggested job description for the position. The Chair will ask Susan Becker, Martha Lee Osborne, and Mary Jo Hoover to develop such a description.

Cassell reported on tentative plans for the proposed spring seminar in university administration. Linda Burton chairs the committee for planning this activity.

The next Focus on Women luncheon is scheduled for February (date to be determined). Rebecca Judy is the featured speaker.

An open forum with Provost George Wheeler is scheduled for March 1, which is the regular meeting date for CFW. A committee will work with Marcia Katz to develop a proposal by the February meeting.

The meeting adjourned at 1:00 p.m.

CFW NEXT MEETS ON FEBRUARY 2, 1984, AT NOON IN 218 UNIVERSITY CENTER
COMMISSION FOR WOMEN

February 2, 1984
218 University Center

The regular monthly meeting of the Commission for Women was held on
Thursday, February 2, 1984, 218 University Center. Members present Gail Clay,
presiding; Beverly Sweeney, Nicole Lepoutre, Marcia Katz, Judy Webster, Carla
Damewood, Nancy Hild, Mary Jo Hoover, Jane Dunlap, Jo Von Ricks, Martha Lee
Osborne, Debby Schriver, Monique Anderson, Jackie McInnis, Ann Wachter, Denise
Harvey, June Cassell, Gail Disney.

Deborah Schriver reported that Alpha Lambda Delta will be rechartered at UTK
on Monday evening, April 16, 1984. Once the chapter has been re-established, it
will not be the responsibility of the Commission.

Martha Lee Osborn presented the report of the women's Studies faculty who
met with Dean Phil Scheurer to let him know their concern about filling the
position of the Director of the Women's Center without a comprehensive search.
The plan was to have the responsibility of the Women's Center as one of the
duties of the Assistant Program Director, a new position. At Dean Scheurer's
suggestion they met with Lucy Hamilton, who has been nominated to fill the posi­
tion. Ms. Hamilton outlined her suggestions for celebrating the Tenth
Anniversary of Women's Studies next year. The Women's Studies Faculty felt that
their objections had been considered, and they were satisfied with the selection
of Ms. Hamilton.

Ann Wachter gave a brief biography of Rebecca Judy, the speaker for the
Focus on Women Luncheon, February 24. The topic, Treating Sexual Abused Women,
is important, and students should be encouraged to attend. They can come about
12:25 P.M. to hear the program without paying the admission fee.

The proposal for "Women in Leadership" Seminar from Linda Burton (See
attachment.) was presented for discussion. Mary Jo Hoover accepted suggestions
for specific persons to speak on the suggested topics. If there are any more
suggestions please call her at 6790.

Marcia Katz submitted the draft of the letter to the Provost, Dr. George
Wheeler, outlining the areas of interest for questions to be addressed to him at
the UTK Commission for Women Open Forum on March 1. Helpful suggestions were
made for revising the letter.

Under "New Business" the following announcements were made.

Gail Clay told the Commission that Dr. Mary Louise McBee donated half the
honorarium ($125.00) from her address at the Women of Achievement Program to the
Commission. The donation will be held for the Commission by the Development
Office so that Dr. McBee will receive proper credit for her generosity.

Nicole Lepoutre reminded the Commission about the ERA Debate, Monday,
February 6, 1984, featuring Sarah Weddington and Phyllis Schlafly. Gail Clay
will try to obtain complimentary tickets for Commission members interested in
attending.
Jane Dunlap announced that for the first time several speakers for Ad
Recognition Day will be women. These speakers have indicated that they want to
meet and talk with women students.

The meeting adjourned at 1:00 P.M.

CFW NEXT MEETS ON MARCH 1, 1984, AT NOON IN 226-227 UNIVERSITY CENTER FOR THE
OPEN FORUM WITH DR. GEORGE WHEELER. THE UNIVERSITY COMMUNITY IS INVITED TO
ATTEND.

Jan. 30, 1984

ATTACHMENT

To: Commission for Women

From: Linda Burton, Personnel Training and Development

Subject: Proposal for "Women in Leadership" Seminar

OVERVIEW
Since one of the major goals of the Commission for Women
during this academic year is to sponsor a workshop for UTK
women managers and for those women interested in becoming
university administrators, at the request of the Commission I
have outlined a proposal to develop such a seminar. Personnel
Training and Development is willing to coordinate the seminar
if the Commission approves and sponsors the workshop.
Participants should leave the workshop with a greater
knowledge of the skills they need in order to become effective
administrators in higher education.

PLAN

SCOPE
The one-day workshop, scheduled for April 25, 1984, will be
aimed at UTK women faculty members, exempt staff women
and graduate women. Men, as well as women, will be invited to
the seminar. Among the topics being considered for
presentation are "Academic Governance," "Finance and
Budgeting," "Leadership Styles," "Administrative Uses of the
"Creative Problem Solving," "Communication Skills for
Managers," "Effective Time Management" and "Panel
Discussion."

SCHEDULE
The schedule for programs will appear somewhat as follows:
8-8:30 Registration
8:30-9 General Session
9-10:30 First Concurrent Sessions
10:30-10:45 Break
10:45-12:15  Second Concurrent Sessions
12:15-1:30  Luncheon (speaker)
1:30-3:15  Third Concurrent Sessions
3:15-4:30  Panel Discussion

BUDGET
The charge for the seminar will be $15 per person. This fee will cover materials, luncheon and any other expenses incurred. The fee may be paid by transfer voucher to Personnel Training and Development or by personal check made out to UT. Transfer vouchers and checks should reach Personnel Training and Development, 302 Alumni Hall, by April 18, 1984.

RESERVATIONS
The deadline for reservations and for payment will be April 18. Ruth Thomason in the Training Office (974-6657) will accept the reservations. Participants will be limited to 100.

YOUR SUGGESTIONS
The Training Office will welcome suggestions as to speakers, topics and any other information that Commission members can give us to make this an effective seminar. Please direct questions and suggestions to Linda Burton, 302B Alumni Hall, 974-6657.

After recommendations are made, the Training Office will proceed with finding speakers and making the necessary arrangements. Suggestions need to be turned in by March 1. While the Training Office will be glad to facilitate the workshop, we feel that we need the total support of the Commission to make this a worthwhile workshop for UT women.
The Commission for Women held its monthly meeting Thursday, March 1, 1984, at noon. Because the format included an open forum with UTK Provost George Wheeler, the usual meeting site was changed to Rooms 226-7 in the University Center. About 50 people attended the meeting, including the following Commission members: Gail Clay-presiding, June Cassell, Denise Harvey, Mary Jo Hoover, Debbie Schriver, Beverly Sweeney, Martha Lee Osborne, Nichole LePoutre, Jackie McInnis, Ann Wachter, Carla Damewood, Patricia McClam, Gail Disney, Judy Webster, Madge Phillips, Monique Anderson, Jane Dunlap, Marcia Katz and Naomi Meara.

Chairperson Gail Clay opened the meeting. Nancy Hild asked for volunteers to fill out a questionnaire devised by a UTK graduate student doing research on the development of a non-genderized third person singular pronoun.

Debbie Schriver provided an update on the reinstallation of Alpha Lambda Delta and asked for nominations for honorary memberships.

Gail Clay said she will name Commission members to serve as session moderators for the "Women in Leadership" seminar on April 25.

Dr. Wheeler opened his forum discussion by answering questions directed to him in writing by the Commission. The first request was that Dr. Wheeler comment on how he initially became aware of women's issues. He said 27 years ago he married a student from Yale University with a new Ph.D. in anthropology. "I very quickly learned it was dreadfully important for her psychological welfare to have some kind of chance to use that professional training," he said. "For the past 27 years we have made a series of accommodations so she could do that. Believe me, I haven't missed the impact of what your interested in."

Dr. Wheeler then dealt with the other six questions the Commission had directed to him. They were on (1) the disparity in salaries between men and women at UT; (2) the fact that less than 10 percent of all full professors at UT are women; (3) the encouragement of including women's contributions in all courses, not just courses taught in women's studies; (4) the alleged fear, especially in some non-tenured faculty women, that prevents them from teaching a controversial subject, taking an unpopular stand on public issues, or disagreeing with senior colleagues; (5) the establishment of a parttime administrative position for a woman in his office. (Dr. Wheeler took the occasion to announce that he was establishing a fulltime position as assistant provost in his office, and that the first appointee would be a female faculty member at UT. He asked for nominations for qualified candidates); (6) Dr. Wheeler's perceptions of the results of the UTK Affirmative Action Office activities.

He then opened the discussion to questions from the audience. For a complete report on the Open Forum, watch for the Spring issue of Networker.
The Commission for Women met April 5, 1984, at noon in 218 University Center. Members present: Gail Clay, presiding; Nicole LePoutre, Marcia Katz, Mary Jo Hoover, Judy Webster, Madge Phillips, Jane Dunlap, JoVon Ricks, Linda Burton, Beverly Sweeney, Deborah Schriver, editor Nancy Hild, and Lucy Hamilton, ex officio.

The plans for the Women in Leadership Seminar were reviewed. Phi Chi Theta, a women's business fraternity, proposed to be involved in the conduct of the program and the Commission accepted the assistance of the group. Phi Chi will assign a student to assist the Commission member at each workshop.

Session

- Pat Ball
- Carl Pierce
- Max Wortman
- Toni DeBusk
- Ray Hamilton
- Betsey Creekmore
- Home Fisher
- Mary Richards & Eileen Wilson
- Ron Brown
- Panel Discussion

Moderator

- Lucy Hamilton
- Nichole LePoutre
- Monique Anderson
- Jane Dunlap
- June Cassell
- Madge Phillips
- Martha Lee Osborne
- Debbie Schriver
- Patricia McClam
- Mary Jo Hoover

Plans for the rechartering of Alpha Lambda Delta are finalized. The chair commended Debbie Schriver, Lucy Hamilton, and other committee members for their outstanding work in planning and developing the program. Over 150 eligible freshmen will be initiated April 16, 1984. The national president of Alpha Lambda Delta, Louise McBee, will be present to recharter the chapter.

The chair announced that Chancellor Reese accepted the invitation to attend the May 3 meeting of CFW. The regular meeting will be in Room 202 and lunch will be served.

Commission members were asked to provide the chair with an evaluation of CFW of 1983-84. Members are to include in the report their suggestions for new members as well as personal interests on membership.

FOCUS ON WOMEN presents

KATHERINE MILLO
"Women in Advertising Today"
May 9, 1984 Crest room
Dessert & Beverage $1.00

(call 3455 by May 7)

During the open discussion, it was suggested that CFW invite Executive Vice Chancellor Homer Fisher and Associate Executive Vice Chancellor Ed Bennett for an open forum.

NOTE: Mr. Fisher and Mr. Bennett accepted the invitation of the chair for May 10, at noon, in 226-27 University Center. Nicole, Bev, Debbie, and Susan will develop the questions for CFW.

The meeting adjourned at 1:00 p.m.

REMEMBER THE NEXT MEETING

May 3rd

Members are asked to call 3455 of their plans by noon May 1st.
The Commission for Women met at noon on May 3, 1984, 202 University Center. Attendance was excellent, only 4 members unable to attend. The large attendance may have been because Chancellor Reese spoke to the Commission, however a free lunch was served to the group.

Dr. Luke Ebersole, Vice Chancellor Planning and Administration, and long time University Affirmative Action Officer, was a special guest, and his support and advise to the CFW was recognized by the Chair.

The Chair commented on the activities in which the Commission has been involved during the year. Major activities were:

1. Publication of the Networker
2. Student Health Clinic - evaluation and search committees for physicians
3. Interviewing for administrative positions
4. Advocacy role
5. 2nd "Women of Achievement"
6. "Focus on Women" Luncheons
7. Rechartering of Alpha Lambda Delta
8. Open forums with the Provost, and Executive Vice Chancellor for Business, Planning and Finance
9. "Women in Leadership" seminar
10. Campus lighting improvements

Chancellor Reese explained the budget as it related to salaries for faculty and staff. He stated that this should be a good year for improving salaries as money would be available for merit and promotions. He spoke favorably of the role of the Commission in the structure of the campus. There was a discussion regarding parttime faculty status and the policies/procedures for appointments of parttime faculty. Betty and Douglas Wickham (law professor) visited the Commission and expressed interest in this area.

The Commission expressed its appreciation to the Chancellor for his support and for arranging to attend the May CFW meeting.

The meeting adjourned at 1:10 pm.

PLEASE NOTE: The next meeting will be MAY 31, 1984.
COMMISSION FOR WOMEN

MINUTES OF THE MEETING OF OCTOBER 4, 1984

The first meeting of the Commission for the 1984-85 academic year was held at 12:00 noon on October 4, 1984 in room 203 of the University Center. Members present were: Chairperson Mary Jo Hoover, Debby Schriver, Judy Webster, Gail Clay, Tricia McClam, Jane S. Redmond, Susan Kemppainen, Beverly Sweeney, Olga Welch, Gail Disney, Naomi Meara, Joan Cronan, Madge Phillips, Jeanette Jennings, Jane Dunlap, Martha Lee Osborne, Linda Burton and Marcia Katz. Also present Denise Harvey, Director of Affirmative Action, Nancy Hild, editor of the Networker, and Helen Mays, new Assistant Director of Minority Student Affairs.

Announcements

The Chair announced that Alcohol Awareness Week will take place on October 8th through 12th. As part of this week, the Commission will co-sponsor a presentation on Fetal Alcohol Syndrome on October 10th at noon.

Joan Cronan announced that the Japanese volleyball team will be on campus on October 31, 1984.

Marcia Katz has been selected as a Congressional Fellow and will spend the 1985 year in Washington D.C. She has not yet selected the member of Congress for whom she will be working. Members extended hearty congratulations and a rousing cheer.

Regular Meeting Time

The members agreed to continue meeting on the first Thursday of the month at noon. Meetings have been set for November 1st and December 6th, 1984.

Report on the Affirmative Action Plan

Denise Harvey announced that the 1982-83 Affirmative Action report is now ready and it was agreed that copies would be made available to all Commission members. She also reported that the Affirmative Action plan will be updated this fall and invited suggestions and concerns to be given to her by members of the Commission. Her address is 405E Andy Holt and her phone extension is 2498. Mary Jo Hoover will serve as one of the members of the Ad Hoc committee to assist with the revision.

Report on forum with Homer Fisher

Beverly Sweeney reported on the August forum with Mr. Fisher and the very positive response that the staff gave to his proposal for biannual personnel review of all positions in a department and creation of a dollar pool to assist in staff promotions and upgrades. The members agreed that the Chair should write to Mr. Fisher expressing our enthusiasm for his participation and proposals.
Networker

It was announced that the first Networker for the year was about to be off the press. Nancy Hild, who is employed on a part-time basis this year, asked that a Networker Advisory Committee be appointed to work with her. The Chair requested that due to the amount being spent on production and distribution of the Networker the Committee also consider alternate means that might be less expensive while still assuring quality. Martha Lee Osborne, Linda Burton, Gail Clay, Joan Cronan and Suzanne Kurth will make up the Advisory Committee.

Budget

A tentative budget was distributed and suggestions were made for altering the format and the size of some of the items. The Chair will revise and submit it to the Director of Affirmative Action.

Program Ideas for 1984-85

Focus on Women's Luncheons

It was enthusiastically suggested that Pat Head Summitt be featured for the Fall Quarter. Joan Cronan will try to clear a date with her and report back. Tricia McClam and Jeanette Jennings will serve as a committee to suggest other speakers and report to the group.

Reception for New Faculty

It was decided that a reception for new faculty and staff exempt both male and female should be held this fall. Those hired in the spring, summer and fall of 1984 should be invited. Madge Phillips, Jane Dunlap, Jeannette Jennings and Naomi Meara agreed to organize this event for an early date.

Spring Training Program

Olga Welch and Linda Burton agreed to serve as an early planning group.

Lighting Committee

Jane Redmond, Judy Webster, Gail Clay, Beverly Sweeney and Susan Kemppainen agreed to serve on the committee to review campus lighting.

The meeting adjourned at 1:15 p.m.

Respectfully submitted,

Mary Jo Hoover
Chairperson
COMMISSION FOR WOMEN
Minutes of the meeting of November 1, 1984

The November meeting of the Commission was held at 12:00 noon on November 1, 1984 in Room 203 of the University Center. Present were Susan Kemppainen, Beverly Sweeney, Nicole LePoutre, Eleanora Overby, Gail Disney, Olga Welch, Marcia Katz, Debby Schriver, Nancy Hild, Linda Burton, Tricia McClam, Judy Webster, Gail Clay, Naomi Meara, Denise Harvey, Madge Phillips, Luci Hamilton, Joan Croman and Mary Jo Hoover.

Announcements

Gail Clay announced that the lighting committee would conduct its tour of the campus on the evening of November 13 after assembly for a collation in Room 217-218 of the University Center.

Gail Disney reported on the recent changes in the law which permit part-time employees to participate in Social Security and the Tennessee Consolidated Retirement program. The Faculty Affairs Committee of the Senate will continue to monitor the part-time situation and will be looking into the possibility of health insurance for part-timers.

On behalf of the new Faculty-Staff Reception Committee, Madge Phillips reported that all had been arranged for November 8th - 3 to 5 p.m. in the Executive Dining Room of the University Center. The organizers failed to report that the music that was to be provided would not be Mozart.

Joan Cronan informed us that Pat Head Summitt would be available as a Focus on Women speaker on November 14th from 11:45 a.m. to 12:45 p.m. Debby Schriver agreed to handle publicity in the Beacon and "This Week on Campus". Gail Clay's office agreed to produce flyers and Mary Jo Hoover's to handle flyer distribution.

The Focus on Women luncheon speaker committee suggested the following as possible speakers for the Winter and Spring quarters:

Dr. Joan Lorch
Dr. Mary Pope
Panel on Sexual Harassment

Dr. Lynn Lockhart
Dr. Greer Fox
Dr. Marianne Woodside
Dr. Cheryl Travis
Dr. Pearl Beguesse

Visiting N.S.F. scholar
U.T. Health Science Psychiatrist
Possible members - Dr. Martha Lee Osborne
Dr. Suzanne Kurth
Barbara Wickersham
Cathy Mizell

U.T. Counseling Center
Child and Family Studies
Human Service - Burnout and job stress
Psychology-Relationships
Local pediatrician
Jane Howard
Returning student and former head of the Rape Crisis Center

Dr. Betsy Postow
Philosophy - Women in sports

The Networker review committee has met but as yet has no great money-saving ideas reported Nancy Hild. Work will continue.

It was agreed that Luci Hamilton would take the list to the Women's Coordinating Council to see if through a cooperative effort we might have more than one speaker or program during the next two quarters.

Linda Burton and Micki Welch reported that they are in the process of trying to identify speakers for a spring training program and asked for information from the past program.

The chair reported that the budget had been submitted to the Chancellor and some questions were raised about the expense of the Networker. Review of this will continue.

The meeting adjourned at 1:10 p.m.

Respectfully submitted,

Mary Jo Hoover
The regular monthly meeting of the Commission for Women took place on December 6, 1984 at 12:00 noon in Room 203 of the University Center. Those present were members Beverly Sweeney, Gail Clay, Nancy Goslee, Judy Webster, Eleanora Overby, Tricia McClam, Lucy Hamilton, Gail Disney, Jane Dunlap, Jane Redmond, Mary Jo Hoover, Denise Harvey, Affirmative Action Officer, and Nancy Hild, Networker Editor.

The minutes of the November meeting were corrected to show that the Faculty and Staff Benefits Committee of the Senate will continue to monitor the part-time situation announcement. The Chair circulated the notice of "Leadership in Higher Education: Where Are the Challenges and Where Are the Women", a conference to be held at Vanderbilt University on March 3rd and 4th, 1985. It was agreed that notice of the Conference would be sent to all Commission members as part of the December minutes. The coordinating organization is the American Council on Education's National Identification Program for the Advancement of Women in Higher Education Administration, Tennessee Planning Committee. Mary Richards, Associate Dean of the Graduate School and Mary Jo Hoover are the campus members of the Planning Committee.

A notice of Lady Vols Faculty-Staff Appreciation Day was circulated.

Reports and Discussion

Gail Clay reported on the work of the Lighting Committee, which toured the campus on November 14th and has sent a report to Homer Fisher. A copy of the Committee Report can be obtained from the Chair upon request. It was suggested that Nat Matowitz, a business student, would be a good addition to the Lighting Committee in the future.

Jane Dunlap reported on the reception for new faculty and staff, which was held on November 8th. Thirty three people attended. It was suggested that if we try such an event in the future it be held earlier in the academic year.

A general discussion was held about coordinating Focus on Women luncheon programs with the Women's Coordinating Council. It was felt that since fall quarter was virtually over, little could be done before the beginning of the spring term. Luck Hamilton agreed to continue working with the Committee (Tricia McClam and Jeanette Jennings) and the Coordinating Council. It was agreed that in lieu of a January luncheon the Commission would co-sponsor--with the Psychology Department--a speaking engagement by Dr. Pauline Rose Clance. Dr. Clance is a Clinical Psychologist and feminist advocate. The plan is to have her give a general University address on Wednesday, January 16 at 3:30 p.m. in the University Center. Her topic will relate to issues of achievement, as applied to women, and the tendency of many high achievers to feel like impostors who are vulnerable to exposure.

The Chair distributed copies of the evaluations from last spring's training
program in the absence of Linda Burton and Olga Welch. April 24th and 25th were selected as tentative dates for the program. Gail Clay will handle room arrangements. Judy Webster, Naomi Meara and Susan Kemppainen were appointed to the Program Committee. The Chair will contact those others who indicated an interest in participating in the future programs on the evaluation forms. A meeting of this group will be scheduled in early January.

Gail Disney reminded the Chair that a letter expressing the Commission's concern about the part-time problem was to be sent to the Provost.

With best wishes for the Holidays and the New Year, the Chair adjourned the meeting.

Respectfully submitted,

Mary Jo Hoover

Mary Jo Hoover
LEADERSHIP IN HIGHER EDUCATION:
“Where Are the Challenges and Where Are the Women?”

SPONSORS: Vanderbilt University
University of Tennessee System
State University and Community College System of Tennessee
Tennessee Higher Education Commission

COORDINATING ORGANIZATION: American Council on Education’s National Identification Program for the Advancement of Women in Higher Education Administration - Tennessee Planning Committee

DATES: March 3 and 4, 1985

LOCATION: Vanderbilt University, Nashville, Tennessee

KEYNOTE SPEAKERS: Barbara W. Newell, Chancellor, the State University System of Florida
Bernice R. Sandler, Executive Director, Project on the Status and Education of Women, Association of American Colleges

PANELISTS: Edward J. Boling, President, The University of Tennessee System
Anne S. McNutt, Dean of Instruction, Nashville State Technical Institute
Roy S. Nicks, Chancellor, State University and Community College System of Tennessee
Henry Ponder, President, Fisk University
Arliss Roaden, President, Tennessee Technological University
David Satcher, President, Meharry Medical College
Donna Shavlik, Director, Office for Women, American Council on Education
Charles E. Smith, Chancellor, University of Tennessee - Martin
Joe B. Wyatt, Chancellor, Vanderbilt University

MODERATORS: Jack Reese, Chancellor, University of Tennessee - Knoxville
Harry D. Wagner, President, Motlow State Community College
David V. White, State Board of Regents

REGISTRATION: Limited to 350 participants
Fee - $35
Formal registration form to be mailed January, 1985

Anyone wishing further information should contact conference coordinators, Ann Houston and Carole Sergent, (615) 322-8072.
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<td>January 15</td>
<td>11:00 a.m</td>
<td>Sherry McGregor</td>
<td>Karate Demonstration</td>
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<td>January 15</td>
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<td>Sherry McGregor</td>
<td>Speech on Self-Defense</td>
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<td>January 16</td>
<td>3:00 -</td>
<td>Reception for Pauline Clance</td>
<td>UT Center</td>
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<td>4:00 p.m.</td>
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<td>Speech by Pauline Clance</td>
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<td>February 7</td>
<td>12:00 noon</td>
<td>Commission for Women meeting</td>
<td>Room 203 - UT Center</td>
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COMMISSION FOR WOMEN

Minutes of the meeting of January 3, 1985

The regular monthly meeting of the Commission for Women was held on January 3rd in Room 203 of the University Center at 12:00 noon. Those attending were June Cassell, Naomi Meara, Nancy Goslee, Denise Harvey, Jane Dunlap, Gail Clay, Gail Disney, Olga Welch, Lucy Hamilton, Martha Lee Osborne, Linda Burton, Madge Phillips, Nancy Hild and Mary Jo Hoover.

Announcements

Martha Lee Osborne reported that Marjorie Trahern of the Faculty Women's group would like to speak with the Commission about the possibility of a program for women and about women in Tennessee. Martha Lee will invite her to our next meeting. She also reported that the following speakers will be on campus during the Winter and Spring Quarters:

Audre Lorde - Poet, author of the Black Unicorn - February 14, 1985. She will read her poetry in the Shiloh Room.

Nora Sayre - Film maker - February 21, 1985. She will speak on the image of women in American film at 8:00 in the Shiloh Room.

Mary Lefkowitz - Feminist and classicist - February 27, 1985. She will speak on women in Greek myth at 8:00 p.m. in the Shiloh Room.

Denise Levertov - Poet - April 25, 1985. She will read poetry at 8:00 p.m. in the Shiloh Room.

Reports and Discussion

Vice-Chancellor for Student Affairs - Gail Clay, who Chairs the Search Committee, reported that a total of 66 applications had been received. Of the 66, ten applications were from women and six were from blacks including one black female. Six to eight names will go to the Chancellor and four or five applicants will be invited to the campus. Interviews should begin about the 22nd of January. There will be a designated time for interviews by members of the Commission.

Lighting Committee

Gail Clay reported that she met with John Parker and Phil Scheurer for Homer Fisher in an effort to coordinate the report of the Commission's Lighting Committee and the Student Government's Lighting and Safety Committee's report to Dean Scheurer. John Parker will integrate the two reports which were very similar in many aspect.
Networker

Mary Jo Hoover reported that a new printer has been selected after much research by Nancy Hild. Members were asked to review and make suggestions on the materials that Nancy prepared in support of a separate publication for the Commission as opposed to including women's news in "Context." The justification will then be forwarded to the Chancellor.

Focus on Women's Luncheons

Lucy Hamilton is working with the Women's Coordinating Council on a plan for February. The Committee will meet within the next two weeks to develop a schedule.

Lucy also announced that Gloria Steinem will speak on February 5th at the Alumni Gym at 8:00 p.m. There will be a reception, by invitation, prior to her speech at International House. (Lucy assures me that we will be invited).

Sherry McGregor will give a program on women and self defense at 7:30 p.m., January 15th in the Shiloh Room. She will give a Karate demonstration at 11:00 a.m. that morning, also in the Shiloh Room.

Spring Training Program

Gail said space is available in the U.T. Center on Wednesday, April 24th. Linda Burton will call a meeting of the Committee within the next two weeks. Currently the Committee consists of Linda Burton, Olga Welch, Judy Webster, Naomi Meara, Susan Kemppainen and Nancy Goslee. Linda will also invite the two employees who attended last year's program who stated they would like to work on this year's.

Other Business

Linda Burton announced that Personnel will begin training programs on the IBM-PC early in February. The training is free and will take about 12 hours.

The meeting adjourned about 1:00 p.m.

Respectfully Submitted,

Mary Jo Hoover

P.S. Debby Schriver is recovering from surgery at home. Her address is 1009 Ashby Road, Knoxville, 37923.

Marcia Katz's new address is 117 2nd Street N.E., Apt. #1, Washington, D.C. 20002.
Faculty Agenda
11/27/84

DEPARTMENT OF CULTURAL STUDIES

Women's Studies

ADD Concentration in Women's Studies:

Replaces program description on page 176, column 2, 1984-85 Undergraduate Catalog.

The Cultural Studies major with a concentration in Women's Studies has eight hours of prerequisites: one of the Images of Women in Literature courses (either 2010 or 2015) and Women in Society (2020). A total of 36 upper division hours are required: The Emergence of the Modern American Woman (3010), at least three hours of independent study (4103), and at least one course from each of the three major areas: Women's Heritage (3240, 3430, 3830, 4280, 4290, 4560, 4830); Contemporary Issues (3150, 3435, 4110, 4430, 4870); and Literature and the Arts (3095, 3311, 4040, 4080). As its content varies, 4000 may be included in any of these areas. Students are encouraged to take at least 12 hours in one of the three areas.

The Women's Studies minor consists of one of the Images of Women in Literature courses (either 2010 or 2015), Women in Society (2020), and an additional 16 hours of upper division Women's Studies courses. For further information contact the chairperson of the Women's Studies Committee, Dr. Martha Lee Osborne, at the Women's Studies office, 206 Alumni Hall, 974-2409, or in the Philosophy Department, 807 McClung Tower, 974-7212 or 974-3255.

ADD:

*4103 Independent Study (1-16)
See page 159 in the 1984/85 catalog. Registration by consent of the Chair of the Women's Studies Committee.

-Martha Lee provided this description of the Women's Studies concentration that I forgot to note in the minutes.
The University of Tennessee, Knoxville
Commission for Women

COMMISSION FOR WOMEN

MINUTES OF THE MEETING OF FEBRUARY 7, 1985

The Commission meeting was held at 12:00 noon on February 7, 1985 in room 203 of the University Center. Members present were: Mary Jo Hoover, June Cassell, Beverly Sweeney, Jane Dunlap, Nancy Goslee, Eleanora Overbey, Lucy Hamilton, Jeanette Jennings, Jane Redmond, Judy Webster, Naomi Meara, Debby Schriver, Susan Kemppainen, Linda Burton, Martha Lee Osborne, Gail Disney, Suzanne Kurth, Olga Welch, Joan Cronan, Gail Clay, Denise Harvey, and Nancy Hild. Marjorie Trahern was a visitor.

Announcements

The chair read a note from Susan Becker suggesting that a letter of appreciation be written to the Knoxville Journal for the recent series on "Women in Power." The chair agreed it was a good idea. Susan Kemppainen has clipped the entire series and will forward it to the chair who will distribute it to members.

Gail Clay brought us up to date on the search for the Vice-Chancellor for Student Affairs.

Reports and Discussions

Linda Burton distributed a tentative schedule for the Women in Leadership Conference. The conference will be held on April 23rd, not the 24th as stated in the Networker. The program is in very good shape with the exception of a luncheon speaker and one session leader for the afternoon. Ideas for a speaker were discussed which will be followed up by the Planning Committee. Linda will bring us up to date at the next Commission meeting.

The chair proclaimed her enthusiasm for doing something in recognition of International Women's Day, March 8, 1985. Gail Disney and Beverly Sweeney agreed to help. It was suggested that the International House might be a good resource and that whatever we do would be upbeat. A leaflet was distributed that gave an address to write for information on women who are victims of human rights violations.

A copy of the chair's letter to Dr. Wheeler on the topic of Permanent Part-Time Status and his response was distributed. After discussion, it was decided that no further action was appropriate at this time.

Dr. Joan Lorch will be our Focus on Women speaker on February 13. The program is being jointly sponsored by the Commission and the Women's Coordinating Council. Special thanks go to Lucy Hamilton and Trish McClam.

Registration materials were distributed for the ACE Conference in Nashville and participation was encouraged. (The Chancellor's office later agreed to pay expenses for Commission members and members were notified of this by phone.)
Other Business

   Marjorie Trahern spoke to the Commission regarding possible participation in Tennessee "Homecoming 1986." Ms. Trahern explained a Women's Day on Campus program that she had been involved in at the University of Illinois. She suggested that this might be an appropriate event for the Commission to undertake. The chair agreed to review the literature that she provided and consider whether this is a feasible project for us considering our limited personpower.

Respectfully submitted,

Mary Jo Hoover
Chairperson
COMMISSION FOR WOMEN

Minutes of the Meeting of March 7, 1985

The Commission meeting was held at 12:00 noon on March 7, 1985 in Room 203 of the University Center. Those present were Mary Jo Hoover, Nicole LePoutre-Baldocchi, Debby Schriver, Judy Webster, Martha Lee Osborne, Nancy Hild, Eleanora Overbey, Gail Clay, Naomi Meara, Linda Burton, Denise Harvey, Gail Disney, Nancy Goslee and Beverly Sweeney.

Announcements

Gail Disney informed us that a Bill proposing longevity pay for part-time employees was in the Legislature (Senate Bill 91, House Bill 325). Commission members were asked to support the Bill by writing to their Representative.

Denise Harvey passed around a brochure describing a "Summer Institute for Women in Higher Education Administration" to be held June 30 through July 25, 1985 at Bryn Mawr. Tuition for the program is $3500. It was suggested that a proposal be made to the Chancellor to give financial support to a participant.

Reports and Discussions

Linda Burton reported that plans were moving ahead nicely for the April 23rd Leadership Program though a keynote speaker has not yet been selected. She noted that she had some ideas as a result of the Vanderbilt Conference.

The chair noted that in honor of International Women's Day a reception for International Women would be held on Friday, March 8, 1985 from 4:30 to 5:30 at International House. The theme is "Women Hold Up Half The Sky". Great good thanks are owed to Diane Cudahy who has pulled all of this together on short notice.

As of the March meeting, no Focus on Women Luncheon has been scheduled for Spring Semester. We will continue to explore the possibilities with the Women's Coordinating Council.

Those members who attended the conference at Vanderbilt last weekend expressed the general view that it was a worthwhile meeting. It was suggested that the Commission seek to make contact with other groups within the Knoxville community that might have similar interests and concerns. Denise Harvey volunteered to ask someone from the Knoxville Women's Center to attend our next meeting.

Respectfully submitted,

Mary Jo Hoover
Chairperson
COMMISSION FOR WOMEN
MINUTES OF MEETING April 4, 1985

The regular monthly meeting of the UTK Commission for Women was held on Thursday, April 4, 185, at 12:00 noon in Room 337, University Center. Those present were: Linda Burton, June Cassell, Gail Clay, Joan Cronan, Jane Dunlap, Nancy Goslee, Susan Kemppainen, Susan Kurth, Nicole Lepoutre-Baldocchi, Naomi Meara, Eleanora Overby, Madge Phillips, Beverly Sweeney, and Judith Webster. Olga Welch, former member and Nancy Hild also attended.

As a new chair had not been named, Gail Clay volunteered to serve as chair pro-tem.

Linda Burton requested confirmation of the CFW co-sponsorship of the proposed workshop "Women In Leadership". Members present voted unanimously to continue the participation of CFW in the presentation of the workshop with the Personnel Training Center.

Suggestions for a new chair were solicited from the members. Names suggested were Judith Webster, assistant professor, Library and Deborah Schriver, Director of Orientation. The Chancellor is to be notified of these nominations. NOTE: Judith Webster was named chair of CFW on April 18, 1985.

The May 1 program, sponsored by Women's Studies, was discussed and members were encouraged to attend the schedule of events. The program is designed to commemorate the 10th anniversary of Women's Studies at UTK.

It was announced that CFW had acquired a copy of the videotape "Business of Caring". The tape will be shown during the May 1 program and available through the Women's Studies office.

Nancy Hild, editor of Networker, expressed concern regarding the nonpayment of costs for printing the winter issue. Nancy indicated the spring issue is due to go to press in mid-April and the lack of payment may pose problems in proceeding with the plans. She will work with Denise Harvey, Director of Affirmative Action, to expedite the past due payment.

The group discussed the role of the Commission and how it should plan for future effectiveness within the university. Susan Kemppainen volunteered to chair a small committee to evaluate the present structure of CFW and offer suggestions for possibly re-structuring. Working with Susan will be Madge Phillips, Eleanora Overby, Judy Webster, and Nicole Lepoutre-Baldocchi.

Affirmative Action, or lack thereof, was discussed by Olga Welch. It was suggested that a meeting be arranged with the Commission for Blacks to address campus affirmative action as it is perceived at the time by faculty, staff and students.

The meeting adjourned at 1:00 pm.

Respectfully submitted

Gail Clay
Chair Pro-Tem
The University of Tennessee, Knoxville
Commission for Women

COMMISSION FOR WOMEN

Minutes of the Meeting of May 2, 1985

The Commission meeting was held at 12:00 noon on May 2, 1985 in Room 203 of the University Center. Those present were Judy Webster, Nicole Lepoutre-Boldocci, Susan Kemppainen, Debbie Schriver, Elizabeth Reichert (for Lucy Hamilton), Nancy Hild, Denise Harvey, Gail Clay, Suzanne Kurth, Nancy Goslee, Beverly Sweeney, Naomi Meara, June Cassell, Jane Dunlap, Gail Disney, Eleanor Overby, Madge Phillips.

Judy Webster opened the meeting with some personal background and introductory remarks. She said she would give members a questionnaire at the June meeting for the purpose of gathering information for the Annual Report and to get ideas for next year. She said she now has in her possession all the Commission's records.

Webster said the Commission for Blacks and the CFW would be involved in the interview process for Dean of Students. Interviews will be May 14, 16, and 20 at the Black Cultural Center Conference Room, 2 p.m. She asked for volunteers to participate with her in the interview process. Susan Kemppainen and Nicole Lepoutre-Boldocci volunteered.

Denise Harvey introduced Lee Woody-Brown, past president of the Board of Directors and now serving as Membership Chair of the Knoxville Women's Center. Woody-Brown explained the role and purpose of the Women's Center and passed out copies of the Center's monthly publication "Everywoman." She talked about the Center's projects and asked for CFW help in updating its 1975 booklet "Women's Legal Rights in Tennessee." Madge Phillips made a motion that the CFW Chair look into the process for obtaining CFW membership in the Women's Center. The motion carried, and Denise Harvey said she would investigate.

Webster reported on the 1985 Women in Leadership seminar, saying there were 95 participants and that results of the effectiveness survey were not yet available.

Susan Kemppainen reported on the Reassessment Committee. She said it had met twice and that members were currently reviewing copies of former annual reports to identify issues that have been brought up and to determine how they were resolved. She said some issues seem to come up year after year but that some issues were being concluded. She said members thought the best approach would be to offer the Chancellor a plan for redefining the role of the Commission, that its original charge was outdated. She said they were attempting to define the current goals and objectives of the Commission. She pointed to a lack of communication between the CFW and the administration as a main historical problem. She said more Open Forums were being considered as one method for improving communications. She also said it appeared there was not enough communications between the Commission and the University community. It was mentioned there was a need to clarify the relationship between the CFW and the ombudsman. It was also mentioned that there was a need to appoint someone specifically responsible for handling women's programming, that this function did not seem to clearly reside with any group. It was suggested that the CFW consider appointing a
co-chair to avoid repeating the disarray the CFW found itself in this year following the resignation of its Chair. Denise Harvey said it was her understanding that the Commission was free to appoint its own Chair if it wished to do so, and that it was free to consider other changes, such as in structure, composition, goals, etc. Someone expressed concern that all issues that should be coming to the attention of the Commission are not. Someone responded that the CFW should have a clear idea of its potential for resolving problems before it encourages problems to be brought before it. She said it was not useful to raise unrealistic expectations of its constituents. Kemppainen said all suggestions bound for the Chancellor would first be brought to the Commission for discussion.

Discussion of a possible meeting with Chancellor Reese in June resulted in the decision to postpone such a meeting.

The Commission decided not to meet regularly during the summer session, but it would attempt to meet at least once during the summer. Committees would continue to meet throughout the summer on an ad hoc basis.

Respectfully submitted,

Nancy Hild
Minutes of the Meeting of June 6, 1985

The CFW gathered for its last meeting of the 1985 academic year in Room 203 of the University Center at 12:00 noon on June 6, 1985. Members present were Judy Webster, Martha Lee Osborne, Nicole LePoutré-Baldocchi, Eleanora Overby, Susan Kemppainen, Lucy Hamilton, Beverly Sweeney, Debby Shriver, Madge Phillips, Gail Clay, and Gail Disney.

The minutes of the previous meeting were approved as written. The chair expressed thanks to Nancy Hild for preparing them. The chair then asked for suggestions on who should be responsible for preparing the minutes next year. The suggestion was made that Nancy Hild might prepare them as part of her responsibilities to the Commission. Martha Lee asked what happened to the graduate assistant position which used to be assigned to CFW. Gail Clay answered that it was the same position that Nancy Hild presently holds but that her time has been totally devoted to editing the Networker. Judy expressed the difficulty which she experiences in chairing the meeting and simultaneously taking minutes. She will work out something for next academic year.

Judy Webster announced that CFW had been represented in the interview process for the Dean of Student's position. She and Susan Kemppainen had interviewed all three candidates. Nicole LePoutré-Baldocchi had interviewed one of the candidates for this position. Results of the search were not known at the time of the June 6th meeting.

Evaluations of the Women in Leadership Conference which was held in April have been tabulated and sent to the chair by Linda Burton. (The compilation of the overall evaluations is attached to these minutes.) The chair circulated the full packet of evaluations for those present to review during the meeting.

Susan Kemppainen gave a brief report on the progress of the CFW Assessment Committee which she chairs. Her group, whose members are Madge Phillips, Eleanora Overby, Nicole LePoutré-Baldocchi, Debby Shriver, and Judy Webster, have taken up questions of the membership and size of the Commission as its first priority. This was done at Judy's request since she needed to know what changes might be recommended which would affect the composition of next year's committee. The basic recommendations are these:

1. That membership of the CFW be drawn equally from the faculty, administrative staff, non-exempt personnel and students.

2. That a balance in membership might be better achieved through a more open solicitation of interest in membership publicized through the Beacon and Networker with applications to a CFW membership committee which would screen applicants and make recommendations to the chair who would then make recommendations to the Chancellor.

3. That appointment length be 3 years with re-appointment being possible after an absence of one year on the Commission.

4. That the size of the CFW remain at 25 members.

5. That representation of the following groups on the Commission would be desirable: Director of the Women's Center, Women's Studies, Affirmative Action, Faculty Senate, Graduate and Undergraduate Council, an Academic Dean, representation of continuing and parttime employees, and Panhellenic.
Discussion of these recommendations ensued without consensus being achieved. The Assessment Committee will continue to work during the summer and bring a full report to CFW at the first meeting of Fall Quarter.

Gail Disney announced that parttime staff will apparently receive longevity pay. The last word that she had was that the bill was on the Governor's desk awaiting his signature.

Debby Shriver expressed her appreciation for Madge Phillip's work with the CFW. The group concurred and wished Dr. Phillips well in her new ventures during retirement.

Madge Phillips suggested that it would be interesting and helpful to find out who establishes the minimum salary levels for parttime faculty as there seems to be some inequity between full time and parttime minimum salaries.

Judy Webster explained that the questionnaire which was passed out at the meeting was just an informal survey to assist her in planning for next year. The deadline for submitting them is June 20th.

The meeting adjourned at approximately 1:10 p.m.

Respectfully submitted,

Judy Webster
Chair, CFW
June 14, 1985
MEETING MINUTES

Commission for Women
Thursday, October 3, 1985, 12:00 noon
Room 225 University Center

Attendees (Members):

Ms. Judy Webster  Ms. Wylene Vrba
Ms. Gail Clay  Mr. J. Otis Cochran
Dr. Jerry Askew  Dr. Martha Lee Osborne
Dr. Nancy Goslee  Ms. Eleanora Overbey
Ms. Lucy Hamilton  Dr. Susanne Kurth
Ms. Helen Mays  Ms. Denise Harvey
Dr. Patricia McClam  Ms. Nicole LePoutre-Baldocchi
Ms. Deborah Schriver  Ms. Beverly Sweeney
Dr. William Shurr  Ms. Shannon Kinney

1. The meeting was called to order by Chair, Judy Webster. Passouts included an agenda, Fall Issue of "Networker" information form, and a Commission for Women information form.

2. Participants made self introductions and general statements regarding UTK position and Commission status.

3. Ms. Webster introduced "Networker" Editor, Ms. Nancy Hild. Ms. Hild gave a brief overview of the "Networker" and requested all members complete an information form for use in the fall issue (October 28) of the "Networker." Members were also encouraged to submit stories and/or other information useful to women on campus for inclusion in future issues of the "Networker." The Commission for Women office is located in the Women Studies Center, 2012 Lake Avenue. Judy Webster's office hours will be 11:00 a.m. - 12:00 noon Monday through Friday (x4739). Messages may be left at the Women's Studies Center (2409).

4. Ms. Sammie Lynn Puett was the Commission's guest. Ms. Puett is Associate Vice President for University Relations. Ms. Puett's remarks included:

1) It is more difficult to maneuver through the bureaucracy of a state university than that of a state government;

2) The University has a special challenge: To gain recognition for its reputation;

3) The University has gained additional national recognition through a media blitz on President Reagan's recent visit and two nationally televised football games;
4) It was noted by a member of President Reagan's staff that there were no women on the panel of presenters for the President's visit;

5) Affirmative Action search procedures apply to central administration posts as well as campus;

6) All University employees have responsibility of communication;

7) Black faculty internship in central administration would increase possibility of exposure and opportunity;

8) More minorities (women and Blacks) are needed in involvement in University life.

5. CFW Business. Ms. Webster distributed a Commission For Women Information form to members to give them an opportunity to indicate specific areas of interest in additional involvement in the work of the Commission. Subcommittees were defined as follows:

- CFW Advisory Committee
- Editorial Advisory Committee for the "Networker"
- Recruitment Advisory Committee
- Women of Achievement Program Committee

6. CFW Priorities.

- Study of Comparable Worth
- Continue work re: benefits for permanent part-time employees
- Investigate Campus Survey re: "Daycare for employees not considered high priority"
- Development of Exempt Committee (to handle employees' concerns
- Safety on Campus
- Effective Use of Search Committees
- Salary, Salary Equity, Faculty Salary Report (Ms. Denise Harvey will provide Salary Studies.)
- Exit Interviews
- Coordinate a place for programming for women
- How to encourage women with new role models
- Ways to educate men and the UTK administration (outreach)
- Circulate "Networker" more widely (helpful to students)
- Increase student participation in CFW issues
MEETING MINUTES
Commission for Women
October 3, 1985
Page 3 of 3

7. Miscellaneous. Ms. Webster stated the Commission will meet the first Thursday of every month at the 12:00 noon hour. Participants are encouraged to bring lunch to the meetings. Meetings are informal, and visitors are welcome.

NOTE: The next meeting is scheduled for Wednesday, November 6 at 12:00 noon in the University Center. An announcement will be made in the Daily Beacon and members will be notified by mail.

Ms. Webster stated she would be meeting with the Chancellor and the Chancellor would participate in one Commission meeting (Ms. Denise Harvey will follow up regarding dates).

Ms. Webster's CFW office is located in the Women Studies Center, 2012 Lake Avenue. Office hours for calls and visits 11:00 a.m. to 12:00 noon. You are encouraged to call Ms. Webster at that time with CFW concerns (x4739).

Respectfully submitted,

Mary Wells

MARY WELLS

APPROVED:

Judy Webster, Chair
MINUTES OF THE MEETING
UTK COMMISSION FOR WOMEN
Wednesday, November 6, 1985, Noon
Room 223, University Center

The meeting was opened by Chairperson Judy Webster. Those attending were: Jerry Askew, Tanya Garland, Helen Mays, Susan Kemppainen, Charlene Rice, Maxine Thompson, Gail Clay, Wylene Vrba, Bill Shurr, Nancy Goslee, Trish McClam, Joan Cronan, Martha Lee Osborne, Max Wortman, Debby Schriver, Nancy Hild.

Minutes from the October 3, 1985 CFW meeting were approved.

Announcements.

The Phi Beta Kappa Book of the Quarter Discussion on Carol Gilligan's "In A Different Voice" will be held Nov. 21, noon, Room 226-7, University Center.

Open House will be held Nov. 21, at the new Women's Studies Program Center, where the CFW maintains an office.

The CFW was represented with a table at the October YWCA Tribute to Women.

The Fall issue of Networker is out. The mailing list should be reviewed.

Committee Assignments

The Chair distributed a list of members for the following newly formed CFW committees: Commission Advisory Committee, Networker Advisory Committee, Recruitment Committee, Women of Achievement Committee, and Student Issues Committee. Four names were added to the Student Issues Committee: Joan Cronan, Lucy Hamilton, Helen Mays, and Susan Kemppainen. Eleanor Overby will chair this committee.

J. Webster said assignments were made based on interest indicated by members. Committee meetings will be announced at monthly CFW meetings.

N. Hild said the Networker advisory committee will meet at noon, Nov. 14, in the UC Hermitage Room. The Recruitment Committee is on call as needed. Women of Achievement Committee members will be contacted in early 1986. G. Clay said consideration should be given to changing the format because the ceremony had become too long and cumbersome. J. Webster said she plans to attend the first meeting of each committee to facilitate members' selection of a chair.

Assistant Chair for CFW

J. Webster said she discussed with Chancellor Reese her need for an assistant chair of the CFW. Reese approved suggestion and said CFW should select this assistant with the understanding she/he would not be Chair-Elect, but would convene meetings in the Chair's absence, would represent the CFW at University functions at the request of the Chair, and would serve as an advisor to the Chair. Members were asked if they wanted to formally elect an Assistant Chair. They said the Chair should make a nomination and members would confirm.
Future Discussion

The Chair said a point for future discussion at meetings should be how CFW members are selected, and credentials for chairpersons.

December Meeting

The next CFW meeting was announced for Wed., Dec. 4, noon. Chancellor Reese will attend this meeting, which will be an informal buffet luncheon. Points of discussion with Reese were reviewed. They included: disparity in salaries between male and female employees, application of affirmative action, definition of exempt staff, steps for implementation of day care, barriers to promotions for women. Members asked J. Webster to structure the meeting with Reese more than has been practiced in the past, with her giving Reese a list of topics prior to the meeting and asking him carefully prepared questions during the meeting.

The 1984-85 Faculty Salaries Report

Members were asked to study this report and be prepared to discuss it with Reese in December. Problems with the report were identified. J. Webster said a study of support staff and exempt staff salaries should be out by December meeting. M. Wortman suggested asking a statistician to examine the report and attend the Dec. meeting to discuss it. J. Webster said she would do this. It was also suggested that CFW ask for a breakout of staff vs. line positions filled by women.

Exit Interview Report

J. Webster said she studied this report and found it not very enlightening. She asked members if they wanted to identify what problems or issues they would like to see reflected in this report. It was suggested that a knowledgeable staff person be invited to speak to the Commission on this subject.

Affirmative Action Report

Samples of the biweekly Affirmative Action Report were distributed. Budget restrictions preclude reproducing this report every two weeks for each member. J. Webster suggested the report be summarized and distributed on a fiscal year basis, rather than biweekly. Several members said the numbers were difficult to interpret. Problems mentioned included: the numbers of women in the candidate pools are not reflected; promotion patterns for women are not reflected; search procedures are ambiguous and one person asked why some positions can be filled without advertising, and some can't. J. Webster said she would ask Denise Harvey to discuss the report at the January meeting.
Interviews for Dean of Liberal Arts

J. Webster encouraged all CFW members to attend the open interviews for candidates for the position of Dean of Liberal Arts. It was stressed that this is a very important appointment. She asked members to share their reactions with her, and she will write the official CFW report. Individuals may submit their own reports as well to Dr. John Fisher, Chair of the Search Committee.

Submitted by Nancy Hild

Approved by Judith Webster
COMMISSION FOR WOMEN
1985 - 86

Asst. Prof. Judith Webster
Chairperson, Library

Dr. Linda Burton ✓
Personnel
302 Alumni Hall

Ms. Charlene Rice ✓
Personnel
804 Vol. Blvd.

Ms. Gail Clay, Director ✓
University Center
329 University Center

Ms. Joan Cronan ✓
Women's Athletics
115 Stokely Athletics Center

Dr. Jerry Askew ✓
Dean of Students
413 Student Services Bldg.
X-3179

Dr. Greer Fox ✓
Child & Family Services
1218 White Avenue

Dr. Nancy Goslee ✓
English
307 McClung Tower

Ms. Lucy Hamilton ✓
Director, Women's Center
301 University Center

Dr. Jeanette Jennings ✓
Social Work
Henson Hall

Dr. Marcia Katz
Nuclear Engineering
213 Nuclear Engineering Bldg.

Ms. Susan Kemppainen ✓
Financial Aid
115 Student Services Bldg.

Dr. Suzanne Kurth ✓
Sociology
916 McClung Tower

Ms. Nicole LePoutre ✓
Library, Serials Dept.

Ms. Helen Mays ✓
Minority Affairs
804 Vol. Blvd.

Dr. Patricia McClam ✓
Human Services
410 Alumni Hall

Dr. Naomi Meera ✓
Ed. Psych. and Guidance
106 Claxton Ed. Bldg.

Dr. Martha Lee Osborne ✓
Philosophy
Women's Studies
2012 Lake Avenue

Ms. Eleanora Overbey ✓
English
219 McClung Tower

Ms. Deborah Schriver ✓
Orientation
412 Student Services Bldg.

Ms. Beverly Sweeney ✓
Admissions
209 Student Services Bldg.

Ms. Maxine Thompson ✓
Conferences
2014 Lake Avenue

Ms. Wylene Vrba ✓
Science Alliance
401 Physics Bldg.

Dr. Max Wortman ✓
Management
410 Stokely Mgmt. Ctr.
Dr. William Shurr  
English  
307 McClung Tower

Mr. J. Otis Cochran  
Law  
318 Law College

STUDENTS

Ms. Tina Shackleford

Ms. Janice Friebaum

Ms. Shannon Kinney

821 Vol. Blvd.  P.O. Box 240

Ms. Geandelyn Fuller
The meeting was opened by the Chair who asked that all present introduce themselves. After a brief discussion, the next meeting date was set at January 16, 1986. Minutes of the previous meeting were distributed and a correction was made to show that Nicole LeFoutre-Baldocchi was present at the November meeting.

The next portion of the meeting was devoted to a question and answer session with the Chancellor. The Chair asked broad, general questions on the following topics and the members asked follow-up questions after the Chancellor's response:

1. Faculty salary study
2. Update on possibility of a day care center on campus
3. Affirmative action
4. Barriers to promotions for women
5. Perceived need for an exempt staff representational group.

(This portion of the meeting was taped by Nancy Hild.)

The Chair reported that she has met with Ed Bennett regarding the possibility of a salary equity survey of exempt and non-exempt staff. Future meetings will be necessary in order to produce a report. There are problems with consistent information in the database. Some work may need to be done manually. The Chair will be continuing to work on this project in 1986.
The Networker Advisory Committee met with Nancy Hild at a luncheon meeting in November. Several interesting topics were discussed for future issues of the NETWORKER and the Fall '85 issue was critiqued.

The meeting adjourned at approximately 1:30 P. M.

Submitted by

Judy Webster

Approved by

Judy Webster
1. Introduction of members and guests
2. Minutes of previous meeting
3. Marcia Katz - report on her year in Washington
4. Campus Child Care - the pros and cons - Greer Fox
5. Affirmative Action Procedures - Denise Harvey
6. Fellowships for re-entry women
AGENDA

February 6, 1986
Room 220, University Center

1. Introduction of members and guests

2. Announcements
   Shirley Chisholm 's Lecture- May 20, 1986
   Enriching Re-Entry Programs: A Faculty Endeavor

3. Summer Institute for Women in Higher Education Administration
   July 6- July 31, 1986

4. Affirmative Action Procedures - Denise Harvey

5. Women of Achievement Committee

6. Other business
AGENDA

CFW Advisory Committee
February 20, 1986

1. Summer Institute For Women in Higher Education Administration

2. Drafting resolutions (Bill Shurr's memo)

3. Office of Affirmative Action (minutes of the January 21st meeting of the Commission for Blacks)

4. Martha Mathys and Sylvia Talmage correspondence
COMMISSION FOR WOMEN
MINUTES
MARCH 6, 1986

INTRODUCTIONS

After calling the meeting to order, Chairperson Judy Webster asked each person to introduce her/himself as per the Commission's usual custom.

ANNOUNCEMENTS

The following announcements were made:

1. Denise Harvey, Director of Affirmative Action, has distributed a memorandum on sexual harrassment. Those not having received the memorandum should contact Ms. Harvey for additional copies;

2. Dr. Martha Lee Osborne announced that on Tuesday, March 11, the Women's Studies Program, along with a number of other departments in the University, is sponsoring a lecture by Isabel Allende. The lecture will take place at 8:00 p.m. in the Shiloh Room. Additional information may be obtained by contacting Dr. Osborne;

3. Jerry Askew announced that a group of students is in the process of forming a rape awareness group on campus. The organization's goal is to educate the University community with regard to the threat of rape on campus and steps which may be taken to alleviate this threat. Dr. Askew will serve as an advisor to the group.

NOMINATIONS FOR SUMMER INSTITUTE

Ms. Webster announced that she had received correspondence indicating that the Summer Institute for Women in Higher Education Administration is accepting nominations for this summer's program. The Institute will be conducted at Bryn Mawr College July 6-31, 1986 and the University has made funds available to pay the expenses for one person to attend the Institute.

After some discussion, it was agreed that Ms. Harvey and Ms. Webster will distribute a mailing throughout the University community informing women on campus of this opportunity. Additionally, it was recommended that Ms. Harvey and Ms. Webster seek the assistance of the Daily Beacon in advertising the call for nominations.

(It was suggested that in the direct mail solicitation, some effort be made to assess interest throughout the community in campus programs for women.)
The Commission decided that after nominations for the Institute are received, a subgroup of the membership will meet to select the Commission's nominee.

**DAY CARE**

Ms. Webster informed the group that the Commission's Advisory Committee had recommended that the Commission put into writing its position with regard to day care so that it might be formally presented to the appropriate officials at the University.

Ms. Webster opened the floor for discussion and in doing so, introduced Angela Crigger, a staff member at the University who had earlier articulated in a memorandum to her supervisor the need for child care on campus.

Ms. Webster also distributed two handouts (see attached) which had been prepared by Wylene Verba and Beverly Sweeney which served as guides in the discussion. Among the key points discussed were the following:

1. There is little certainty with regard to the day care options currently being proposed by the administration;
2. In considering alternatives for day care on campus, the University might wish to consider using outside agencies to provide services;
3. A survey assessing the need for child care facilities is probably not advisable at this time given that former surveys have not demonstrated an overwhelming demand for such services;
4. The costs for day care in the community at present are in the $30-50 per week range, depending upon types of services offered, the number of children enrolled, etc.;
5. In determining the cost to users of day care services on campus, the University may want to consider the use of a sliding scale;
6. Both the University of Tennessee at Chattanooga and at Memphis have day care services and at Memphis the cost for such services is approximately $90.00 per week;
7. The University should investigate the possibility of soliciting federal funding for day care services;
8. Quality control is a critical factor in providing day care and the Women's Commission should make every effort to make certain that child care workers are adequately paid and trained;
9. Given the fact that there will probably be space restrictions on any day care service provided by the institution, priorities for who will be eligible for such service need to be considered;
10. National statistics indicate that the University can realistically expect only one to three percent of its employees to make use of on-site child care facilities;

11. In considering the day care issue, the University may wish to look at alternatives to providing on-site care such as:
   a. Reserving slots in existing facilities in the community;
   b. Providing vouchers for use in local child care facilities;
   c. Raising salaries for those persons needing child care services;

12. The Women's Commission should be prepared to make formal recommendations with regard to priorities for both the types of services offered and criteria for admission.

   At the conclusion of the discussion it was decided that Ms. Webster will send a letter to Commission members seeking volunteers to serve on a subcommittee to draft formal recommendations for consideration by the entire Commission regarding child care issues.

OTHER BUSINESS

One member of the Commission sought advice with regard to the University's policy regarding compensation for off-campus lecture/workshop activities. Given that the specifics of the case were not made known to the group, only general advice was offered. In summary, the Commission advised that University policy requires that unless a given off-campus appearance is directly related to the staff member's professional responsibilities on campus, she/he must take an annual leave day in order to participate in such activities.

The meeting was adjourned by Ms. Webster at approximately 1:15 p.m.

Respectfully submitted,

Jerry W. Askew
Dean of Students

Members present: Nicole Lepoutre-Baldocchi, Janice Friebaum, Maxine Thompson, Susan Kemppainen, Jerry Askew, Lucy Hamilton, Eleanora Overbey, Beverly Sweeney, Denise Harvey, Charlene Rice, Greer Litton Fox, Martha Lee Osborne, Nancy Goslee, Helen Mays, Suzanne Kurth, Marcia Katz.

Visitors present: Angela S. Crigger, Shirley Cowell, Jere Harber, Doris Sterling, Jane Eppes, Doris Tipton.
Name

Lice Calvane-Baldock
Shirley Council
Angela S. Cruger
Janie England
Jere Harbor
Darin Holloway
Jean Eppes
Rex Epton
Marie Thompson
Susan Thompson
Jerry Askew
Lucy Hamilton
Eleanor Blankley
Jan Matteke
Beverly Sweeney
Alaine Harvey
Harlene Ryee
Grosclitter Fox
Martha Lee Osborne
Hunya M. Roslee
Helen M. Mays
It is a well-known fact that employer-supported, on-site childcare decreases employee absenteeism, increases the employee's quality of job performance and improves the ability to attract new personnel and to keep these employees. The Commission for Women has, for a long time, supported a childcare facility for UTK employees, and is happy to have helped bring about the commitment to provide such a service.

The Commission realizes that all persons with children who want to use this facility, will not be able to do so. It is clear that an application process will be necessary to determine admission into the facility. Such things as financial level, marital status, and commuting distances should be considered. Clearly, the children of a single woman/man with a household income of $14,000 per year should be admitted to this facility before the children of a dual career couple with combined earnings of $50,000 per year.

While the minimum standards for daycare facilities are quite stringent, and in some cases unreasonable, The Commission recommends this facility be operated with the highest standards. Excellent resource facilities and personnel are available to provide top-flight opportunities in a UTK daycare facility. Since this would be a state facility, and since state facilities cannot validate themselves, some external group should be formed in order to periodically evaluate the facility, to assure that the minimum standards are met, and to suggest areas in which higher standards should be implemented.

The Commission is concerned about how this decision to provide such a facility came about. Who is reviewing the places being considered for this facility? Is the idea to find a place and then fit the program--or has a program been formulated and a location to fit is now being searched out. What programs are being considered? Most importantly, The Commission wants to be sure that persons making these decisions are those with the experience to make them, i.e., parents, child development personnel, medical personnel, and perhaps current directors of daycare facilities..
COSTS:
- start-up costs to be born by the University
- charge to participants for use of facilities
- contract with private company
- grant funding

SERVICES AVAILABLE TO:
- full-time employees
- part-time employees
- faculty
- staff
- students

APPLICATION PROCESS:
- needs based
- length of service
- waiting list
- full-time priority

TYPES OF SERVICE:
- infant care
- pre-school age
- after school care for all ages
- emergency care (school closing)
- sick care
- expanded operation for summer
- drop-off service
- evening service (these two items to accommodate evening school
  students and 2nd & 3rd shift employees)
- weekend service

QUALITY OF CARE:
- custodial child care/basic babysitting
- minimal licensing requirements
- high quality care (define this term)
- educational programs for all children all the time
- provide a model program (what's the effect of competing with private
  companies)

EMPLOYEES:
- certified teachers
- professional day care workers
- health care professionals
- supervised field experience for students (not to be exploited as a
  cheap labor source)
The University of Tennessee, Knoxville
Commission for Women

AGENDA
March 6, 1986
Room 220, University Center

1. Introduction of members and guests

2. Assignment of minutes

3. Announcements

4. Nominations for the Summer Institute for Women in Higher Education Administration to be held at Bryn Mawr College, July 6 - July 31, 1986.

5. Discussion of draft position statement on day care. (To be sent as a letter to Chancellor Reese.)

6. Other business

7. Next meeting - April 3, 1986, 12:00 P.M.
   Guests: Ms. Edye Ellis
            Ms. Linda Weaver
Minutes: Commission for Women
April 3, 1986

1. The members introduced themselves.

2. The minutes were approved and Jerry Askew, secretary pro-tem, commended

3. Announcements:
   a. Applications are being taken for the position of Co-ordinator of Recruitment, Undergraduate Admissions.
   b. On Thursday, April 10, Jon Manchip White will speak on Royal Women in Ancient Egypt, at 7:30, UC.
   c. On May 20, the Commission will co-sponsor the visit of Shirley Chisholm
   d. Katherine Pearson, of the Community Foundation in East Tennessee, announced a grant to educate the work force about discrimination in employment.

4. Update on the day-care facility: Judy Webster announced that at a meeting on March 19 in the Chancellor's Office, a committee was organized to establish a day-care center by Fall 1986. Attending the meeting were the chancellors' staff, Greer Fox, Nancy Belck, Carol Catron. The center will use the property at the corner of 11th and Cumberland; the building has a capacity of 35. Webster said that the number was too small to meet current needs; the chancellor agreed. The committee will meet spring quarter and will be chaired by Ed Bennett. The C. for W. committee on day-care will advise Webster as she sits on the chancellor's committee. She noted, further, that Reese has established some priorities for the center, described on the memo to the day-care-establishment committee which she distributed to the C. for W.

5. The Commission guest for the April meeting was Linda Weaver, who publishes Context. She is Assistant Director, University Communications. Context, now two years old, was intended to be 8 pages and now often runs to 20. Its diverse audience presents a challenge: 5500 copies go to faculty and staff, 2000 to retirees, legislators, and friends, and 3000 to news-stands, for students. The calendar is intended as a partial replacement for This Week on Campus, but Linda asked that anyone interested in having TWOK return call her office to say so. She also requested more articles from faculty and staff for the new opinions section. She explained that the main purpose of the newspaper is to recognize faculty and staff contributions to the community. She also described her own contributions, though indirectly, by explaining that she was two years ago the entire staff; she now has another writer as well as an intern responsible for the calendar, production assistants from the Beacon, and an artist. After several people praised various articles, Gail Clay asked if the Beacon were being weakened by competition. Linda explained that she sends on any hot news to the Beacon before she uses it, in part because their publication deadlines are so different. Linda also explained that she tries to give fair coverage to various campus groups.
6. Denise Harvey asked if all had seen the memo sent to all administrative units about sexual harassment. Commission members praised the memo and noted that staff meetings had been called in several offices to discuss it.

7. Judy Webster reported on the procedure she and Denise Harvey used to announce the Bryn Mawr summer leadership conference: a notice in the Beacon (incorrectly edited by the Beacon) and memos to directors, department heads, and deans. Six responses had been received, and the respondents were asked to fill out part of the actual application as part of the on-campus selection procedure. Some concern was expressed that women were not being encouraged to apply to other leadership conferences such as ACE fellowships and programs at the Harvard Business School.

8. The two remaining meetings of the commission will be May 1 and June 5. Edye Ellis, it is hoped, will be the May guest.

NMG, temporary secretary
AGENDA

April 3, 1986
Room 220, University Center

1. Introduction of Members and Visitors

2. Minutes
   A. Assignment for today
   B. Approval of previous minutes, sent to you by mail

3. Announcements
   A. Position vacancy - Undergraduate Admissions
   B. Lecture: Royal Women in Ancient Egypt
      Jon Manchip White
      Thurs. April 10, 1986
      7:30 P.M. University Center
   C. Shirley Chisholm's Lecture - May 20
   D. Community Foundation of East Tennessee

4. Update on day care facility- report by Judy Webster (Memo from Chancellor Reese attached)

5. CFW Day Care Advisory Committee
   Members of the sub-committee are: Eleanora Overbey, Maxine Thompson,
   Charlene Rice, Susan Kemppainen, and Wylene Vrba. These individuals need
   to send me their schedules for Spring Quarter. I would like to know when
   you could not meet.

6. Report from Linda Weaver, Assistant Director, University Communications.

7. Other business.

8. Other meetings of CFW, May 1
   June 5
I would very much appreciate your serving as a committee to recommend plans for a day-care facility to be operated under the general sponsorship of The University of Tennessee, Knoxville. I want to encourage you to consult with whom you wish, inside or outside the University. I also wish to leave you as much flexibility as possible. In order to provide some basis for your discussions, however, I wish to make the following observations:

1. It is important both substantively and symbolically for UT Knoxville to provide some form(s) of day-care service. We cannot, of course, provide all of the services which everyone may want.

2. Customers of the service should pay a reasonable fee, but the University can subsidize the operation to some degree in order to provide assistance to low-income families, particularly single-parent families. These individuals should be given highest priority in access, ultimately, to day-care service.

3. Whatever service is ultimately provided should be of high quality, as appropriate for a major University.
4. Obviously, however, we will not have unlimited funds available, and the first-year costs should be reasonable. We will, I assume, be entering into a long-range commitment.

5. The College of Human Ecology will, I hope, be heavily involved in the design and delivery of these services, but the facilities will be operated under the direction of the Department of Personnel.

6. The committee should look at a variety of options (such as slots in existing centers and independently-operated centers) and a variety of locations.

7. The group may also wish to have a quick needs assessment to be carried out by the Department of Personnel.

Thank you again for serving on this very important committee. I am very optimistic about our starting a program which will provide excellent service, respond to an urgent societal need, and bring credit to the University.

jl

c Provost George Wheeler
Executive Vice Chancellor Homer Fisher
Vice Chancellor Philip Scheurer
The University of Tennessee, Knoxville
Commission for Women

CFW Advisory Committee
Agenda
April 24, 1986

1. Internal structure of CFW (rotating term and chair elect)
   See memo from Chancellor Reese to Otis Cochran.

2. Ex-officio membership on search committees for high level administrators.
   (Chancellors Memo)

3. Affirmative Action Plan

4. Affirmative Action Officer Position (see attached)

5. Day Care update

6. Other business and announcements
AGENDA
JUNE 5, 1986
EXECUTIVE DINING ROOM
UNIVERSITY CENTER

I  Introduction of Members and Guests

II  Remarks by Chancellor Reese

III  Question and answer session with the Chancellor

IV  Summer Institute for Women at Bryn Mawr

V  Day Care Committee -- report from Judy Webster

VI  Other announcements from the Chair concerning meetings held with George Wheeler and Ed Bennett

VII  Motion from CFW Advisory Committee concerning the NETWORKER

VIII  UT System's plans for internship program

IX  Next meeting -- August 7

X  Other business and/or announcements
MINUTES
Commission For Women

Meeting Date: May 1, 1986
Location: 225 University Center

Members Present: Wylene Vrba
Nancy Hild
Nicole LePoutre-Baldocchi
Helen Mays
Nancy Goslee
Susan Kemppainen
Beverly Sweeney
Lucy Hamilton
Linda Burton

Martha Lee Osborne
Greer Litton Fox
Max Wortman
Eleanora Overby
Shannon Kinny
Marcia Katz
Suzanne Kurth
Denise Harvey
Maxine Thompson

Guest Present: Edye Ellis

1. Chair, Judy Webster called the meeting to order.

2. The members introduced themselves.

3. The minutes from the previous meeting were approved.

4. Judy Webster introduced the guest speaker, Edye Ellis, Director of University Communications.

5. Edye Ellis discussed the following key points:

* The idea that women should utilize a cooperative, collaborative management style, thereby, creating an atmosphere where others feel free to communicate.

* The publication Context is more than a vehicle for delivering news. Context cultivates relationships between the University Communications office and the University community. She asserted that UTK needs higher visibility in national media. Also, colleges and universities are rooted in print media. We (the University) will not tell our story if we neglect the electronic media.

* University Communications is working on a faculty experts booklet. The publication will be a resource guide of qualified UT faculty and personnel.
* Other University Communications publications include: 
1) Student Recruitment Brochure, 2) Prospectus and Lead Brochure, 3) Honors Brochure and, 4) Transfer Brochure. 
The staff is trying to make these materials more visible on campus and more representative of the entire campus make-up.

* Because, the University is a large diverse community, it is impossible to cover all campus news. The University Communications office will establish a contact within each department on campus to inform them of news worthy items about faculty and staff.

6. Judy Webster briefly discussed the internal structure of the Commission for Women. Last summer a subcommittee chaired by Susan Kemppainen met to discuss the idea of rotating membership. Susan reported on the subcommittee's proposal which recommended that the Commission for Women consider a system of rotating membership appointments with 1/3 of the members changing each year.

7. Judy Webster announced that Denise Harvey will be leaving the director of affirmative action position at UTK. Denise distributed the director of affirmative action job description. Judy Webster will serve on the search committee for that position.

8. Judy Webster gave an update on the UTK day care facility. Property has been purchased, however, the space will be limited in size. The chancellor is open to expansion if the need exists. Judy further reported that the Chancellor's Day Care Committee reviewed a draft of a questionnaire that will be sent to UT faculty and staff regarding their day care needs.

9. Judy Webster will represent the Commission for Women at the Chancellor's Honors Banquet.

10. Denise Harvey announced that the Committee on Sexual Harrassment will finalize procedures for reporting sexual harassment for students.

11. Chancellor Reese will attend the June 5th meeting.

12. The meeting was adjourned.

Respectfully submitted,

Maxine Thompson
I. Introduction of Members and Guests.

II. Announcements.

III. Women's Health Promotion Center: Dr. Kayla Carruth

IV. Day Care Committee: report from Judy Webster

V. ACE/NIP Conference: see attached.

VI. Suggested Issues for Discussion Fall Quarter.
   A= Temporary teachers (see attached article)

   B= Pornography (see attached article)

VII. Other Business.
Minutes of the Commission for Women Meeting,
October 2, 1986

Judy Webster called the meeting to order at 12:10 and invited all attending to introduce themselves.

Afterward, Dr. Martha Lee Osborne presented a report on "Changing Conditions of Indian Women."

Judy Webster made the following announcements:

1) Described the rationale and function of the Commission for Women (CFW).
2) At the November 13 meeting, Dr. Ann Prentice will report on her month long training session at Bryn Mawr's Summer Institute for Women in Higher Education Administration.
3) Reported on CFW's efforts to get Ed Bennet's staff in personnel to assess the position of exempt status employees.
4) Reported on CFW's attempts to upgrade the input and status of women on search committees, and the work of search committees in interviewing women. Discussion followed.

Judy Webster reported on the status of the Day Care Center and the delays with renovations. She also announced Karen Sterchi had been hired as director and that under her guidance the center would operate a model program with certified teachers and a set curriculum.

Webster announced the Networker would be published this year and introduced the new editor, Carol Guthrie. Guthrie described her goals for this year's Networker and invited CFW members to submit ideas and/or materials for publication. Guthrie's office hours will be Monday, Wednesday, and Thursday 10:00 - 12:00, extension 4739.

Webster noted that several voluntary advisory subcommittees within CFW were to be organized.

The meeting adjourned at 1:15 p.m.

Members Attending
Judy Webster
Linda Burton
Charlene Rice
Nancy Goslee
Lucy Hamilton
Marcia Katz
Susan Kemppainen
Becky Wilkerson
Suzanne Kurth
Martha Lee Osborne
Eleanora Overbey
Maxine Thompson
William Shurr
Julie Rutledge
Lynn Blinn
Beverly Sweeney
Faye Julian
Billiee Parker
AGENDA
OCTOBER 2, 1986
ROOM 220
UNIVERSITY CENTER

I. Introduction of members and guests.

II. "Changing Conditions of Indian Women"
(Martha Lee Osborne will report on her recent trip to India.)

III. Day Care Center - (Report by Judy Webster)

IV. Networker: plans for 1986-87 issues.
(Report by Judy Webster and Carol Guthrie)

V. Announcements.

VI. Other business.
1. Introduction of members and guests
2. Dr. Ann Prentice - 1986 Summer Institute for Women in Higher Education Administration
3. Director of Affirmative Action - interviews of candidates
4. Report on Commission for Blacks Meeting - Judy Webster
5. Networker - report on publication schedule - Carol Guthrie
6. Guidelines for the use of non-sexist language
7. Campus security
8. Other business and announcements
TO: Commission for Women Members
FROM: Judy Webster
        Chair, CFW
DATE: November 19, 1986
SUBJECT: Minutes and the December meeting

The minutes of our previous meeting are enclosed for your review. Please send additions and corrections to me or bring them to our next meeting.

We will meet on December 4, 1986, in room 226-7 of the University Center at 12:00 noon. This will be an important meeting. We will be discussing whether or not we want to sponsor another woman to the Institute on Higher Education Administration at Bryn Mawr among other topics. Please plan to attend.
Minutes of the Commission for Women Meeting,
November 13, 1986
Room 220
University Center

Judy Webster called the meeting to order at 12:05 and invited all attending to introduce themselves.

Afterward, Dr. Ann Prentice presented a report on her visit to the 1986 HERS Summer Institute for Women in Higher Education Administration. Dr. Prentice's participation was funded by the Commission.

Following Prentice's report, Webster added that CFW members should consider whether to nominate a candidate for next year's Institute. The issue will be discussed at the December 4 CFW meeting.

Webster asked members if they had received her letter on the hiring of the Affirmative Action direction. She noted that CFW members should be involved in the open interview session and if members can, they should attend all the meetings. Discussion followed.

Webster announced that copies of the Affirmative Action Plan were available for all CFW members.

Carol Guthrie announced that the Networker would be mailed during the week of November 17.

Webster commented that she had met with the Chancellor regarding guidelines for sexist language which appear in the Faculty/Staff Handbook. Webster noted that the guidelines needed to be circulated more widely and visibly. The Chancellor asked her to obtain suggestions from the CFW on how to best disseminate them to the campus. Discussion followed.

Webster introduced the issue of campus safety, noting the recent numbers of attacks and adding that Jerry Askew had planned to speak to the CFW about safety, but had a prior commitment. Webster asked what the CFW should do and what suggestions members had for improving campus safety. Discussion followed.

Webster reported on the monthly Commission for Blacks meeting. She noted the poor hiring record of blacks during the past academic year and added that the CFB will continue presenting an article or page in Context.

The meeting adjourned at 1:20 p.m.
Members Attending
Judy Webster
Linda Burton
Charlene Rice
Jeanette Jennings
Marcia Katz
Susan Kemppainen
Beverly Sweeney
Helen Mays
Martha Lee Osborne

Eleanora Overbey
Maxine Thompson
Wylene Vrba
Otis Cochran
Juli Rutledge
Becky Wilkerson
Billiee Pendleton-Parker
Terese Leadbetter